

**Public Document Pack**  
**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Cabinet**

**Date: Tuesday, 15th September, 2020**

**Time: 2.00 pm**

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

**Contact: Colin Gamble**

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

**AGENDA**

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Minutes of the Meeting held on Tuesday 28th July 2020**
- 4 Covid-19 Financial Update and Medium Term Financial Strategy Impact Assessment**  
Report of Executive Director (Finance and Resources) attached
- 5 Resourcing Better Outcomes - Finance Performance Report for July 2020 (Period 4)**  
Report of Executive Director (Finance and Resources) attached
- 6 Southend 2050 Milestones and Measures - Refresh in response to Covid-19**  
Report of Executive Director (Transformation) attached
- 7 Annual Public Health Report**  
Report of Executive Director (Children and Public Health) attached
- 8 Fire Safety Report**  
Report of Deputy Chief Executive and Executive Director (Growth and Housing) attached
- 9 Better Queensway**  
Report of Director (Regeneration and Business Development) – to follow
- 10 RAMS - Essex Coast Recreation, Disturbance, Avoidance & Mitigation Strategy**  
Report of Deputy Chief Executive and Executive Director (Growth and Housing) attached
- 11 Association of South Essex Local Authorities (ASELA) Update**  
Report of Chief Executive – to follow

- 12 Parking Review 2020 - Enabling Projects**  
Report of Executive Director (Neighbourhoods and Environment) attached
- 13 Potential Amalgamation of Chalkwell Infant and Chalkwell Junior Schools - Consultation**  
Report of Executive Director (Children and Public Health) attached
- 14 Enabling Major Projects & Recovery**  
Report of Executive Director (Finance and Resources) attached
- 15 The Forum 2**  
Report of Deputy Chief Executive and Executive Director (Growth and Housing) attached
- 16 Housing & Development Pipeline Update**  
Report of Deputy Chief Executive and Executive Director (Growth and Housing) attached
- 17 Rough Sleeper Accommodation Bid Opportunities: Next Steps in Accommodation Programme and Move On Fund**  
Report of Deputy Chief Executive (Executive Director Growth & Housing) and Executive Director (Adults & Communities) attached
- 18 HRA Land Review Phase 4 (Lundy Close) Update**  
Report of Deputy Chief Executive and Executive Director (Growth and Housing) attached
- 19 Declaration of Air Quality Management Area No.2**  
Report of Executive Director (Neighbourhoods and Environment) attached
- 20 Mid & South Essex Health & Care Partnership MoU**  
Report of Executive Director (Adults and Communities) attached
- 21 Planning White Paper**  
Report of Deputy Chief Executive and Executive Director (Growth and Housing) attached
- 22 Schools Admissions Arrangements for Community Schools 2022/23**  
Report of Executive Director (Children and Public Health) attached
- 23 Treasury Management - Quarter One 2020/21**  
Report of Executive Director (Finance and Resources) attached
- 24 Information Governance Update and SIRO Report**  
Report of Executive Director (Legal and Democratic Services) attached
- 25 The Regulation of Investigatory Powers Act 2000 (RIPA)**  
Report of Executive Director (Legal and Democratic Services) attached

**26 Council Debt Position**

Report of Executive Director (Finance and Resources) attached

**27 SO46 Report**

Report attached

**28 Exclusion of the Public**

To agree that, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the item of business set out below on the grounds that it involves 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.

**29 SO46 Report - Confidential Sheet**

**Members:**

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

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# SOUTHEND-ON-SEA BOROUGH COUNCIL

## Meeting of Cabinet

**Date: Tuesday, 28th July, 2020**  
**Place: Virtual Meeting - MS Teams**

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

**In Attendance:** Councillors D Cowan and K Evans  
A Griffin, T Forster, M Marks, J Williams, A Lewis, J Chesterton,  
L Reed, J Ruffle, C Gamble, A Barnes, G Halksworth, S Harrington,  
A Keating, S Meah-Sims, P Hill, S Newman, S Rollason, D Pye and  
N Hoskins

**Start/End Time:** 2.00 pm/2.50pm

### **199 Apologies for Absence**

Apologies for absence were received from Councillor Terry.

### **200 Declarations of Interest**

The following declarations of interest were made:

Cllr Harp – Agenda Item 11 (Balmoral Estate) – non-pecuniary interest: volunteer with Turning Tides at Balmoral Community Centre and knows some of the residents.

### **201 Minutes of the meeting held on Tuesday 25th February 2020**

Resolved:

That the minutes of the meeting held on Tuesday 25<sup>th</sup> February 2020 be confirmed and signed as a correct record.

### **202 Minutes of the meeting held Tuesday 9th June 2020**

Resolved:

That the minutes of the meeting held on Tuesday 9<sup>th</sup> June 2020 be confirmed and signed as a correct record.

### **203 Minutes of the meeting held Tuesday 16th June 2020**

Resolved:

That the minutes of the meeting held on Tuesday 16<sup>th</sup> June be confirmed and signed as a correct record.

**204 Minutes of the meeting held Tuesday 30th June 2020**

Resolved:

That the minutes of the meeting held on Tuesday 30<sup>th</sup> June 2020 be confirmed and signed as a correct record.

**205 Southend 2050 Update**

The Cabinet considered a report of the Executive Director (Transformation) presenting the first stage of the review and refresh of Southend 2050 in response to the Covid-19 pandemic and set out how the Council will use the Southend 2050 and Transforming Together programmes to drive recovery and build on some positive aspects of the pandemic, including community mobilisation, adaptation of services and more effective remote working.

Resolved:

1. That, in the light of the impact of Covid-19, the proposed review and refresh of the Southend 2050 outcomes and high-level roadmap milestones, including the use of the Southend 2050 programme to drive the Borough and Council's recovery phase, be approved.

2. That the associated programme of work, Transforming Together, which is a transformation group and programme of activity, internal to the Council, be noted.

3. That Cabinet receives further developed work on the review and refresh of the Southend 2050 outcomes and associated roadmap milestones at the September meeting.

2.4. That it be noted that the Southend 2050 roadmap milestones will form part of future reports that update on Southend's recovery journey in order for responsive developments.

5. That it be noted that Covid-19 is presenting lots of unknowns, as a result 2050 needs to be flexible to deal with the challenges and therefore our outcomes will need to be responsive to the changing situations.

6. That the performance and measures of success and progress to achieve 2050 continue to be reported through the quarterly Outcome Success Measures Report, reported 4 times a year to Cabinet.

Other options:

The Council could choose not to review its current ambition and desired outcomes. This would mean failing to set out the huge impact the crises has had on the Borough, its people and the Council and the Council's approach to recovery. A review of the current 2050 ambition and outcomes would most likely be required in any case, given they were agreed in 2018.

Reasons for Recommendations:

To ensure the Council has an opportunity to review action taken to date to tackle the Covid-19 crises and to consider the appropriate approach to be taken to enable the Borough and Council to recover.

Note: This is an Executive Function

Eligible for call-in to: All three Scrutiny Committees

Cabinet Member: Cllr Gilbert

## **206 Parking Policy Statement**

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) setting out the short-term aspirations for the service through a Traffic and Parking Policy Statement. This report follows the Parking Review 2020 report approved by Cabinet in June 2020.

Resolved:

1. That the adoption of the Traffic & Parking Policy Statement as set out in Appendix 1 to the submitted report be approved and that Officers be directed to implement the commitments as described.

2. That the Traffic Regulation Working Party undertakes a review of the decision making processes, and takes on the project board role in respect of the Parking Review.

Other Options

To amend any of the priorities and commitments described in the Traffic & Parking Policy Statement or reject it.

Reasons for recommendations

1. To help deliver on the Council priorities, particularly the Southend 2050 vision and RoadMap.

2. In respect of the Traffic Regulation Working Party, the proposals are designed to ensure councillors have adequate oversight of the service, and to delegate business as usual decisions to officers, improving the service to customers.

Note: This is an Executive Function

**Called-in to Place Scrutiny Committee**

Cabinet Member: Cllr Woodley

## **207 Highway Restructure Funding**

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) requesting the additional funding required to support the new Traffic and Highways Team service restructure.

Recommended:

1. That the increased budget to fund the new service in line with the Council's Vision and Aspirations, be approved. This investment will ensure that the views and needs of our customers, residents and businesses are at the heart of the service.
2. That it be noted that the additional request for funding to support the new structure in 2020/21 will be met from the business transformation reserve with future year's expenditure being incorporated as part of the budget setting for 2021/22 onwards.

Other options

Not to approve the additional funding required to support the new Traffic and Highways Team restructure – the implications of this are set out in the submitted report.

Reasons for Recommendations

To approve the additional funding for the new Traffic and Highways Team restructure.

Note: This is a Council Function

**Called in to: Place Scrutiny Committee**

Cabinet Member: Cllr Woodley

**208 Southend Pass**

This item was withdrawn.

**209 Balmoral Estate**

The Cabinet considered a joint report of the Chief Executive and Executive Director (Growth and Housing) setting out a programme of structural and improvement works required at the Balmoral Tower blocks (Grampian, Brecon and Blackdown) and to sought agreement to utilise HRA funds for these works.

Resolved:

1. That the programme of works to the Balmoral tower blocks, to include both structural and improvement works (structural insulation and heating upgrades), be progressed.
2. That the Council and South Essex Homes undertake full consultation and engagement with affected residents.

Recommended:

3. That a budget of £2.325m to be added to the HRA capital investment programme to be funded from the HRA Capital Investment Reserve, be approved.

## Other Options

1. Do nothing – This would not be appropriate as it would not meet the needs of tenants and leaseholders and would not be in line with achieving our 2050 outcomes nor the aims of the Housing, Homelessness & Rough Sleeping Strategy; and
2. Only undertake structural works – This would not be appropriate as it would not meet the needs of our tenants and leaseholders and would not be in line with our 2050 Green City outcomes.

## Reasons for Recommendations

1. To improve the structural integrity and energy efficiency of three of the Council's tower blocks and also ensure that residents are fully engaged throughout this project.
2. In terms of the funding of this project, South Essex Homes have commissioned external professional Quantity Surveyors to produce the costs and associated budget requirements and the Council's Finance team has confirmed the HRA Capital Reserves as the most appropriate method of funding these works.

Note: The decisions in 1 and 2 above constitute an Executive Function. The decision in 3 above constitutes a Council Function

**Called in to: Policy and Resources Scrutiny Committee**

Cabinet Member: Cllr Gilbert

## 210 Care Act Easement

The Cabinet considered a report of Executive Director (Adults and Communities) presenting the framework that sets out how the Council would implement the provision set out within the new Care Act easements, created under the Coronavirus Act 2020. This far reaching legislation had been enacted in response to the challenges arising from COVID -19. The Government had also published a range of guidance to support this unprecedented situation.

Resolved:

1. That the Care Act Easements framework that sets out how the Council would implement the provision set out within the new Care Act easements, created under the Coronavirus Act 2020, be approved.
2. That, following engagement with the Chief Executive ,the Leader of the Council and the Chair of People Scrutiny Committee, authority be delegated to the Executive Director (Adults and Communities), in consultation with the Cabinet Member for Adult Social Care and Health, to implement the Care Act Easements framework . This would be in line with Government guidance and as referenced in the framework and powers provided by the Care Act Easements under the Coronavirus Act 2020.

## Other Options

Do nothing. However, if any of the trigger points were reached and the decision was not to enact the necessary easements then it is likely to result in urgent or acute needs not being met, potentially risking life.

## Reasons for Recommendations

To ensure that the Council had an agreed framework that can be implemented if challenges resulting from covid-19 reach a critical level. Having a transparent process, that is underpinned by the Ethical Framework, with a clear rationale for any recommended actions will enable the Council to continue to safeguard vulnerable adults.

Note: This is an Executive Function  
Eligible for call-in to: People Scrutiny Committee  
Cabinet Member: Cllr Harp

## **211 Corporate Risk**

The Cabinet considered a report of the Chief Executive presenting the revised updated summary Corporate Risk Register.

Resolved:

That the revised presentation of the updated summary Corporate Risk Register and the position at June 2020 outlined in Appendix 1 to the submitted report, be approved.

Other options:

None

Reasons for recommendations:

As set out in the submitted report.

Note: This is an Executive Function  
Eligible for call-in to: All three Scrutiny Committees  
Cabinet Member: Cllr Woodley

## **212 Notice of Motion: Footpath Cycling**

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

Resolved:

1. That the introduction of a legal process at Southend Council which allows Community Safety Officers or other Council Officers designated with CSAS accreditation status (Community Safety Accreditation Scheme) to issue Fixed Penalty Notices to individuals caught cycling on the footway or in No Cycling zones across the whole Borough (including Southend High Street and Southend seafront from Old Leigh to East Beach), be approved.

2. That cycling on footpaths not be included as an addition to the current PSPO prohibitions.

3. That the Notice of Motion be acknowledged and further consultation be undertaken with stakeholders and local communities before making the final decision.

4. That the new guidance/laws that are due from Government regarding the legal use of electric scooters and return to use of electric scooters on footpaths at a later date, be monitored.

Other options

None

Reasons for Recommendations

The Notice asks that the prohibition of cycling on footpaths be included in the current PSPO (public space protection order). This was not included as a recommendation, as the consultation required to effect such, (compulsory under the PSPO legislation which would include both public and stakeholder), takes a considerable time (even if a locality is adding another prohibition to a current Order). Furthermore, the PSPO can only be area specific. For example, Chalkwell Esplanade, where a lot of footpath cycling takes place, is not covered within the PSPO footprint, nor is the Cinder Path. Therefore, the quicker route to achieve this would be via CSAS accredited officers (which the CSO's are) and establishing an internal legal process, rather than adding to the current PSPO prohibitions.

Note: This is an Executive Function

**Called in to: Policy and Resources Scrutiny Committee**

Cabinet Member: Cllr Terry

## **213 Notice of Motion: No Overnight Camping in the Borough**

The Cabinet considered a report of Executive Director (Neighbourhoods and Environment) which had been prepared in response to the Notice of Motion, presented to the last meeting of Council, concerning no overnight camping in the Borough.

Resolved:

1. That the proposed Notice of Motion and the current inability of either the Council or the police to enforce a Public Spaces Protection Order as set out in the Notice of Motion, be noted.

2. That the current process by which the Council and Essex Police approach traveller sites/the traveller community in the Borough continues to be supported.

Other options

None

## Reasons for Recommendations

Introducing a Borough wide PSPO to prohibit overnight camping (primarily aimed at the traveller community) would be extremely difficult to secure and to enforce. The PSPO process in itself is a lengthy process which involves wide stakeholder and public consultation. Furthermore, courts across the nation rarely allow, if ever, locality wide PSPO prohibitions. Locality wide PSPO's if being considered are often rigorously challenged by various groups such as Liberty.

Note: This is an Executive Function

**Called in to: Policy and Resources Scrutiny Committee**

Cabinet Member: Cllr Terry

### **214 Annual Safeguarding Report (Adults & Children)**

The Cabinet considered a joint report of Executive Director (Adults & Communities) and Executive Director (Children & Public Health) presenting the annual assurance assessment for the Chief Executive and Councillors regarding their responsibilities for safeguarding children and adults in Southend.

Resolved:

That the submitted report be noted and the actions detailed in Section 6 of the report, be approved.

Other Options

None

Reasons for Recommendations

To keep the Council informed of the position in respect of safeguarding children and adults in Southend.

Note: This is an Executive Function

**Called in to: People Scrutiny Committee**

Cabinet Member: Cllr Harp

### **215 Council Procedure Rule 46**

Resolved:

That the submitted report, be noted.

Note: This is an Executive Function

Eligible for call-in to: People Scrutiny Committee

Cabinet Member: Cllr Harp

**Chair:** \_\_\_\_\_

# Southend-on-Sea Borough Council

Agenda  
Item No.

Report of Executive Director (Finance & Resources)  
To  
**Cabinet**  
On  
**15 September 2020**

Report prepared by:  
Pete Bates, Interim Head of Corporate Finance

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**Updated Local Financial Assessment and Illustration of the Potential Impact of  
Covid-19 on the Council's Medium Term Financial Strategy 2020/21 – 2024/25  
All Scrutiny Committees  
Cabinet Members: Councillor Ian Gilbert  
Part 1 (Public Agenda Item)**

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## **1 Purpose of Report**

- 1.1 To provide an updated assessment of the local financial impact of Covid-19. It remains an evolving situation as the Council continues to respond positively to the crisis and tries to minimise as far as possible the impact on local residents and businesses of Southend-on-Sea. More emphasis has now been placed on understanding the operational and financial impact of the pandemic as the Council transitions to a restoration and recovery phase and assesses the future sustainability of whatever the 'new normal' will eventually look like.
- 1.2 To provide a range of high level scenarios to illustrate the potential scale of the financial challenge over the short and medium term, whilst recognising that the volume of assumptions and understanding of the complexities of the many contributing factors are still under constant review.

## **2 Recommendations**

**That Cabinet:**

- 2.1 **Note the Council's updated assessment of the local financial impact of the unprecedented challenges that has been caused by the pandemic.**
- 2.2 **Note the scale of the potential financial challenge summarised in this report and agree that the Council's Medium Term Financial Strategy is reviewed and a range of options are developed to ensure continuing financial sustainability.**
- 2.3 **Agree to receive regular reports to future Cabinet meetings, which will provide updated assessments on our financial position and outline any changes to our strategy and range of assumptions.**

### **3 Introduction**

- 3.1 It is still too early to assess the overall health and economic impact of Covid-19. The challenge is clearly worldwide, and national governments continue to wrestle with putting in place the right package of measures to save lives and to try to minimise the spread of the virus and its impact across the population. Consideration has now turned to how they can safely get their respective economies working again. In the United Kingdom, local government, working in partnership with other agencies and local communities continue to have a critical role to play in responding to the crisis. We are at the forefront of implementing the relaxation to the lockdown arrangements, shaping the transition and recovery within a new national framework.
- 3.2 The current financial landscape and operating environment is challenging and uncertain but the Council is determined to build on our positive initial local response to the crisis and to try to ensure that the key elements that will lead to a stronger recovery for our town, our local residents and our local businesses are in place. Our Southend 2050 ambition and ongoing review of arrangements for delivering the road map of priority projects is not only still relevant but also crucial for Southend-on-Sea's future prosperity. Effectively managing the short and medium term financial challenges that Covid-19 has brought to the Borough will be an important factor in our future success.
- 3.3 This report provides an update on the local financial impact and attempts to estimate a range of potential financial scenarios over the medium term based on a series of complex and ever-changing assumptions. All local authorities are struggling with this uncertainty, large financial pressures and concerns for their residents and local areas in such unprecedented times. This report builds on the information that was presented to Cabinet on 9 June 2020. The scale of the estimated financial challenge has increased, and it now looks likely that the total cost will be over the higher end of the range that was estimated in June 2020. The revised estimated gross cost to the Council could now be circa £22.3M, currently offset by £12M of Emergency Grant Funding, so a potential £10.3M extra financial pressure in 2020/21.
- 3.4 This revised assessment is still based on a wide range of assumptions and predicted patterns of cost, service demand and behaviours. Attempts have been made to assess the transition to the new normal, the impact on activity levels (particularly income) and then any currently potentially hidden demand for key social care services that might result directly from the isolation and stress caused locally by the pandemic. At this still relatively early stage, the estimated total cost to the Council for 2020/21 and the future is still very difficult to quantify with confidence. The situation will remain under constant review and the Council is preparing for the worst, whilst doing all it can to improve the situation and reduce the immediate potential deficit and its impact in the future.

- 3.5 We are working hard to reduce our financial exposure in lower priority areas but at the same time trying to make sure that we are doing all we realistically can to support our residents and local businesses. Some early future planning has already commenced to try to limit the potential permanent damage to our revenue base and to look at the longer-term impacts on our Medium Term Financial Strategy. This report highlights the potential range of financial impact over the medium term to inform our future planning and highlight the level of preparation and range of considerations required.

#### 4 Summary of Central Government Support Received (End of August 2020)

- 4.1 The report that was presented to the Cabinet meeting in June 2020 provided a full assessment and details of the different levels and types of funding support that Southend-on-Sea had received. This was summarised into the following three main categories.

##### Central Government Passported Funding (Total Allocation £79,092,378)

Announcement	Local Allocation (£)
Business Rates Grants*	45,512,250
SBG, RHLG, Retail & Nursery Discount Schemes #	27,223,000
Council Tax Hardship	1,661,945
Top-Up Grants to Businesses* (5% of £38,835,000)	1,941,750
Business Improvement Districts Support	18,750
Infection Control for Adult Social Care	2,734,683
<b>Total</b>	<b>79,092,378</b>

\* 5% of intended spend of Business Rates Grant Allocation used to Fund Top-Up Grants to Businesses

# To be refunded via a Section 31 Grant.

##### Central Government Additional Direct Grant (Total Allocation £15,778,253)

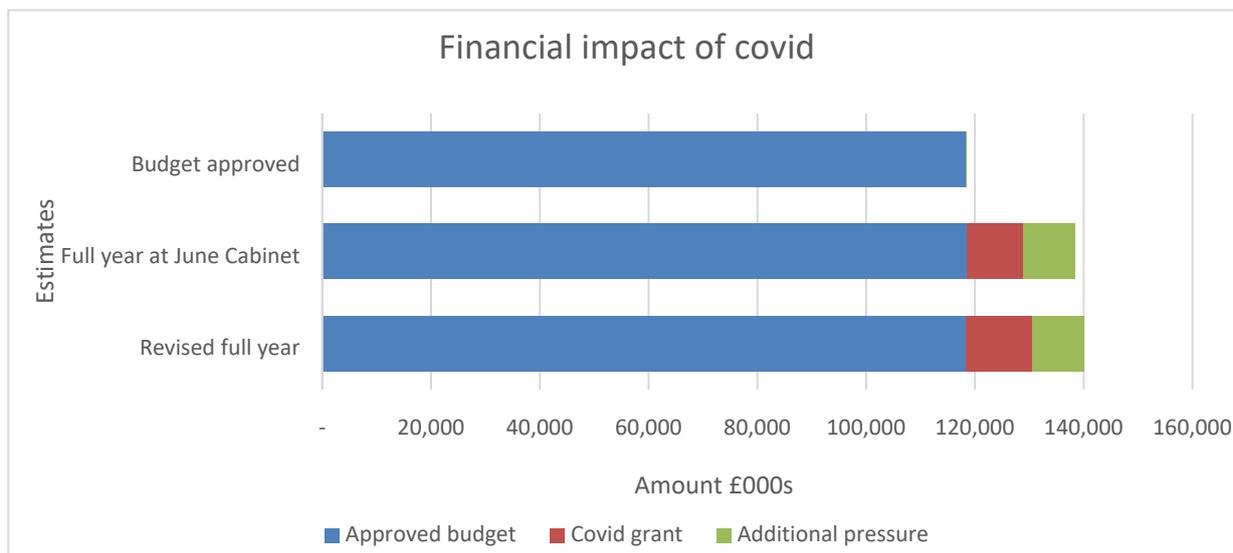
Announcement	Local Allocation (£)
Emergency Grant Funding (Tranche 1)	5,393,935
Emergency Grant Funding (Tranche 2)	5,062,493
Emergency Grant Funding (Tranche 3)	1,571,465
Most Vulnerable in Society Support	Awaiting allocation
New Test and Trace Service	£887,492
Reopening High Streets Safely Fund	163,096
Emergency Active Travel Fund	£1,545,000
South East Covid Kickstart (SELEP wide allocation)	£881,000
Travel Demand Management	£150,000
Additional Dedicated Home to School Transport	£123,772
<b>Total</b>	<b>15,778,253</b>

## Cashflow Support

The Government also introduced a range of measures to either defer payments by Southend-on-Sea Borough Council to the Government to later in this financial year or to make payments to us earlier and more quickly to help with our liquidity and cashflow.

### 5 Financial Assessment and Assumptions

- 5.1 The Council has continued to submit monthly returns to MHCLG and the following information represents the latest information that was submitted and also includes the most up to date information that we have available at the time of writing this report. The actual MHCLG returns themselves have evolved and changed each month as the Government attempts to capture more information at a local level.
- 5.2 In headline terms, based on our July return and updated for known activity in August we have estimated £12.695M of direct Covid-19 expenditure pressures for 2020/21 (including risk to recovery savings plans) and a £5.073M estimated reduction in direct income levels (sales, fees & charges) for the year. So, in total we have estimated £17.268M potential service pressures, against an updated un-ringfenced grant allocation of circa £12.0M. The other major concern is our loss in income collection from Council Tax and Business Rates which is now estimated to be around £5.1M in 2020/21, it is hoped that this will be slightly offset by £0.5M due to our participation in the Essex Business Rates Pool. We have continued to assess all our estimates as Amber at this stage of the year.
- 5.3 The following bar chart illustrates the impact of this updated assessment against our approved service budget for 2020/21. This is based on a complex series of assumptions but also on improving local intelligence and small established trends of different customer behaviour patterns. The key concern that remains is the currently forecasted £10.340M (shaded green) estimated unfunded pressure for 2020/21. The comparable figure in the June Cabinet report was £9.544M. So, the estimated 'gap' has increased, even though an extra £1.572M of emergency grant support from the government for tranche 3 has been received. Understanding the direct and indirect impact on local demand and the potential permanent pressures on the revenue base of the Council is still difficult to determine. The financial impact on the Council will remain under continual review.



## 6 Business Rates, Council Tax and Housing Rents Collection Impact

- 6.1 Clearly an area of major concern is the impact the crisis is having in terms of income collection and the potential increases in bad and doubtful debts across all our main income sources. The Council has quite rightly prioritised support for local residents, tenants and businesses by not issuing any recovery documentation, no enforcement action by agents and no summons have been issued. This moratorium currently remains in place but will be reviewed in September across different debt types. We have also effectively allowed the deferral of all rents from our commercial tenants for the first quarter of 2020/21. We have encouraged all tenants to open a dialogue with us to discuss and agree appropriate viable payments plans for the future.
- 6.2 We continue to experience significant increases in the number of Council Tax benefit claimants and additional numbers of housing tenants that are struggling to pay their rent. This situation may get even worse with the changes proposed to the national furlough scheme. We are hoping that the relaxation in the lockdown arrangements, combined with a growing number of UK residents opting for a 'staycation' that this will help to provide some additional support and activity for the local economy. Many businesses are still approaching us for further support including requesting additional payment holidays/deferred payments/writing off debt for historical rent and service charges etc. We are responding to these requests on a case by case basis and following the national guidance where applicable.
- 6.3 Based on our latest analysis and assessment we are currently forecasting a £1.5M deterioration in our collection of Business Rates. A combination of increasing benefit claimants - working age Local Council Tax Support (LCTS) has increased from 7,700 to 9,316 by July 2020 (21% increase) which has the effect of reducing our Council Tax base, together with additional challenges for collection means that we are currently forecasting a £3.6M reduction in Council Tax income for 2020/21. At this early stage of the year we are forecasting to receive a £0.5M benefit from the Essex Business Rates Pool for 2020/21. From a housing tenants' perspective, we are currently forecasting a circa £0.25M potential challenge by the end of the financial year.

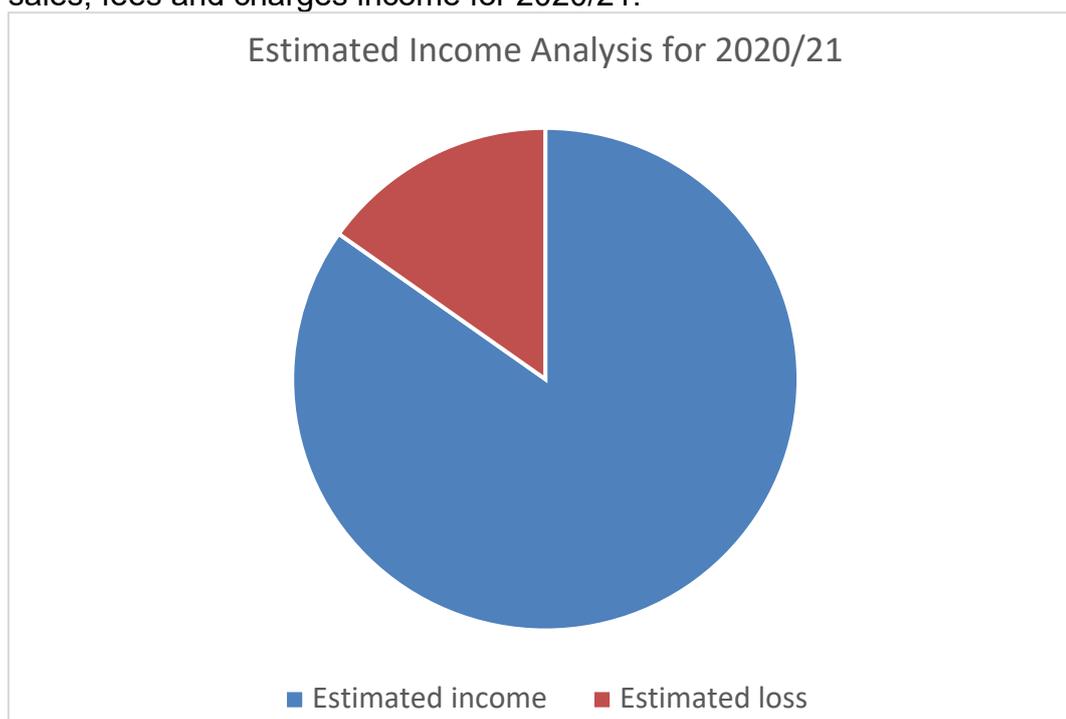
6.4 The government have recently announced their intention to allow authorities to spread 2020/21 collection fund deficits over three years. This is a year longer than the usual spreading over two years, with the estimate as at January 2021 being recovered the following year (2021/22) and the final outturn being recovered the year after (2022/23). We are still awaiting the technical details around the application of this initiative. MHCLG will prescribe the scheme in secondary legislation and intends to lay the relevant regulations in the autumn. MHCLG will be working with CIPFA and the local government sector to resolve the detailed accounting, audit, and reporting implications of this change.

## 7 Local Impact on Sales, Fees and Charges Income

7.1 Southend-on-Sea Borough Council budgeted to receive around £33.5M in total from a range of other income sources in 2020/21. It is very difficult to determine how activity levels will continue to fluctuate, reduce or in some cases even increase, particularly when lockdown measures are fully relaxed. The impact of Covid-19 and the associated lockdown did have a dramatic immediate negative effect on some of our universal income areas such as car parking, leisure and tourism.

7.2 There have been signs of improvement in some income areas but the continuing challenges for leisure, hospitality, adult social care client income and cultural services remain. As with some of the expenditure pressures it is still too early to draw any definitive conclusions, with so many factors that could change over the coming weeks and months. This is an area that will remain under intensive review but we are beginning to see some established patterns and if there is no further local lockdown in Southend-on-Sea then we are optimistic that some income streams may return to more normal levels of activity.

7.3 The following pie chart illustrates the revised estimated impact on our overall sales, fees and charges income for 2020/21.



- 7.4 There obviously also remains the potential impact of increasing bad and doubtful debts for a range of income streams that are not collected at point of sale or service delivery. It is an area which we are continuing to monitor and assess.
- 7.5 Encouragingly the government have recently announced an income guarantee scheme, whereby authorities would be compensated for 75% of losses of income after the first 5%. This is intended to shield authorities from significant losses, whilst also continuing to encourage authorities to ensure that they maximise income. The scheme's initial design and scope suggests that it will cover sales, fees and charges income, and the amounts are to be calculated using the 2020/21 budget. MHCLG intends to take a 'principles based' approach and to allow authorities to use their discretion in making claims. This is a positive development and we are currently awaiting the detailed technical guidance to make a formal assessment of the benefit this will bring and to get a better understanding of the arrangements for making our claims. An updated assessment and clarification on our position will be presented to a future meeting of Cabinet. It is hoped that this new initiative will be factored into the planned Period 6 monitoring report, scheduled to be presented to Cabinet in November 2020.

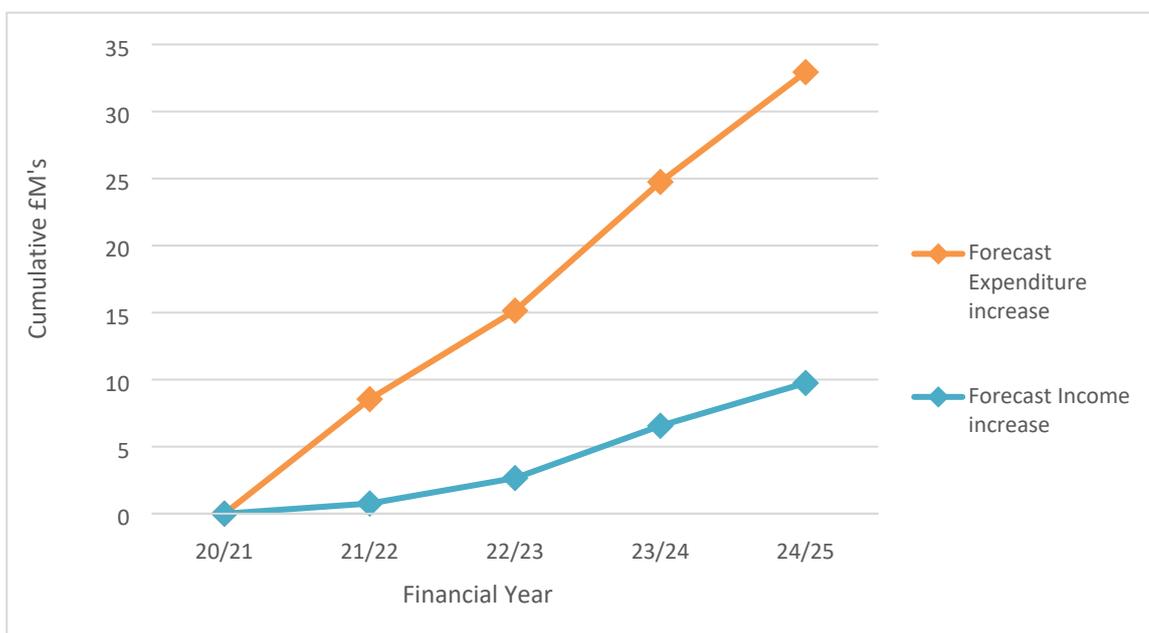
## **8 Future Demand and Potentially Currently Hidden Financial Challenges**

- 8.1 A potential further concern surrounds the possible future impact on key Adult and Children's Services after restrictions are fully lifted that could lead to a major increase in demand caused by isolation, stress and pressure building up in family units, domestic violence, vulnerable adults, children etc. Services have been working hard to try and manage the spikes in demand that we were experiencing and reporting throughout 2019/20 pre Covid-19. Recovery savings plans were in place to reduce demand and associated costs that are now at greater risk of non-delivery because of the uncertainty and pressure directly caused by the pandemic. This situation is in line with many other upper tier authorities across the country.
- 8.2 An area of ongoing concern that we are continually monitoring is the potential impact of Covid-19 on the adult social care provider market. Generally, care homes are based on around 90% occupancy levels, but some have been running closer to 70%. This is potentially damaging and unsustainable in terms of viability if occupancy levels remain this low or reduce further for an extended period. This is an area which we are keeping under review and regularly assess the impact on provision across Southend-on-Sea. Some of this concern should be mitigated by the Government's announcement of £600M nationally for an Infection Control Fund for Adult Social Care and the support already provided by the Council to adult social care homes through the deployment of our Covid-19 Emergency grant.

## 9 Medium Term Financial Strategy 2020/21 – 2024/25 Impact Assessment

9.1 The Government have confirmed that the originally planned Fair Funding Review and 75% Business Rates Retention Scheme will now NOT be implemented in 2021/22. It is still unclear at this stage whether a traditional three-year Comprehensive Spending Review will take place in the Autumn of 2020 or that the Government will decide to just focus on developing a single 2021/22 Financial Settlement for the Local Government Sector. This lack of clarity adds further uncertainty in trying to assess the future level of resources that may be available to Southend-on-Sea and adds further significant complexities and challenges to our future business and financial planning arrangements.

9.2 Despite this uncertainty and the need for many more assumptions and estimates to be applied than in previous years it is still vital that an assessment is undertaken to try to predict the potential range of financial pressure and challenge over the medium term. This initial work will be refined and developed further over the coming weeks. The estimated best case is that all extra costs and lost income caused by Covid-19 will be compensated for by Central Government and the Council's future financial gap returns to the level that was presented and approved as part of the setting of the 2020/21 Budget in February 2020. This is represented in the graphic below for reference.

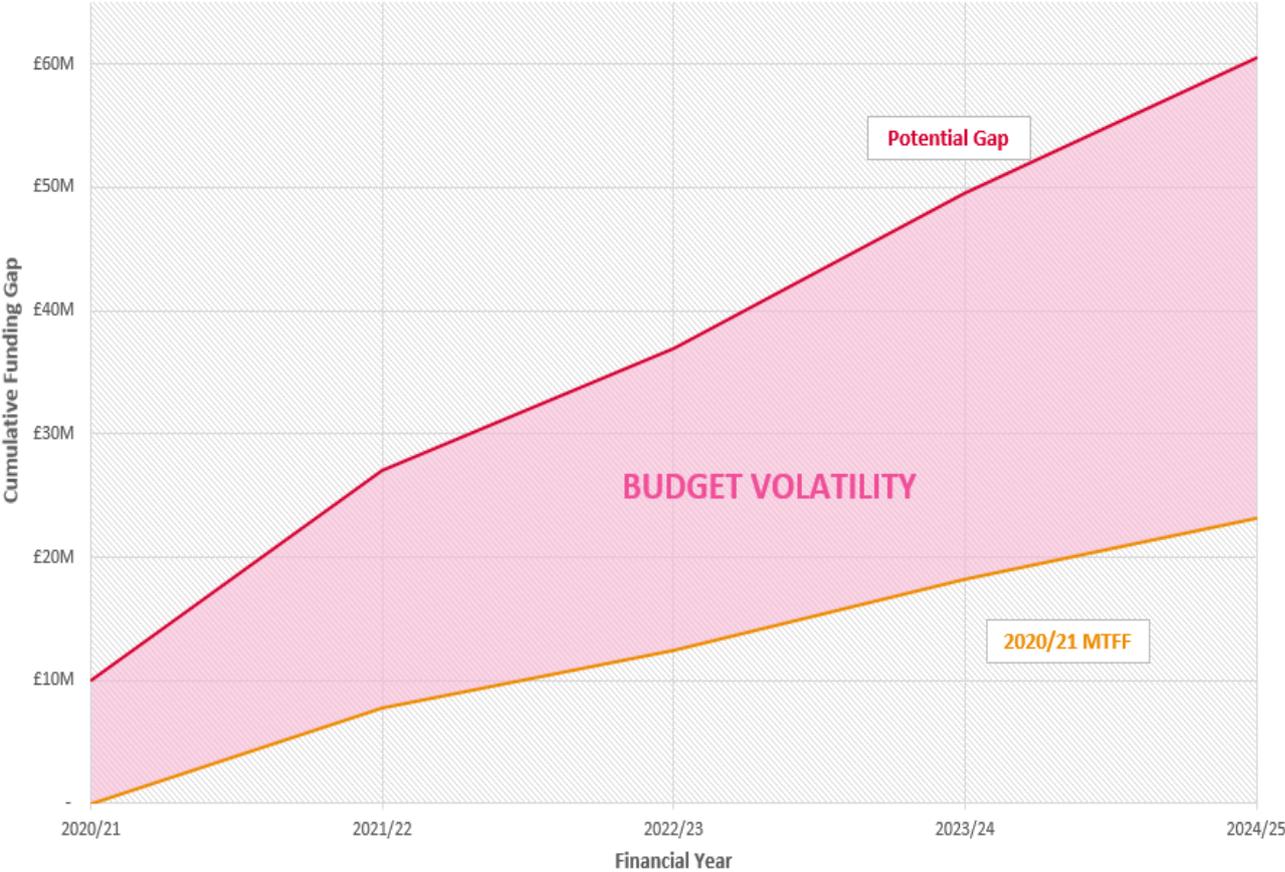


The forecast profiled budget gap represented in the chart above over the next five years is summarised financially in the table below: -

Year	2020/21	2021/22	2022/23	2023/24	2024/25	Total
Budget gap	£0M	£7.8M	£4.7M	£5.7M	£5.0M	<b>£23.2M</b>

9.3 The potential size of the financial gap in each of the next four years could change significantly and it will depend upon many factors, which are mostly very difficult to determine given the current uncertainty. The Government may only partly compensate the Authority for the actual full costs of Covid-19 that have been incurred, there could be long term or even permanent damage to the local economy and the revenue base of the Council. This can manifest itself in many ways including the need to fund additional welfare needs and benefits requirements, reductions in the generation and collection of income, additional demand and cost pressures for adults and children social care interventions etc.

9.4 There could potentially be further lockdowns caused by a second major spike of the pandemic. The following graph attempts to factor in these assumptions to try to establish a sensible and reasonable range of what the financial gap for the Authority could potentially look like over the medium term. The likelihood is that the size of the actual financial challenge will be somewhere within this spectrum. The Authority, along with the rest of the Local Government Sector has already started its budget preparations and some difficult choices and decisions will undoubtedly be required over the coming months. These are unprecedented times and Local Government has never faced such a challenge whilst also wrestling with so much uncertainty.



## **10 Local Impact on Major Projects and the Capital Investment Programme**

- 10.1 Our ambition for the delivery of key capital schemes has not diminished if anything our determination and desire to drive regeneration and growth has intensified. Realistically though Covid-19 has brought with it a whole additional set of new challenges and the viability of schemes will have to be reviewed and considered. A report elsewhere on the agenda provides an assessment on the Forum 2 project as a direct result of the impact of Covid-19 on the College and the Council. There will inevitably also be some delays in construction related projects. Although Government advice remains that construction activities should continue, works may have been delayed due to the availability of labour, plant and materials and some contractors did opt to cease activity for a period.
- 10.2 The Council has been very innovative and creative in developing a variety of funding arrangements for some major schemes, to take advantage of external grant initiatives and to reduce the financial impact locally. We are still seeking reassurance from Government, that these often time limited grants, get suitable extensions for defrayment and completion. In most cases we are still seeking 12-month extensions, but we also have the added potential complexity of Brexit and what impact that could have on EU secured funds. We will keep this under constant review.

## **11 Tactical and Strategic Response to Managing the Financial Challenge**

- 11.1 The Authority responded positively and quickly to the challenge that Covid-19 brought to the Borough. The immediate priority was given to keeping local people and everyone connected with our Organisation safe. The Authority mobilised support for residents and businesses and at incredible speed developed the capability for a large proportion of our workforce to continue to work safely and remotely.
- 11.2 The Authority has also re-deployed staff to priority areas such as food and PPE distribution, community hubs and safety support, together with enabling processes for new requirements like business grants to be paid. The Authority has not furloughed any staff, despite the challenges and reductions in income in certain service areas.
- 11.3 After the initial urgency of our response passed, more time has now been devoted to designing, preparing, and implementing our transition and restoration to whatever the new normal will look like. The potential size of the financial challenge of Covid-19 for the Authority is currently estimated to be around £10.3M for 2020/21. Our strategic response has been to try and reduce our financial exposure in lower priority areas, make sure we passport all new Government support to local businesses and residents as fast and as accurately as we can, fully deploy the circa £12M of emergency grant funding that we have already received and clearly evidence and lobby Central Government for additional resources.

- 11.4 We continue to respond to MHCLG's request about potential use of our reserves in every return. We have still estimated that we could use £1M of our general balance (which would then reduce to £10M). We also estimated that up to £2M of our Corporate Earmarked Reserves could be used, which will effectively reduce our Business Transformation Reserve and our ability to respond to 'invest to save' opportunities and delay planned transformational projects. We stressed that this could only be used on a short-term basis and that our reserves would need to be topped back up again in 2021/22.
- 11.5 We need to assess the positive impact of the opportunity to spread collection fund deficits over three years and the Government's new income guarantee initiative. Realistically further resources will be required and if our current estimates over the size of the financial gap is realised, then we would have to look again at in-year service changes and our earmarked reserves to try and fund the difference. This would be very challenging and have major repercussions for our future medium-term business planning, leading to some very difficult choices in terms of reviewing our future cost base and income generating potential. This could ultimately result in permanent changes to our local service range and offer.
- 11.6 Our other clear strategic challenge back to Central Government is to give some urgent clarity over the estimated future levels of financial settlements for Southend-on-Sea and for the overall Local Government Sector.

## **12 Conclusions**

- 12.1 This report provides an insight into the potential financial impact of Covid-19 on Southend-on-Sea Borough Council. This assessment is based on a huge amount of disparate information, together with a range of constantly developing assumptions. At the time of writing this report we are waiting for further details and guidance around the two new government schemes for income guarantee and for spreading collection fund deficits. These initiatives will undoubtedly help to improve the currently predicted financial situation for the Council in 2020/21. From a future financial planning perspective, it is still very difficult to form accurate definitive conclusions with confidence at this stage.
- 12.2 The pandemic will continue to have financial implications for our residents, businesses, and the Council itself over the coming weeks and months. Better and more informed intelligence is being gathered each week and a greater understanding of potential future scenarios and outcomes is being established. It is proposed to continue to bring updated reports to future Cabinet meetings. These will inform the deliberations of Cabinet and highlight with more certainty the potential financial impact on the Council for 2020/21 and the future.
- 12.3 We will continue to lobby Central Government with our other Essex local authorities for extra resources to both help with our local response but also the transition, preparation, and implementation of our restoration. We are recording all our costs and measuring the impact on all our income budgets to provide appropriate evidence. At some stage in the future it is hoped that this may be used to form a fair financial compensation request to the Government if needed.

- 12.4 Further work is continuing to refine our understanding of what our estimated financial position will be in the longer term. This is essential to revise our Medium Term Financial Strategy and to inform the Authority's strategic response to maintain our financial sustainability and continue to strive to deliver better outcomes for our local residents, businesses and our visitors.

### **13 Background Papers**

Various Government Announcements relating to Covid-19  
Medium Term Financial Strategy 2020/21 – 2024/25  
Initial Local Financial Assessment of Covid-19 (9 June 2020 Cabinet Report)

# Southend-on-Sea Borough Council

Report of Executive Director (Finance & Resources)

To

Cabinet

On

15 September 2020

Report prepared by:

Pete Bates, Interim Head of Corporate Finance

Caroline Fozzard, Group Manager for Financial Planning and Control

Agenda  
Item No.

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**Resourcing Better Outcomes - Financial Performance Report – Period 4**  
**Policy and Resources Scrutiny Committee**  
**Cabinet Members: Councillor Ian Gilbert and Councillor Ron Woodley**  
***Part 1 (Public Agenda Item)***

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## 1 Purpose of Report

The Resourcing Better Outcomes financial performance report is a key tool in scrutinising the Council's financial performance. It is designed to provide an overview to all relevant stakeholders. It is essential that the Council monitors its budgets throughout the year to ensure that it is meeting its strategic objectives and that corrective action is taken where necessary.

## 2 Recommendations

That, in respect of the 2020/21 Revenue Budget Performance as set out in appendix 1 to this report, Cabinet:

### 2.1 Note the forecast outturn for the General Fund and the Housing Revenue Account as at July 2020.

### 2.2 Approve the planned budget transfers (virements) of £824,300 between portfolio services, as set out in section 4.11;

That, in respect of the 2020/21 Capital Budget Performance as set out in appendix 2 of this report, Cabinet:

### 2.3 Note the expenditure to date and the forecast outturn as at July 2020 and its financing;

### 2.4 Approve the requested changes to the capital investment programme for 2020/21 and future years, as set out in section 3 of appendix 2.

### **3 COVID-19 Impact and Implications**

- 3.1 It is still too early to assess the overall health and economic impact of COVID-19. The challenge is clearly worldwide, and national governments continue to wrestle with putting in place the right package of measures to save lives and to try to minimise the spread of the virus and its impact across the population. Consideration has now turned to how they can safely get their respective economies working again.
- 3.2 The pandemic has had a huge direct operational and financial impact right across the Local Government Sector. All local authorities are struggling with the challenges of uncertainty, large financial pressures and concerns for their residents and local areas in such unprecedented times. Most of the demand and financial pressures highlighted in this report are inextricably linked directly or indirectly to COVID-19.
- 3.3 Effectively managing the short and medium term financial challenges that COVID-19 has brought to the Borough will be an important factor in our future success. There is a separate report elsewhere on this Cabinet agenda that provides an updated assessment of the implications so far and estimates the potential range of impact on the Council's Medium Term Financial Strategy 2020/21 – 2024/25. This report will focus on providing some detail and commentary of the financial variances at a portfolio level that are currently forecast for 2020/21. This is based on the best information that we currently have available.

### **4 Revenue – General fund**

- 4.1 In February 2020, the Council approved a General Fund revenue budget requirement for 2020/21 of £130.429M. This report provides details of the current projected outturn position for 2020/21 based on information as at the end of July 2020 (Period 4). In headline terms the Council is currently forecasting a net overspend of £10.3M for 2020/21, which is around 3.0% of the gross expenditure budget. This also takes into account the three tranches of Emergency COVID-19 Grant (circa £12M) that we have received so far this year.
- 4.2 Other more recent Government initiatives such as the opportunity to spread collection fund deficits and the income guarantee scheme for losses in sales, fees and charges have not yet been assessed or included. At the time of writing this report we had just received the initial guidance on the income guarantee scheme, and we need to assess the potential impact. No technical details on the collection fund arrangements have yet been received. Both initiatives will help to improve the current forecasted position for 2020/21 and ideally this will be reflected in the Period 6 financial performance update which is scheduled to be reported to the Cabinet meeting in November 2020.

- 4.3 The Council is trying to deal with many of the same uncertainties and financial challenges that all other upper tier authorities right across the country are experiencing. It is incredibly difficult to untangle and isolate specific demand and cost pressures that are prevalent across the Authority now due to the impact of COVID-19. It is possible that part of the financial challenge is a continuation of some of the service pressures that were prevalent in 2019/20. This should have been minimised though by the extra investment that was approved for key services as part of the budget setting process for 2020/21. Where required some service recovery plans have been developed but it has proved impossible to fully implement them effectively due to the continuing response and challenges caused by the COVID-19 crisis.
- 4.4 The local government pay settlement for 2020/21 has just been agreed at 2.75%, which is 0.75% higher than budgeted and this is estimated to add around £0.75M to the financial pressure of the Council.
- 4.5 The 2020/21 approved budget did include a one-off £3M earmarked support for Children's Services which has not yet been released or included in the forecast outturn assessment at this early stage of the year. This would clearly reduce the current forecast level of overspending in this area. The Council also has a general contingency of around £1.5M which is still available and uncommitted, but again it is has been decided not to release this at this early stage in the year. The situation will continue to be carefully monitored and further consideration and assessment will be provided as part of the Period 6 monitoring report.
- 4.6 A clear area of major concern is the impact COVID-19 is having on income collection and the potential increases in bad and doubtful debts right across all our main income sources. Based on our latest analysis and assessment we are currently forecasting a £1.5M deterioration in our collection of Business Rates. A combination of increasing benefit claimants - working age Local Council Tax Support (LCTS) had increased from 7,700 to 9,316 by the end of July 2020 (21% increase) which has the effect of reducing our Council Tax base, together with additional challenges for collection means that we are currently forecasting a £3.6M shortfall in Council Tax income collected for 2020/21. Our total forecast collection fund deficit of £5.1M (£1.5M + £3.6M) should be slightly offset by a circa £0.5M benefit from our continued participation in the Essex business rates pool.
- 4.7 The Council's new 'Getting to Know Your Business' programme has now started to be implemented. This programme will help to establish a baseline for all services in terms of their costs, income generation potential, value for money and performance. This data will highlight key lines of enquiry where benchmarking may suggest that either our costs or income levels are above or below average. This will lead to potential changes in operation or highlight areas for Cabinet to consider a review of existing policies.

- 4.8 Services are also continuing to develop further recovery and mitigation plans to try to improve the current financial situation. Adult Social Care will undergo a comprehensive independent diagnostic to identify areas for review and improvement. All services are being challenged to try to improve efficiency and productivity to ensure that the resourcing of better outcomes for our residents are achieved at the best value for the local taxpayer.
- 4.9 Clearly, we are all still living with the virus without a current proven and available vaccine and any new spikes that result in a local lockdown or a further tightening of the current arrangements will create additional challenges that we will need to respond proportionately and appropriately to. The Council has also deliberately and prudently maintained a sensible level of reserves that could be used as a last resort at the year end.
- 4.10 Despite the clear and obvious financial challenges highlighted in this report the Council remains in a much stronger and resilient financial position than many other Local Authorities. We will continue to lobby Central Government with our other Essex local authorities for extra resources to both help with our local response but also the transition, preparation, and implementation of our restoration. We will also assess the impact of more recent Government announcements that should help to improve the current overall forecast financial position for 2020/21.
- 4.11 All budget transfers (virements) over £250,000 between portfolios or between pay and non-pay budgets are considered and approved by Cabinet. These budget transfers have a net nil impact on the Council's overall budget. The following budget transfers for Cabinet approval this period are:

<u>£</u>	
824,300	Final re-alignment of budgets to support the go-live of the Passenger Transport Joint Venture

<b><u>824,300</u></b>	<b><u>TOTAL</u></b>
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## 5 Revenue – Housing Revenue Account

- 5.1 In February 2020, the Council approved a balanced 2020/21 Housing Revenue Account budget for 2020/21. This report details the projected outturn position for this year based on actual activity and financial performance as at the end of July 2020 (Period 4).
- 5.2 Despite the challenges of COVID-19 the current forecast for the Housing Revenue Account indicates that it will have a net surplus of (£0.3M) in 2020/21, (around -1.3%) of gross operating expenditure. This positive position is predominantly due to increased levels of rental income received due to a lower level of voids within the Housing stock, which demonstrates good housing management practice. It must be noted that there is a risk on the levels of rent arrears due to the impact of COVID-19 on tenant's income and their continuing ability to pay. This situation will be kept under constant review and work is ongoing with tenants to try and provide appropriate support and mitigate any impact.

- 5.3 It is currently anticipated that any surplus will be transferred to the HRA Capital Investment Reserve at the year-end for future planned investment into the housing stock. Potential to use some of the forecast surplus to fund additional revenue contributions to capital is also under consideration.

## **6 Capital**

- 6.1 Successful and timely delivery of the capital investment programme is a key part of achieving the Southend 2050 ambition and delivering the outcomes. The investment contributes to the five themes in the following way:
- 6.2 Pride and Joy – the key investment areas are: the ongoing refurbishment and enhancement of Southend’s historic pleasure pier and the town’s cultural and tourism offer, including libraries, museums and theatres.
- 6.3 Safe and Well – the key investment areas are: the construction and acquisition of new council homes and the refurbishment of existing ones via the decent homes programme; social care with the building of a new care facility and day centre to provide high quality services for people with high and complex needs.
- 6.4 Active and Involved – the key investment area is the Cart and Wagon Shed for the coastal community team to use as part of their community interest company.
- 6.5 Opportunity and Prosperity – the key investment areas are: the Airport Business Park to deliver benefits for both local businesses and local communities, creating thousands of job opportunities and attracting inward investment; the secondary schools expansion programme has delivered 120 permanent additional secondary school places for September 2018 and a further 80 for September 2019. This expansion is across eight of the twelve Southend secondary schools and will result in an additional 1,050 places for 11-16 year old pupils once completed.
- 6.6 Connected and Smart – the key investment areas are: the investment in the borough’s highways and transport network, including the improvements to the A127 Growth Corridor funded by the Local Growth Fund; investment in the Council’s ICT infrastructure and networks to enable and transform outcome focussed service delivery.
- 6.7 In March 2020 the Council agreed a capital investment programme budget for 2020/21 of £70.957M. The outturn for 2019/20 showed a final spend of £59.5M against a revised budget of £71.0M, an underspend of £11.5M. The proposed budget carry forwards, accelerated delivery requests and other budget re-profiles and amendments initially resulted in a revised budget for 2020/21 of over £124M. It was clear that the programme needed to be reduced and a preliminary review was conducted which concentrated on the key strategic schemes’ ability to deliver in the new environment and taking into consideration the position on external funding aligned to those schemes. This reduced the 2020/21 budget to £94.6M.

- 6.8 Despite the challenges to the delivery of the capital investment programme as a result of the global pandemic, the Council's ambition to deliver better outcomes is not diminished. So in line with the approach where schemes can enter the programme during the financial year and not just annually at budget setting, there were a number of priority projects that were approved at the June and July Cabinet meetings for inclusion into the capital investment programme. This increased the 2020/21 budget to £96.0M
- 6.9 £48.612M of this budget is identified as strategic schemes such as the Airport Business Park and the Delaware and Priory new build.
- 6.10 Very few changes are proposed at this stage, as there are still uncertainties around the implications of the COVID-19 pandemic on the capital investment programme delivery for 2020/21 and future years. There is a report elsewhere on the agenda which is considering the future development of the Forum 2 project. If this report is approved, then this will remove £18.950M from the overall programme. As a clearer position on several external factors is available, the capital investment programme will be subject to a more fundamental review. The first stage of this review is planned to complete in time for inclusion in the Period 6 performance report to Cabinet in November.
- 6.11 Progress of schemes will be re-assessed in light of the Council's updated outcomes, refreshed roadmap and six recovery priorities (where major projects are in the capital investment programme these are included as strategic schemes). Some schemes may be removed from the main programme entirely and others held as 'subject to viable delivery plans' until it can be demonstrated that there is the capacity and resources to deliver them in the timescales indicated. Schemes can then be brought back into the main programme as and when it is appropriate to do so. This approach follows the current approach introduced two years ago when schemes can enter the programme during the financial year and not just annually at budget setting.
- 6.12 Just over a quarter of the programme is financed by Government grants and external developer and other contributions and at the end of July approximately 40% had been received. The rest of the programme is funded by capital receipts, the use of reserves or by borrowing. Funding schemes by borrowing has a revenue consequence of approximately £70k for every £1M borrowed.
- 6.13 This report details the projected outturn position for 2020/21 based on information as at the end of July (period 4). The report includes details of progress in delivering the 2020/21 capital investment programme and in receiving external funding relating to that year.
- 6.14 Since June Cabinet the Investment Board has agreed some proposed new schemes can progress to Cabinet for consideration. As a result of the above, this report includes any virements between schemes, new external funding, proposed new schemes and proposed scheme deletions.

6.15 The progress of schemes for 2020/21 is detailed in sections 1 and 2 of Appendix 2 with Section 3 setting out the resulting requests to:

- Add scheme budgets totalling £3,248,000 into 2020/21 where new external funding has been received;
- Add scheme budgets totalling £400,000 into 2020/21 for new schemes and additions to the capital investment programme;
- Action virements of budget between approved schemes;
- Remove £55,000 of 2020/21 scheme budgets no longer required;

6.16 As at the end of July the capital outturn for 2020/21 is currently estimated at £99,622,000. This is expected to reduce following the fundamental review of the capital investment programme as highlighted in 6.10 and 6.11. An updated assessment will be included in the Period 6 performance report and presented to Cabinet in November 2020.

6.17 The 2020/21 capital budget is part of the wider capital investment programme spanning several years. The table below shows the revised programme if all the above requests are approved:

	<b>2020/21 £(000)</b>	<b>2021/22 £(000)</b>	<b>2022/23 £(000)</b>	<b>2023/24 £(000)</b>	<b>2024/25 £(000)</b>	<b>Total £(000)</b>
At July Cabinet	96,029	76,724	23,324	13,270	16,835	226,182
Amendments	3,593	0	0	0	0	3,593
Revised programme	99,622	76,724	23,324	13,270	16,835	229,775

## 7 Other Options

7.1 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 members and to also formally manage the Council's exposure to financial risk. More frequent monitoring is undertaken by officers and considered by individual service Directors and the Council's Corporate Management Team (CMT) including the implementation of any necessary remedial actions.

## 8 Reasons for Recommendations

8.1 The regular reporting of Revenue and Capital Budget Monitoring information provides detailed financial information to members, senior officers and other interested parties on the financial performance of the Council. It sets out the key variances being reported by budget holders and the associated management action being implemented to address any identified issues.

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

- 8.3 It is important that any adverse variances are addressed in order for the Council to remain within the approved budget provision or where this cannot be achieved by individual service management action, alternative proposals are developed and solutions proposed which will address the financial impact. Members will have a key role in approving any actions if the alternative proposals represent significant changes to the service delivery arrangements originally approved by them.

## **9 Corporate Implications**

### **9.1 Contribution to the Southend 2050 Road Map**

The robustness of the Council's budget monitoring processes and the successful management of in-year spending pressures are key determinants in maintaining the Council's reputation for strong financial probity and effective stewardship. This approach also enables the Council to redirect and prioritise resources to ensure the delivery of agreed outcomes for the benefit of local residents, local businesses and visitors to Southend-on-Sea.

### **9.2 Financial Implications**

As set out in the body of the report and accompanying appendices.

### **9.3 Legal Implications**

The report provides financial performance information. It is good governance and sensible management practice for the Council to consider monitoring information in relation to plans and budgets that it has adopted.

Section 3 of the Local Government Act 1999 requires the Council as a best value authority to "make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness". Monitoring of financial and other performance information is an important way in which that obligation can be fulfilled.

The Council is required by section 151 of the Local Government Act 1972 to make arrangements for the proper administration of its financial affairs. The Council is also required by section 28 of the Local Government Act 2003 to monitor its budget and take corrective action, as necessary. The Council's chief finance officer has established financial procedures to ensure the Council's proper financial administration. These include procedures for effective budgetary control. To comply with these best practice arrangements, it is important that Cabinet receive information and comment accordingly on the performance of the revenue and capital budgets as set out in the report.

### **9.4 People Implications**

None arising from this report

## 9.5 Property Implications

None arising from this report

## 9.6 Consultation

None arising from this report

## 9.7 Equalities and Diversity Implications

None arising from this report

## 9.8 Risk Assessment

Sound budget monitoring processes underpin the Council's ability to manage and mitigate the inherent financial risks associated with its budget, primarily caused by the volatility of service demand, market supply and price.

The primary mitigation lies with the expectation on CMT and Directors to continue to take all appropriate action to keep costs down and optimise income. Any adverse variances will require the development of remedial in year savings plans and appropriate spending reductions wherever possible. The ultimate back-stop mitigation would be to draw on reserves to rebalance the budget, but this will only be done at year end and will only be considered should all other in year measures fail.

With the likely scale of funding pressures and future resource reductions continuing, it is important that the Council holds a robust position on reserves and maintains the ability to deal positively with any issues that arise during this and future financial years.

## 9.9 Value for Money

The approved budget reflects the Council's drive to improve value for money and to deliver significant efficiencies in the way it operates. Monitoring the delivery of services within the budget helps to highlight areas of concern and to assist in the achievement of improved value for money.

## 9.10 Community Safety Implications

None arising from this report

## 9.11 Environmental Impact

None arising from this report

## **10 Background Papers**

Approved 2020/21 Budget – Report to Council 20 February 2020  
Medium Term Financial Strategy 2020/21 – 2024/25

## **11 Appendices**

Appendix 1 Period 4 – July 2020 Revenue Budget Performance 2020/21

Appendix 2 Period 4 – July 2020 Capital Investment Programme  
Performance 2020/21

## Appendix 1

# Budget Monitoring & Reporting 2020/2021

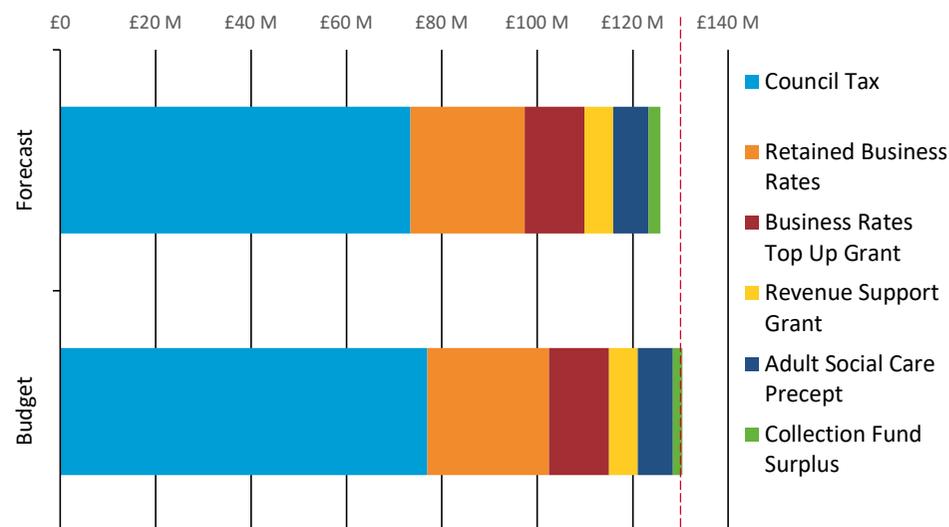
## Period 4 - July 2020 Revenue Budget Performance



## Summary

Last Reported	Portfolio	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Leader: Housing, ICT, Revenues & Benefits	17.384	19.121	1.737
0.000	Deputy Leader: Assets, Highways and Transport	4.699	7.763	3.064
0.000	Business, Culture and Tourism	5.025	6.042	1.017
0.000	Children and Learning	30.693	35.228	4.535
0.000	Community Safety and Customer Contact	4.188	4.284	0.096
0.000	Environment and Planning	18.416	19.899	1.483
0.000	Health and Adult Social Care	39.097	43.143	4.046
<b>0.000</b>		<b>119.502</b>	<b>135.480</b>	<b>15.978</b>
0.000	Corporate Budgets	25.644	26.044	0.400
<b>0.000</b>		<b>145.146</b>	<b>161.524</b>	<b>16.378</b>
0.000	Contribution to / (from) earmarked reserves	(8.473)	(8.473)	0.000
0.000	Revenue Contribution to Capital	0.363	0.363	0.000
0.000	Non Service Specific Grants	(6.607)	(17.245)	(10.638)
<b>0.000</b>	<b>TOTAL</b>	<b>130.429</b>	<b>136.169</b>	<b>5.740</b>
0.000	Funding	(130.429)	(125.829)	4.600
<b>0.000</b>		<b>0.000</b>	<b>10.340</b>	<b>10.340</b>

Sources of funding (£s)



This is the first detailed financial performance report for 2020/21 and it summarises the forecast position as at the end of July 2020 (Period 4). All local authorities right across the country have been wrestling with the unprecedented circumstances and challenges caused by the impact of COVID-19 on both their operations and finances. All services have been directly or indirectly affected by the pandemic to a greater or lesser extent and at this relatively early stage in the year it is very difficult to attribute causes that have not in some way been influenced by COVID-19. Our understanding and confidence in predictions, spending patterns, income activity levels and behaviours is increasing each week/month as further data becomes available. The next performance report for Period 6 is scheduled for November 2020 and it is hoped that further details and guidance over the Government's two new initiatives to enable the spreading of Collection Fund deficits over three years and the income guarantee scheme will be available and both will have a positive financial impact in 2020/21.

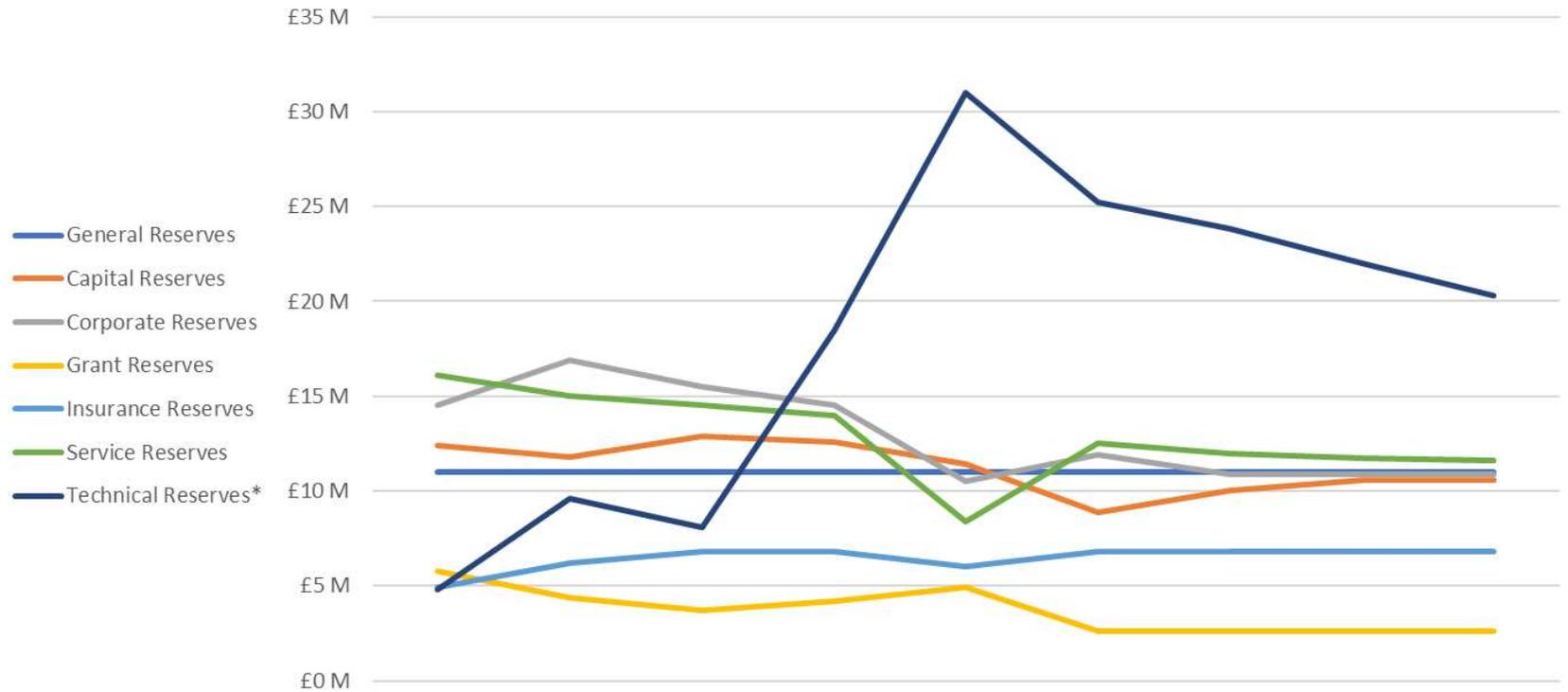
Corporate budget variance £0.400M highlights the forecast loss in investments caused directly by COVID-19. Non service specific grants positive variance of (£10.638M) is the remaining amount of unapplied COVID-19 emergency grant that we have received and the funding line variance £4.600M highlights the net negative impact on our Collection Fund for Business Rates and Council Tax.

In conclusion, and despite the effects of COVID-19 and the corresponding financial impact, the Council remains in a relatively strong position compared to many other upper tier authorities across the country. This is because of its level of sensible reserves, financial resilience, and ability to cope with unexpected challenges.

## Reserves

The Council maintains General Fund reserves at £11.0M in line with the Medium Term Financial Forecast. This provides a working cashflow balance and allows a degree of financial security in the case of unexpected events or emergencies.

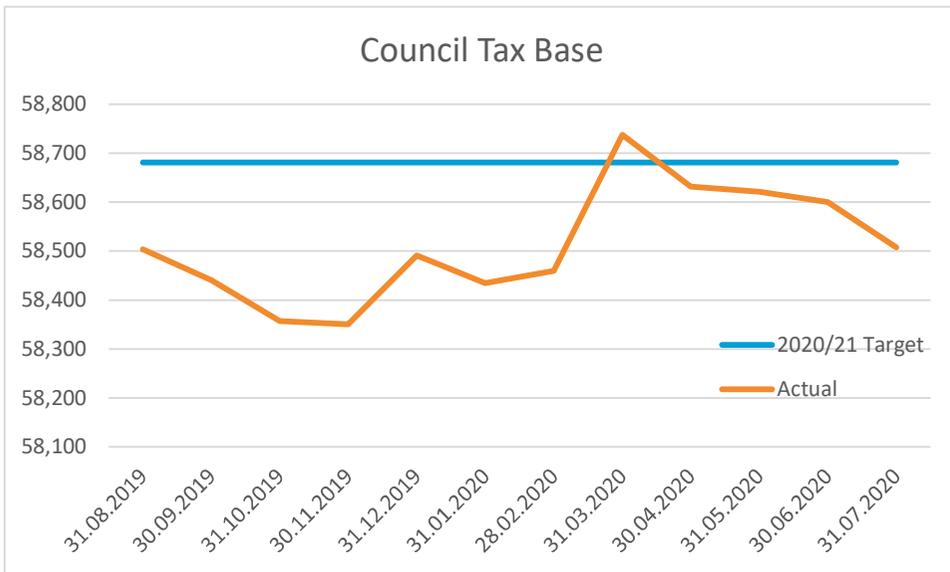
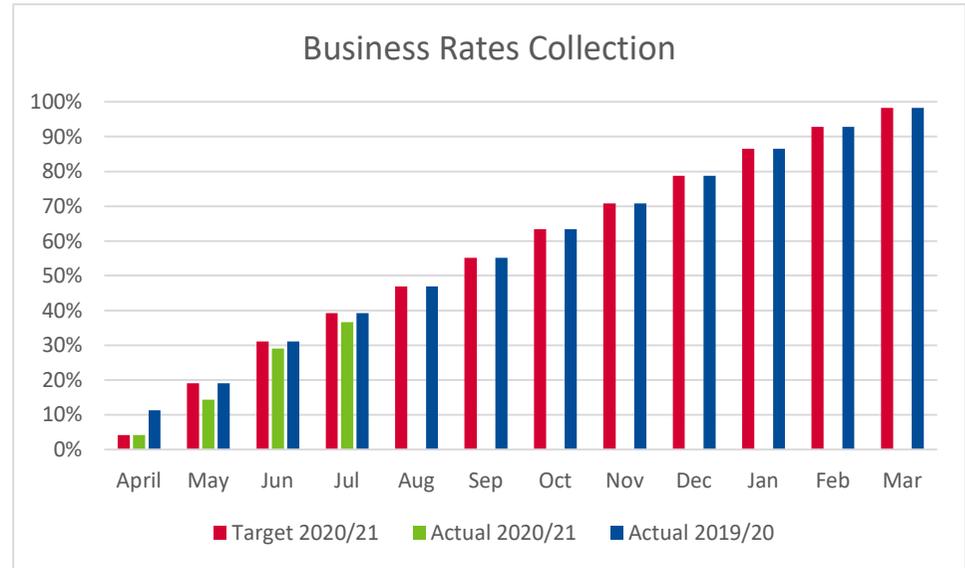
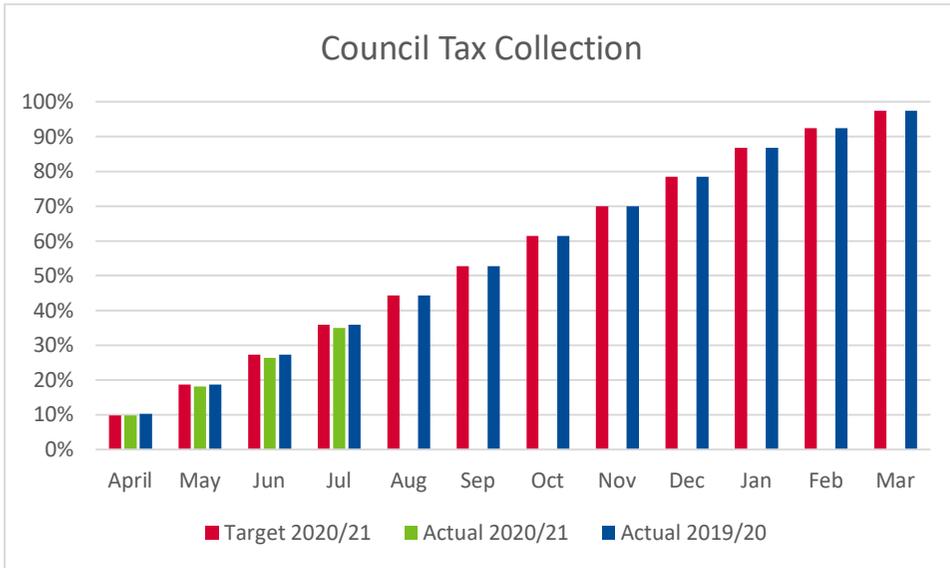
In addition, Earmarked Reserves are set aside to fund future projects and to mitigate specific risk. The level of these reserves will fluctuate as grants are received, risk is realised and projects progress.



	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
<b>Reserves in £M</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>
General Reserves	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0
Capital Reserves	12.4	11.8	12.9	12.6	11.4	8.9	10.0	10.6	10.6
Corporate Reserves	14.5	16.9	15.5	14.5	10.5	11.9	10.9	10.9	10.9
Grant Reserves	5.8	4.4	3.7	4.2	4.9	2.6	2.6	2.6	2.6
Insurance Reserves	4.9	6.2	6.8	6.8	6.0	6.8	6.8	6.8	6.8
Service Reserves	16.1	15.0	14.5	14.0	8.4	12.5	12.0	11.7	11.6
Technical Reserves*	4.8	9.6	8.1	18.5	31.0	25.2	23.8	22.0	20.3
	<b>69.5</b>	<b>74.9</b>	<b>72.5</b>	<b>81.6</b>	<b>83.2</b>	<b>78.9</b>	<b>77.1</b>	<b>75.6</b>	<b>73.8</b>

\* Technical Reserves are held to even out the Council's finances and reduce in year volatility

# Collection Rates



Collection rates for the current financial year are below the monthly target on both Council Tax (0.9% below target) and Business Rates (2.7% below target). This reduction in performance and impact on the collection fund is directly due to COVID-19.

The Council Tax Baseline reflects a decrease of 173.95 properties, due primarily to increased eligibility and take-up of the Local Council Tax Support Scheme. The Council Tax Relief element is now 335 properties higher than the budgeted band D equivalent.

The NDR Baseline is reflecting a decrease of £11.6m, however this is covered by the increased S31 grant that is payable as a result of the increased retail relief due to COVID-19.

## Leader: Housing, ICT, Revenues & Benefits

**28.43%**

of Total Gross Revenue  
Service Budget

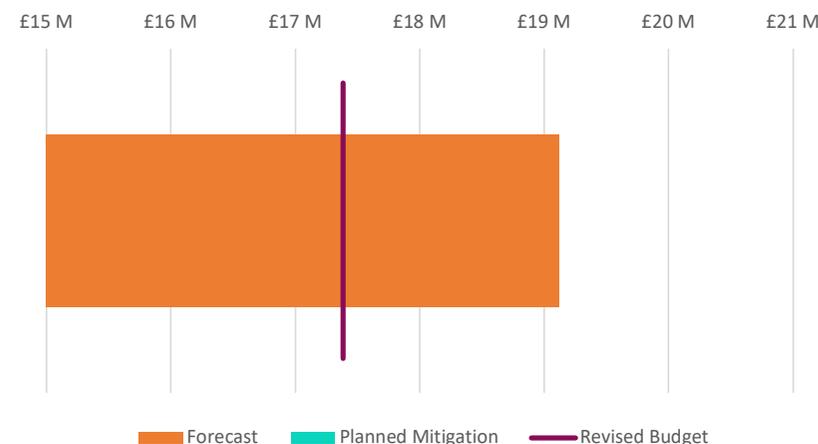
**£1.7M**

Forecast Adverse Variance

**0.56%**

Variance as % of Total Gross  
Budget Envelope

Last Reported Variance £M	Service Area	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Housing	3.422	3.849	0.427
0.000	ICT	3.271	3.621	0.350
0.000	Legal and Democratic Services	2.929	2.854	(0.075)
0.000	Other Services	4.611	4.721	0.110
0.000	Revenues and Benefits	1.141	2.082	0.941
0.000	Strategic Planning and Policy	2.011	1.995	(0.016)
<b>0.000</b>		<b>17.385</b>	<b>19.122</b>	<b>1.737</b>
0.000	Gross Expenditure	88.355	89.537	1.182
0.000	Gross Income	(70.970)	(70.415)	0.555
<b>0.000</b>		<b>17.385</b>	<b>19.122</b>	<b>1.737</b>



All rough sleepers were placed in temporary accommodation during the period of the COVID-19 lockdown. This has resulted in a pressure on Bed and Breakfast spend. The team are moving clients on to permanent accommodation wherever possible but there is a risk that some remain in temporary accommodation beyond the emergency period.

The pressure on temporary accommodation is being slightly offset by an underspend in the Private Sector Housing team due to vacancies. There is a planned recruitment drive to try to fill these vacant posts, together with the potential of engaging agency cover to clear the current backlog of work.

The approved ICT restructure has required a significant recruitment drive to attract the necessary skills, expertise, and experience to the Council and this has resulted in a one-off cost to engage with the specialist market effectively. To ensure robust network connectivity during the extended period of working remotely there has also been additional one-off costs to bring equipment and support arrangements up to date.

Due to COVID-19 there has been an embargo on the issuing of any summons for unpaid council tax and business rates debts. As a result of this reduction in court appearances there has been less income received by SBC from court fees. There is also an unfunded gap between the subsidy received from central government and the value of benefits paid to claimants. Unfortunately, the impact of COVID-19 has seen an increase in working age benefit claimants and this highlighted pressure may remain or could get even worse by the end of the year. Welfare reform changes over the past few years have been managed via our reserves. There will now be a requirement for a permanent increase in the Council's revenue base to deal with the net expenditure that remains after applying the benefits subsidy received from the Government.

## Deputy Leader: Assets, Highways and Transport

**6.21%**

of Total Gross Revenue  
Service Budget

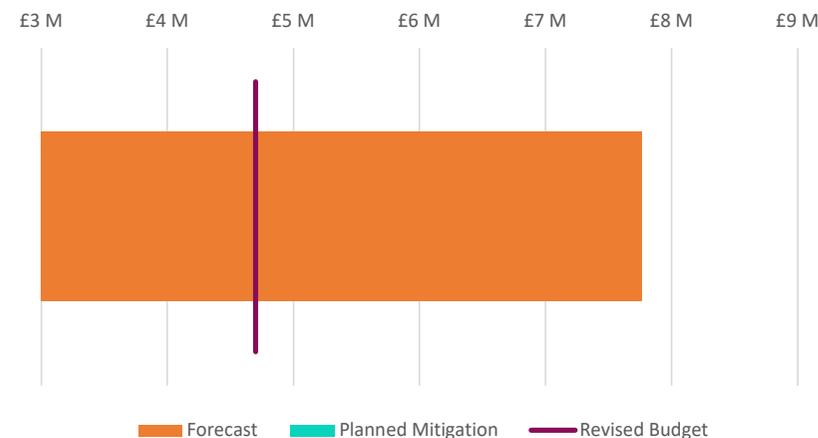
**£3.1M**

Forecast Adverse Variance

**0.99%**

Variance as % of Total Gross  
Budget Envelope

Last Reported Variance £M	Service Area	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Asset and Facilities Management	(0.472)	(0.482)	(0.010)
0.000	Financial Services	3.717	3.647	(0.070)
0.000	Highways and Transport	1.454	4.598	3.144
<b>0.000</b>		<b>4.699</b>	<b>7.763</b>	<b>3.064</b>
0.000	Gross Expenditure	19.313	19.470	0.157
0.000	Gross Income	(14.614)	(11.707)	2.907
<b>0.000</b>		<b>4.699</b>	<b>7.763</b>	<b>3.064</b>



COVID-19 and the associated lockdown and social restrictions have placed an enormous strain on the parking income of the authority during one of the busiest times of the year for the town. A reduction in travel has resulted in a reduction in both pay and display income and enforcement activity.

There continues to be increased costs associated with the security and cleaning in the Travel Centre. Street lighting columns are replaced when damaged and although there is a continued increase in insurance claims to recover monies where possible there remains a financial pressure in the service overall.

Fixed term resources have been deployed to deliver on a range of policies and strategies within parking and transport. Once these policies are in place the recently approved highways and transport staffing structure will be delivered and the temporary staffing pressures should subside.

## Business, Culture and Tourism

**2.39%**

of Total Gross Revenue  
Service Budget

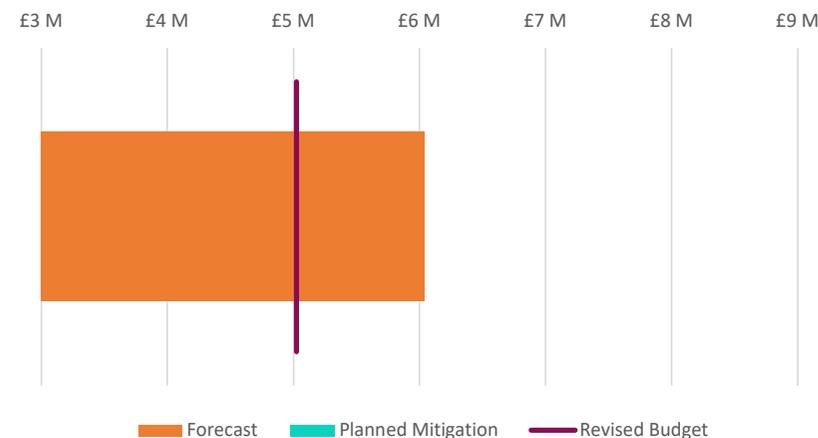
**£1.0M**

Forecast Adverse Variance

**0.33%**

Variance as % of Total Gross  
Budget Envelope

Last Reported Variance £M	Service Area	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Culture	3.643	3.979	0.336
0.000	Economic Development and Regeneration	0.627	0.617	(0.010)
0.000	Tourism	0.755	1.446	0.691
<b>0.000</b>		<b>5.025</b>	<b>6.042</b>	<b>1.017</b>
0.000	Gross Expenditure	7.435	7.335	(0.100)
0.000	Gross Income	(2.410)	(1.293)	1.117
<b>0.000</b>		<b>5.025</b>	<b>6.042</b>	<b>1.017</b>



The financial pressures faced within culture and tourism are entirely due to COVID-19. Our leisure provider has been fully supported during the pandemic and as a result no management fee will be received by SBC in 2020/21. The tourism sector was badly affected at the beginning of the pandemic but is now starting to show signs of recovery. As a result of the pier being closed for the first quarter of the year and a reduced and socially distanced train service being in operation thereafter, there will be a significant reduction in admission income collected on this key tourist attraction.

## Children and Learning

**28.90%**

of Total Gross Revenue  
Service Budget

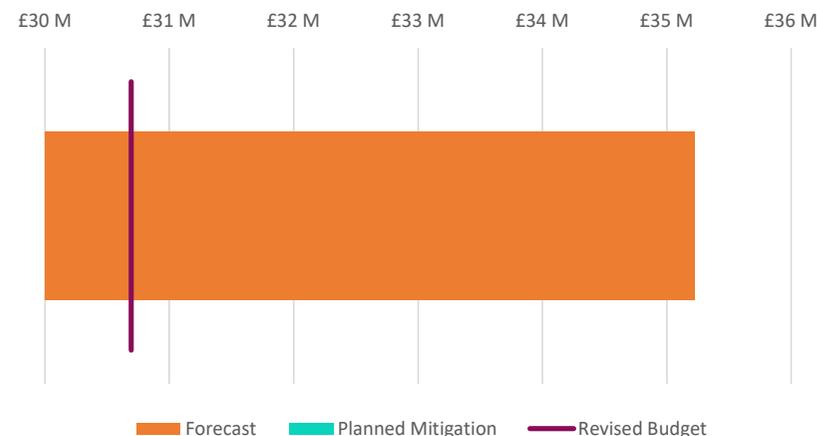
**£4.5M**

Forecast Adverse Variance

**1.46%**

Variance as % of Total Gross  
Budget Envelope

Last Reported Variance £M	Service Area	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Childrens Social Care	22.988	27.518	4.530
0.000	Education and Schools	4.951	4.955	0.004
0.000	Maintained Schools Delegated	0.000	0.000	0.000
0.000	Youth and Family Support	2.754	2.754	0.000
<b>0.000</b>		<b>30.693</b>	<b>35.227</b>	<b>4.534</b>
0.000	Gross Expenditure	89.827	94.421	4.594
0.000	Gross Income	(59.134)	(59.194)	(0.060)
<b>0.000</b>		<b>30.693</b>	<b>35.227</b>	<b>4.534</b>



As expected, Children Services remains a significant pressure area forecasting a £4.5M overspend, excluding the one off £3M put aside to support the service as part of the approved 2020/21 budget. Looked After Children (LAC) numbers have currently reduced from their peak in 2019/20, following three consecutive years of increases. This reduction has not yet been experienced on our LAC external care placements though. This is the most expensive provision and there are currently 90 ongoing care packages compared to an average of 81 in 2019/20. External care placements remain the most significant cause of the cost pressures but there is also continued spending pressures on the leaving care and unaccompanied asylum seeker care placements too. Pressures on social work staffing (although reduced from 2019/20) and independent professional assessment fees are also having an impact. Like nearly every service area there are also increased costs related to COVID-19 resulting from both placement extensions and additional staffing to respond to the crisis.

It is positive for the financial position that the LAC numbers have reduced, and this is benefiting the inhouse care provision and will be assisting to mitigate previous in-house fostering capacity issues. The service has also reduced reliance on agency staff which is again having some positive impact within the forecasts.

The intention to continue to build capacity within the inhouse foster care provision remains as a key priority. This will not only benefit the outcomes of the child, but also help to alleviate external care spend pressures moving forward. There is always a risk to these forecasts that one or two extra residential or additional secured placements can have a significant cost impact and would increase the current predicted level of spending forecasts considerably.

## Community Safety and Customer Contact

**1.73%**

of Total Gross Revenue  
Service Budget

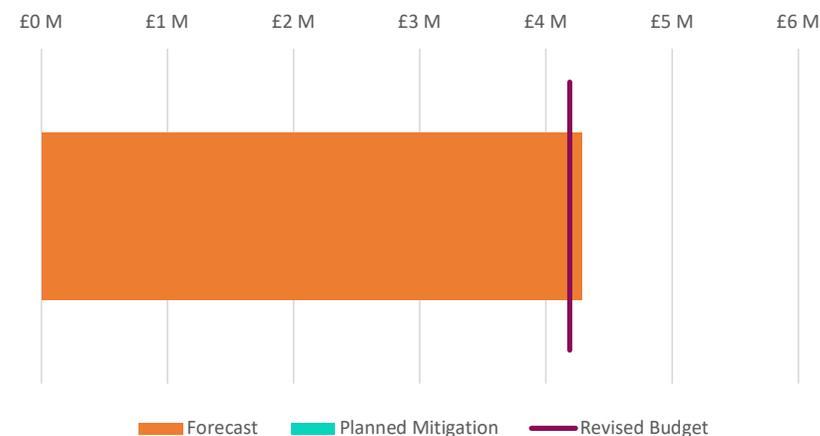
**£0.1M**

Forecast Adverse Variance

**0.00%**

Variance as % of Total Gross  
Budget Envelope

Last Reported Variance £M	Service Area	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Community Safety	1.168	1.199	0.031
0.000	Customer Services	1.901	1.986	0.085
0.000	Regulatory Services	1.119	1.098	(0.021)
<b>0.000</b>		<b>4.188</b>	<b>4.283</b>	<b>0.095</b>
0.000	Gross Expenditure	5.385	5.395	0.010
0.000	Gross Income	(1.197)	(1.112)	0.085
<b>0.000</b>		<b>4.188</b>	<b>4.283</b>	<b>0.095</b>



Due to the restrictions on wedding services there has been a significant reduction in the use of our wedding venues in 2020/21. A number of these services have been rescheduled for future years but the opportunity to generate revenue from these venues has now passed resulting in a loss of income. The forecast adverse variance is completely due to the impact of COVID-19.

## Environment and Planning

**7.73%**

of Total Gross Revenue  
Service Budget

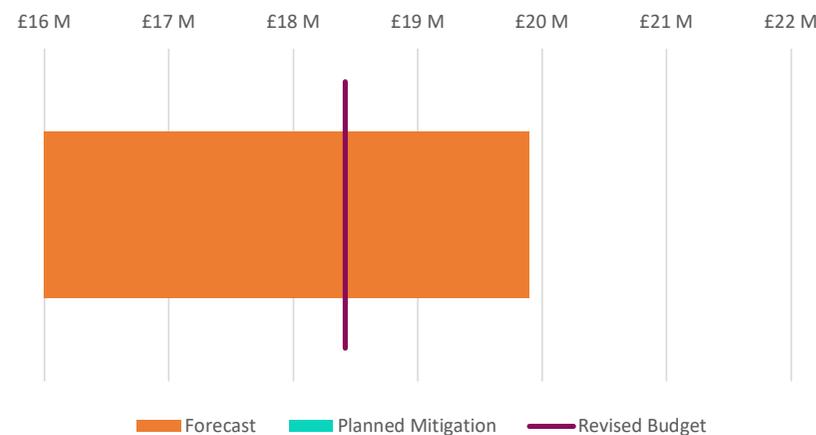
**£1.5M**

Forecast Adverse Variance

**0.31%**

Variance as % of Total Gross  
Budget Envelope

Last Reported Variance £M	Service Area	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Cemeteries and Crematorium	(1.615)	(1.582)	0.033
0.000	Energy	0.106	0.106	0.000
0.000	Flooding	0.401	0.666	0.265
0.000	Parks and Open Spaces	4.510	4.616	0.106
0.000	Planning	1.108	1.237	0.129
0.000	Waste and Street Scene	13.907	14.856	0.949
<b>0.000</b>		<b>18.417</b>	<b>19.899</b>	<b>1.482</b>
0.000	Gross Expenditure	24.027	25.306	1.279
0.000	Gross Income	(5.610)	(5.407)	0.203
<b>0.000</b>		<b>18.417</b>	<b>19.899</b>	<b>1.482</b>



Storms early in 2020 have resulted in damage along our shoreline, both immediately and via increased repairs and maintenance identified during inspections of the coastline. This running list of repairs across one of our most valuable assets continues to result in a budget pressure for the service.

Due to COVID-19 and the restrictions in place regarding organised outdoors sports there has been a reduction in the income received from sports pitches for the first 4 months of the year. There was also a reduction in the number of planning and building applications in the first two months of the year resulting in a further reduction of income for the authority.

As a result of the measures implemented to reduce the spread of COVID-19, residents have remained at home for a substantial period. Many people are working from home now and will continue to do so for the foreseeable future. One by-product of this change in how people are currently living their lives is that there has been a significant increase in the volume of household waste which is being collected and disposed of. As a waste disposal authority, the financial implication of this is borne by SBC.

## Health and Adult Social Care

**24.60%**

of Total Gross Revenue  
Service Budget

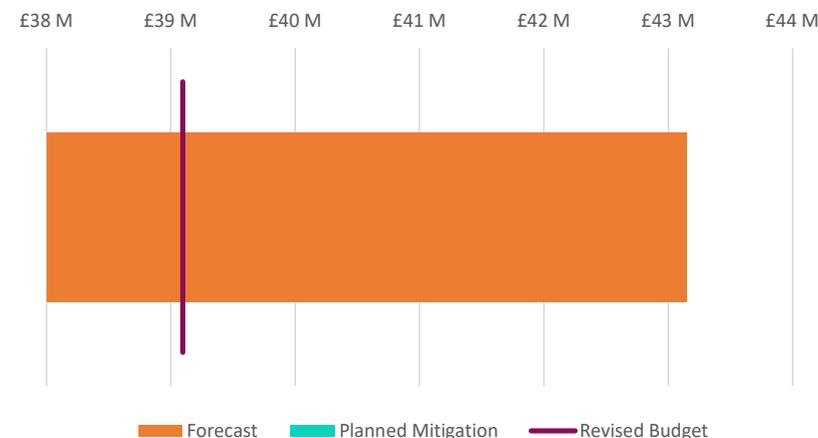
**£4.0M**

Forecast Adverse Variance

**1.30%**

Variance as % of Total Gross  
Budget Envelope

Last Reported Variance £M	Service Area	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Adult Social Care	38.235	41.983	3.748
0.000	Health	0.161	0.464	0.303
0.000	Voluntary and Community Services	0.701	0.697	(0.004)
<b>0.000</b>		<b>39.097</b>	<b>43.144</b>	<b>4.047</b>
0.000	Gross Expenditure	76.446	80.050	3.604
0.000	Gross Income	(37.349)	(36.906)	0.443
<b>0.000</b>		<b>39.097</b>	<b>43.144</b>	<b>4.047</b>



There continues to be a pressure on Adult Social Care services, with £3.7M being the forecast year end variance as at period 4. Of this pressure, £1.7M is on Older People's interim residential placements, home care and reablement services. Extra investment was provided as part of setting the budget for 2020/21 but the impact of COVID-19 and the additional demands and response to the crisis has made it very difficult to fully implement previous recovery plans and develop new mitigation proposals. Extra investment has also been made into the provider market as part of our COVID-19 initial response. A further update will be provided at Period 6 in November 2020.

There is also a significant pressure on the Learning Disabilities (LD) service. In 2019/20 we saw an increasing demand on LD Supported Living placements, more than the usual transitions increase. We had more families where parents were older, and it was necessary for Social Care to support their loved ones to move to an environment that continued to provide the appropriate level of support but also maximised their independence. This pressure anticipates further demand increases in 2020/21 and this is being closely reviewed with the service. There is also a pressure on services provided to those with a social care need but have No Recourse to Public Funds.

In response to the COVID-19 emergency additional Personal Protective Equipment (PPE) has also been made available to care providers in the borough. This is resulting in a pressure in Public Health.

## Housing Revenue Account

**(£0.3M)**

Forecast Favourable Variance

**-1.3%**

Variance as % of Gross Operating Expenditure

Last Reported	Service Area	Revised Budget £M	Forecast Outturn £M	Variance £M
0.000	Gross Expenditure	23.335	23.335	0.000
0.000	Gross Income	(28.522)	(28.822)	(0.300)
<b>0.000</b>	<b>NET OPERATING EXPENDITURE</b>	<b>(5.186)</b>	<b>(5.486)</b>	<b>(0.300)</b>
0.000	Revenue Contribution to Capital	8.708	8.708	0.000
0.000	Contribution to / (from) Earmarked Reserves	(3.522)	(3.222)	0.300
<b>0.000</b>	<b>TOTAL</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

Despite the challenges of COVID-19 the current forecast for the Housing Revenue Account indicates that it will have a net surplus of (£300,000) in 2020/21, a positive variance of around (-1.3%) of gross operating expenditure. This position is predominantly due to increased levels of rental income received because of a lower level of voids within the housing stock. This demonstrates good housing management practice. It must be noted that there is a risk to the levels of rent arrears due to the impact of COVID-19 on tenants' income and their ability to pay, this situation will continue to be closely monitored.

It is currently anticipated that any surplus will be transferred to the HRA Capital Investment Reserve at the year-end for future planned investment into the housing stock. Potential to use some of the forecast surplus to fund additional revenue contributions to capital is also under consideration.

## Appendix 2

# Budget Monitoring & Reporting 2020/2021

## Period 4 – July 2020 Capital Investment Programme Performance



# Capital Investment Programme Performance Report

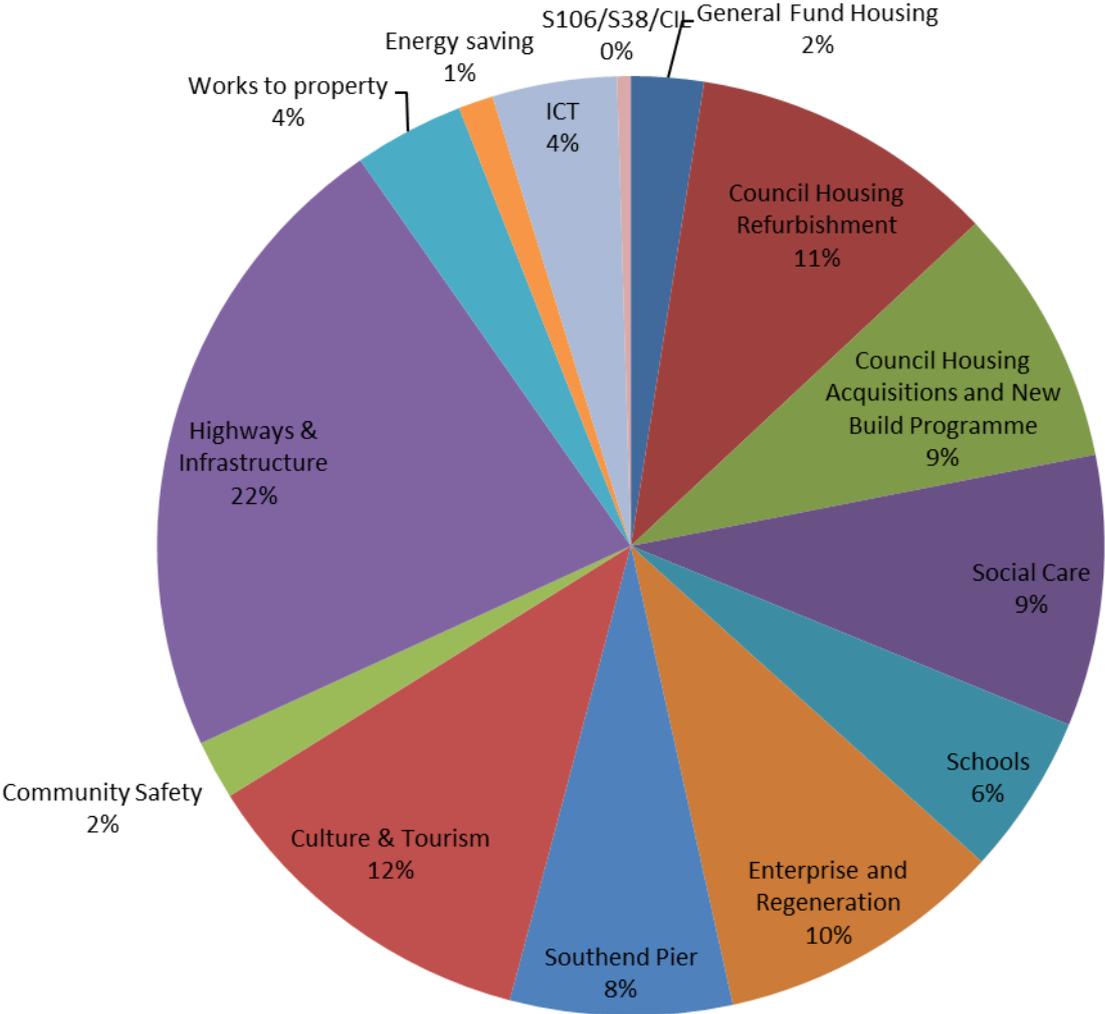
## 1. Overall Budget Performance by Investment Area

The revised Capital budget for the 2020/21 financial year is £96.029million which includes all changes agreed at July Cabinet. Actual capital spend at 31<sup>st</sup> July is £10.411million representing approximately 11% of the revised budget. This is shown in Section 4. (Outstanding creditors totalling £0.599million have been removed from this figure).

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

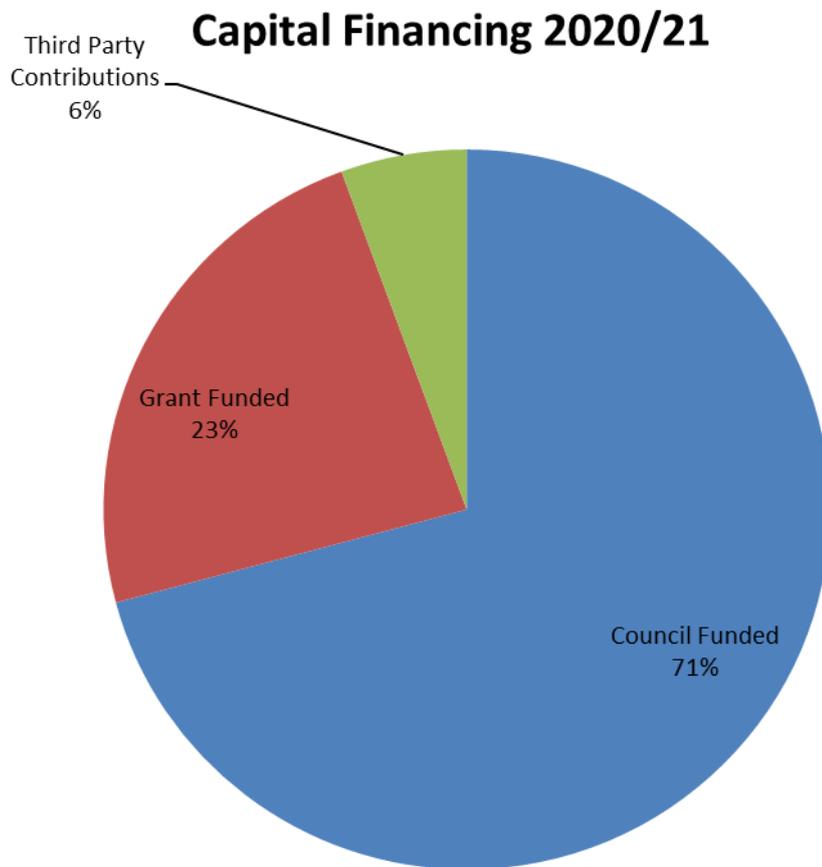
Investment Area	Revised Budget 2020/21 £'000	Outturn to 31 <sup>st</sup> July 2020/21 £'000	Current Variance to 31 <sup>st</sup> July 2020/21 £'000	Expected outturn 2020/21 £'000	Latest Expected Variance to Revised Budget 2020/21 £'000	Amended Budget 2021/22 to 2024/25 £'000
General Fund Housing	2,470	135	(2,335)	2,470	-	3,059
Council Housing Refurbishment	10,460	631	(9,829)	10,460	-	27,971
Council Housing Acquisitions & New Build Programme	8,885	137	(8,748)	8,885	-	18,158
Social Care	9,298	959	(8,339)	9,298	-	3,200
Schools	5,496	2,359	(3,137)	5,496	-	2,892
Enterprise & Regeneration	9,781	1,520	(8,261)	9,781	-	22,291
Southend Pier	7,550	603	(6,947)	7,550	-	10,900
Culture & Tourism	11,917	1,194	(10,723)	11,917	-	16,515
Community Safety	2,029	36	(1,993)	2,029	-	1,041
Highways & Infrastructure	18,902	1,822	(17,080)	22,150	3,248	15,942
Works to Property	3,358	215	(3,143)	3,703	345	2,800
Energy Saving	1,185	8	(1,177)	1,185	-	974
ICT	4,233	756	(3,477)	4,233	-	4,185
S106/S38/CIL	465	36	(429)	465	-	225
<b>Total</b>	<b>96,029</b>	<b>10,411</b>	<b>(85,618)</b>	<b>99,622</b>	<b>3,593</b>	<b>130,153</b>

# Capital Investment Programme Budget 2020/21



\*S160/S38/CIL percentage has been rounded from 0.47%

The capital investment for 2020/21 is proposed to be funded as follows:



\* Third party contributions are non-grant funding from external sources such as S106 contributions.

Of the £29.070million of external funding expected, £10.261million had been received by 31<sup>st</sup> July. The outstanding amounts mainly relate to the Forum expansion, Local Growth Fund schemes and the Challenge Fund.

## Progress of Strategic schemes

Successful and timely delivery of the capital investment programme is a key part of achieving the Southend 2050 ambition and delivering the outcomes.

Although the revised capital investment programme is £96.029million, £48.612million of this relates to strategic schemes and approximately 11% spend has been achieved to date for these strategic schemes.

Investment Area	Scheme	Revised Budget 2020/21 £000	Outturn to 31st July 2020/21 £000	Expected outturn 2020/21 £000	Latest Expected Variance to Revised Budget 2020/21 £000	Budget 2021/22 to 2024/25 £000
<b>Strategic schemes</b>						
Enterprise and Regeneration	Airport Business Park (including Local Growth Fund)	6,500	828	6,500	-	8,401
Enterprise and Regeneration	Airport Business Park - Acquisition	1,200	-	1,200	-	-
Enterprise and Regeneration	Better Queensway - Programme Management	681	193	681	-	790
Enterprise and Regeneration	Better Queensway - Loan to Joint Venture	1,150	500	1,150	-	13,100
Culture and Tourism	Forum II	7,634	37	7,634	-	10,178
Social Care	Delaware and Priory New Build	8,199	863	8,199	-	3,200
Schools	School Improvement and Provision of School Places	3,689	2,224	3,689	-	600
Southend Pier	Southend Pier schemes	7,550	603	7,550	-	10,900
Works to Property	Civic Campus - Efficient use of Space	197	77	197	-	150
Highways and Infrastructure	Local Growth Fund - A127 Growth Corridor	3,272	68	3,272	-	6,929
Council Housing Acquisitions	HRA Affordable Housing Acquisitions Programme	4,976	4	4,976	-	4,500
Council Housing New Build Programme	Construction of New Housing on HRA Land	2,481	27	2,481	-	8,129
Council Housing Acquisitions	Acquisition of Tower Block Leaseholds - Queensway	1,083	106	1,083	-	1,800
<b>Total Strategic</b>		<b>48,612</b>	<b>5,530</b>	<b>48,612</b>	<b>-</b>	<b>68,677</b>
<b>Other schemes</b>						
<b>Other Capital Investment schemes</b>		<b>47,417</b>	<b>4,881</b>	<b>51,010</b>	<b>3,593</b>	<b>61,476</b>
<b>TOTAL SCHEMES</b>		<b>96,029</b>	<b>10,411</b>	<b>99,622</b>	<b>3,593</b>	<b>130,153</b>

## Enterprise and Regeneration

The main contractor on the Airport Business Park has now left the site following demobilisation works. Some pavement and road works are still to be completed by the phase 1 contractor and the gas supply is in the process of being connected but all other works for phases 1-3 are otherwise complete. Ipeco have now taken ownership of their building. The new Airport Business Park management company will be up and running from 1st September and procurement for the launchpad is scheduled to commence around the same time with an expected start date of December.

Final proposals for the Better Queensway scheme were agreed at full council on 16th July which allows the LLP to submit the hybrid planning application. This process is expected to complete at the end of October.

## **Culture and Tourism**

The Forum II scheme is currently on hold to facilitate review of the delivery options and operational requirements as a result of the COVID-19 lockdown and likely changes to future delivery requirements.

## **Social Care**

The foundation works and basement substructure for the new care home are now complete. Service ducts for the utility provider is almost complete and foundation works for the new substation are halfway there. These works will be completed in the next period and commence the delivery and installation of the steel frame.

## **Schools**

The secondary school expansion programme is progressing well and the scheme at Belfairs has now completed and has been handed over to the school. St Thomas More and St Bernards are due to complete in the early Autumn. Chase High is now progressing forwards with no concerns being raised in relation to budget or timescales. The delays to projects taken on by some of the schools due to COVID-19 has not disrupted the admission of pupils and there are currently sufficient places across the borough. Southend has the capacity to meet all admission requirements and is in a strong position to further increase should future need arise.

## **Southend Pier**

Phase 2 works of the bearing refurbishment scheme have commenced and will be completed within the financial year.

Procurement are working towards finalising tender documents for the engagement of a structural engineering consultant for the timber outer pier head works and the options appraisal has now been completed. A multibeam and laser sonar scan of the seabed under the pier head has been carried out and the survey data is currently being processed with full results due in August 2020.

The new pier trains are in the final design stage and construction of the bogies and frame have commenced. The project is at risk of some slippage due to availability of key components given the effect of COVID-19 on key supply chains.

## **Highways and Infrastructure**

The contractor for the A127 essential bridge and highway maintenance works and The Bell junction improvements was appointed in March 2020. Due to COVID-19, the commencement of these works has now moved to September 2020 for completion in Summer 2021. The removal of The Bell footbridge is the first activity programmed for September.

## **Council Housing Acquisitions and New Build Programme**

The pre-application meeting for phase 3 of the new build programme is now awaiting formal written feedback. The 'Your Say Southend' page has been set up for consultation and the public survey has been published to engage with local residents. Architectural works are on-going, and plans are to be revised to take on board planners and residents' feedback ahead of the planning submission.

Additional feasibility works are now complete for phase 4. The options appraisal will help to determine the route forward given site constraints and the sensitive nature of the project to both residents and councillors.

The topographical surveys are now complete for phase 5 and 6 and prospective sites have been reassessed in light of a recent parks cabinet report in which a presumption in favour of public amenity space has been agreed. Works are on-going to find alternative sites to include.

The Modern Methods of Construction (MMC) scheme is progressing well and planning permission has been secured for two dwellings in Saxon Gardens. An opportunity at Archer Avenue has been published on contracts finder for a contractor to secure planning permission to build a seven-bedroom temporary accommodation property.

The acquisition programme is progressing well and various valuations have taken place. No purchases have completed this financial year, but eight properties are now in the solicitor's hands at a value of £1.6million and it is expected that three of these transactions will complete during quarter two. A further 16 properties are under consideration pending further investigation.

## **2. Progress of other schemes for 2020/21**

### **General Fund Housing**

HSE guidelines on COVID-19 are currently being followed with regards to works commencing on site under the Disabled Facilities Grant. Appropriate PPE is on order for staff to enable works to continue.

A restructure has meant that the Private Sector Housing Strategy scheme is now managed by two teams to include empty homes. A request to split this budget to enable the appropriate management to take place has been included in this report.

### **Council Housing and New Build Programme**

The progress of works on the Disabled Adaptations scheme is improving and jobs have been issued to contractors. COVID-19 risk assessments and method statements for impending internal adaptations are currently being obtained to mitigate risks for residents and staff. A request to merge the minor and major budgets for this scheme have been included in this report to enable better monitoring and consistency for works taking place.

### **Social Care**

Plans have been made under the Short Breaks for Disabled Children scheme to fund a fun day at a local school which will be open to disabled children in the area.

### **Schools**

Planning permission was granted in June enabling the Prince Avenue Extended Nursery Provision scheme to progress.

### **Enterprise and Regeneration**

Public realm works for the Town Centre Intervention Programme are currently in the design stage and the footfall cameras are awaiting procurement. A specification has been developed for activities in an empty unit although the viewing of units has been delayed due to COVID-19 and resourcing constraints in the property team.

### **Culture and Tourism**

Roofing works have commenced at Leigh Library as part of the Library Review scheme and these works are anticipated to complete by the beginning of September.

The closure of operational buildings during COVID-19 has enabled work packages in the Property Refurbishment Programme to be undertaken in normal working hours and therefore several schemes are now in progress.

Works are progressing well on the Cart and Wagon Shed and completion is on target for the end of September.

## **Community Safety**

The specification for the CCTV Equipment Renewal scheme is complete and tender will be published imminently. There will be a two-stage procurement process and the new contract is anticipated to be let by December.

A vehicle dynamic assessment has been completed as part of the Security Measures scheme. This assessment has focused on the central seafront area to identify vulnerable locations and required product ratings. A project board has been set up to identify and progress the necessary highways works and to identify the products and measures that can be installed. This is likely to be a mixture of bollards to control delivery access, static measures such as planters and seating areas and artistic installations.

## **Highways and Infrastructure**

A request has been included in this report for a budget of £3,240k for Belton Way Highways Protection to be funded by a grant received from the Department for Transport. Given the current circumstances DfT are happy for the grant to be carried over to the next financial year, however the works are required as soon as possible to prevent any damage to Network Rail assets which could result in substantial fines.

The Multi Modal Model (MMM) contract for the Southend Transport Model has been awarded and an inception meeting has been completed. A risk has been identified with regards to an issue with BT mobile phone data which the contractor is able to resolve however this will be at an additional cost.

A programme has been developed and 18 sites have been identified for the Zebra Crossing Surfacing Replacement scheme. The contractor is in the process of finalising costs before commencement of the scheme.

The contractor has commenced site surveys to identify suitable junctions for the Junction Protection scheme.

## **Works to Property**

A request has been included in this report for a budget of £400k for Aviation Way Car Park. The estimated car parking income would cover the financing and running costs with a small surplus towards future maintenance costs. This was the subject of a SO46 signed in December 2019 which included a proposal to use the site to provide additional parking, with the intention to put in place parking controls to enable some income generation to deal with the costs of financing the car park construction and ongoing maintenance.

Priority works agreed since June Cabinet include £6k for hoarding at 5 Brunel Road and £16k for security measures at 569 Prince Avenue.

The Belfairs Park Restaurant and Golf Club Preventative Works scheme is progressing on site and completion is expected by the end of August. The scheme has costs less than expected therefore a request to removed £42k from the capital programme has been included in this report.

Other schemes totalling £13k have completed under budget and a request to remove these from the capital programme has been included in this report.

## **Energy Saving**

Ten sites have been identified for the ultra-low emission vehicle (ULEV) Taxi Infrastructure scheme and equipment will be installed once the procurement is complete.

## **ICT**

Budgets for the four main areas of ICT capital are currently under review and any impact on requirements will be known and reported at the end of September.

Procurement documents have been issued to senior management for approval on the Business Enablement scheme as part of the device standardisation management review. Technical design and planning workshops are on-going and will assist with future budget planning.

The architecture function is pulling together the high-level design and associated low level design in support of building the foundational Azure platform as part of Connect and Smart.

The configuration work is continuing as part of the Business Services scheme and specifically the Avaya Telephony phase. Arrangements are being made with the supplier to make changes to the recorder type which will enable implementation of the Liquid voice call recording with transcript capability. Additional licences, equipment and resources will be required due to COVID-19 which is part of the main budget review.

Disaster recovery and recovery planning is interlocked with the Azure development work and will commence after completion of this phase as part of the Stabilise and Run scheme.

## **S106/S38/CIL**

CIL funding of £8k has been allocated to purchase a community minibus for the Victoria Ward. A request to add this budget into the 2020/21 capital programme has been included in this report.

### 3. Requested Changes to the 2020/21 Capital Programme

#### New External Funding

Scheme	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000
Belton Way Highways Protection	3,240				
CIL Ward NA - Victoria - Community Minibus	8				
<b>Total New External Funding</b>	<b>3,248</b>	-	-	-	-

#### Proposed New Schemes

Scheme	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000
Aviation Way Car Park	400				
<b>Total Proposed New Schemes</b>	<b>400</b>	-	-	-	-

#### Virements

Scheme	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000
Priority Works	(21)				
5 Brunel Road - Hoarding	6				
569 Prince Avenue	15				
HRA Disabled Adaptations - Minor	(200)	(50)	(50)	(50)	
HRA Disabled Adaptations - Major	200	50	50	50	
Private Sector Housing Strategy	(785)				
Private Sector Housing Strategy – Empty Homes	785				
<b>Total Virements</b>	-	-	-	-	-

#### Removed Budgets

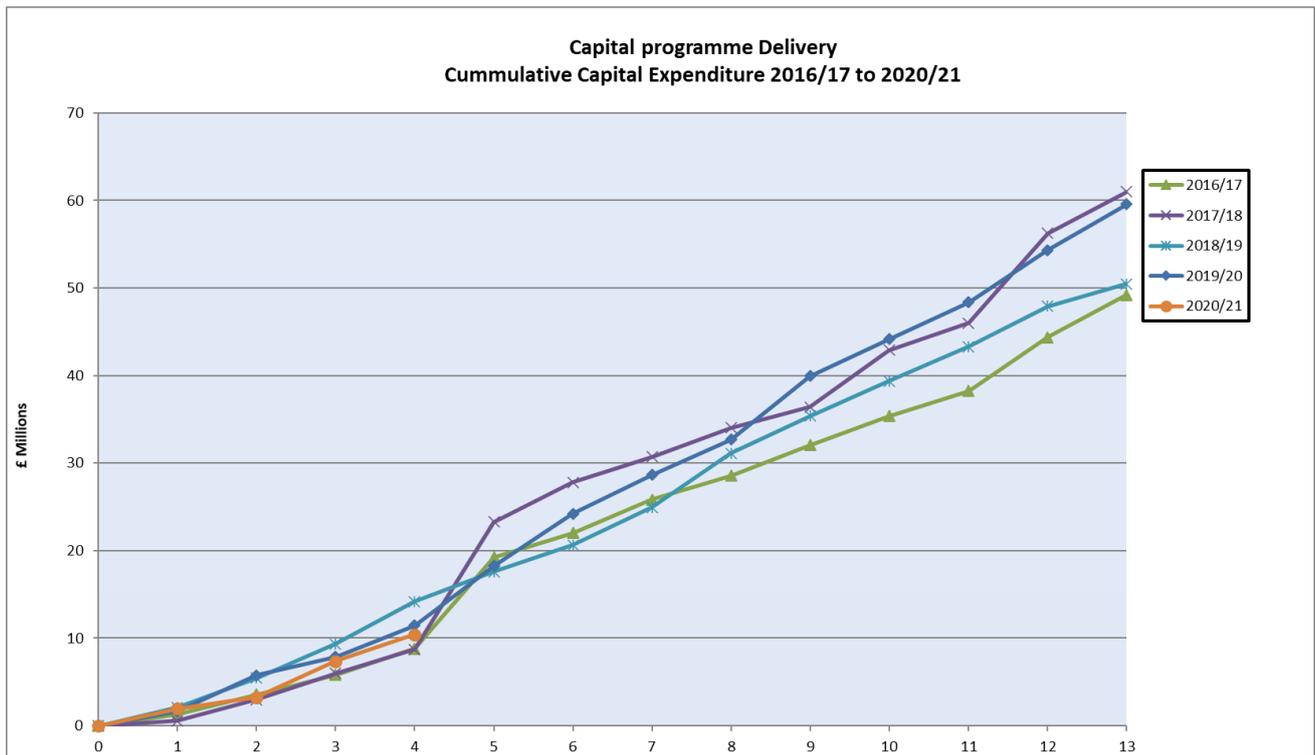
Scheme	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000
Belfairs Park Restaurant/ Preventative Works	(42)				
Darlows Green former WCs demolition	(2)				
Demolition of Public WCs at Pitmans Close	(7)				
Relocation of START	(4)				
<b>Total Budgets Removed</b>	<b>(55)</b>	-	-	-	-

#### 4. Summary of Capital Expenditure at 31<sup>st</sup> July

	Original Budget 2020/21 £000	Revisions £000	Revised Budget 2020/21 £000	Actual 2020/21 £000	Forecast outturn 2020/21 £000	Forecast Variance to Year End 2020/21 £000	% Variance £000
General Fund Housing	1,375	1,095	2,470	135	2,470	-	5%
Council Housing Refurbishment	7,365	3,095	10,460	631	10,460	-	6%
Council Housing Acquisitions and New Build Programme	13,240	(4,355)	8,885	137	8,885	-	2%
Social Care	11,672	(2,374)	9,298	959	9,298	-	10%
Schools	5,564	(68)	5,496	2,359	5,496	-	43%
Enterprise & Regeneration	11,601	(1,820)	9,781	1,521	9,781	-	16%
Southend Pier	7,859	(309)	7,550	603	7,550	-	8%
Culture & Tourism	17,559	(5,642)	11,917	1,194	11,917	-	10%
Community Safety	1,700	329	2,029	36	2,029	-	2%
Highways & Infrastructure	21,738	(2,836)	18,902	1,822	22,150	3,248	10%
Works to Property	3,434	(76)	3,358	215	3,758	400	6%
Energy Saving	1,568	(383)	1,185	8	1,185	-	1%
ICT	4,220	13	4,233	756	4,233	-	18%
S106/S38/CIL	101	364	465	36	465	-	8%
	<b>108,996</b>	<b>(12,967)</b>	<b>96,029</b>	<b>10,411</b>	<b>99,677</b>	<b>3,648</b>	<b>11%</b>
<b>Council Approved Original Budget - February 2020</b>	<b>108,996</b>						
Council Housing & New Build Programme amendments	100						
Enterprise & Regeneration amendments	110						
Community Safety amendments	220						
Highways & Infrastructure amendments	965						
Carry Forward requests from 2019/20	9,805						
Accelerated Delivery requests to 2019/20	(2,528)						
Budget re-profiles (June Cabinet)	(24,063)						
New external funding	2,424						
<b>Council Approved Revised Budget - June 20</b>	<b>96,029</b>						

**Actual compared to Revised Budget spent is  
£10.411M or 11%**

## 5. Capital Programme Delivery



Year	Outturn £m	Outturn Against Budget %
2016/17	48.8	89.0
2017/18	61.0	95.0
2018/19	50.9	96.7
2019/20	59.5	83.8

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# Southend-on-Sea Borough Council

Agenda  
Item No.

Report of Chief Executive

To

Cabinet

On

15 September 2020

Report prepared by: Nicola Spencer, Data & Insight Analyst,  
Stephen Meah-Sims, Interim Head of Corporate Strategy &  
Suzanne Newman, Insights Manager

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**Southend 2050 Milestones & Measures: Refresh in response to Covid-19**

**Relevant Scrutiny Committee(s): Policy and Resources**  
**Cabinet Member: Councillor Ian Gilbert**  
**Part 1 (Public Agenda Item)**

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## 1. Purpose of Report

- 1.1. **To present to Cabinet the second stage of the review and refresh of Southend 2050 in response to the Covid-19 pandemic: specifically further developed work on the Southend 2050 Roadmap milestones, the Southend 2050 Outcome Success Measures Report and Transforming Together Programme.**

## 2. Recommendations

- 2.1. That Cabinet note the new format of the outcome success measures report, which presents insight at an outcome level;
- 2.2. That Cabinet note the associated measures and insight against each of the outcomes will used to manage performance against the delivery of Southend 2050;
- 2.3. That Cabinet note Quarter 1 performance (April-June 2020);
- 2.4. That the Southend 2050 roadmap milestones will form part of future reports that update on Southend's recovery journey in order for responsive developments;
- 2.5. That Cabinet note the detailed Transforming Together programme of work;
- 2.6. That Cabinet note Covid-19 is presenting lots of unknowns, as a result 2050 needs to be flexible to deal with the challenges therefore our outcomes will need to be responsive to the changing situations; and
- 2.7. That the performance and measures of success and progress to achieve 2050 continue to be reported through the quarterly Outcome Success Measures Report, reported 4 times a year to Cabinet.
- 2.8. That Cabinet approve the creation of a Covid-19 recovery fund with an initial value of £500,000 funded by the Business Transformation Reserve.

### **3. Background**

- 3.1. The council has a shared vision of the future - the Southend 2050 ambition, 26 outcomes (**Appendix 1**), and delivery roadmap. This was developed through investment in substantial engagement and co-design with stakeholders and communities to develop. We are one of a small number of councils that have recently undertaken this work. The ongoing engagement activity is a real advantage to the borough as a whole, as it has brought together people and communities to identify where they want Southend to be in the future. The focus on how Southend recovers from the Covid-19 experience to achieve the 2050 ambition remains as strong as ever with no recommended changes in light of Covid-19. However, the council, along with other stakeholders and community groups will need to think about how to achieve that ambition, in light of Covid-19.
- 3.2. In determining what Recovery means, specifically for Southend and the council, the Joint Administration has developed six political Recovery priorities. These have been developed by Cabinet and the Corporate Management Team to establish the 'key considerations' that should factor in future planning for Southend, under the 2050 ambition. The political Recovery priorities are not designed to replace the original Southend 2050 five themes, but more act as critical prompts to ensure that the outcomes and roadmap which sit under the themes take account of the political Recovery priorities.
- 3.3. Cabinet received an update in July which presented progress to date on the review and refresh of the Southend 2050 outcomes and associated roadmap milestones. This included the introduction of 3 new outcomes, 9 reworded and refocused outcomes and 20 new roadmap milestones along with a number of re-sequenced milestones.
- 3.4. In 2019 Cabinet agreed a new performance management framework to provide robust and transparent performance management to drive the delivery of the Southend 2050 outcomes. The performance management framework consists of three different functions, to enable the Council to robustly monitor and measure the progression of the desired outcomes against the five themes, which are outlined in the 2050 Road Map. The three functions are:
  - A monthly Corporate Performance Dashboard (CMT and Cabinet Members);
  - Southend 2050 Quarterly Outcomes Success Measures Report; and
  - an Annual Place-Based Report.

### **4. Refreshed Southend 2050 outcomes and roadmap milestones**

- 4.1. Cabinet received an update in July which presented progress to date on the review and refresh of the Southend 2050 outcomes and associated roadmap milestones. This included the introduction of 3 new outcomes, 9 reworded and refocused outcomes and 20 new roadmap milestones along with a number of resequenced milestones.
- 4.2. The first stage of the review process involved each of the 2050 outcomes and associated roadmap milestones being reviewed through the lens of the 6 political

Recovery priorities. **Appendix 2** illustrates the 2050 outcomes mapped against the political Recovery priorities.

- 4.3. This identified that **9** of the existing 23 outcomes be reworded and that **3** new outcomes be created and added under the themes of Safe & Well and Opportunity & Prosperity and that none are deleted, taking the total number of outcomes that support the delivery of the Southend 2050 Ambition to **26**.
- 4.4. Within the 2050 framework, the outcomes have an associated roadmap with milestones highlighting key activity being undertaken in order to deliver and achieve the outcomes on the journey to 2050. The roadmap milestones have been through the same review and refresh process to consider the impact of Covid-19 through the lens of the political Recovery priorities. The updated roadmap is attached at **Appendix 3**.
- 4.5. It is important to recognise that there are frequent new details concerning Covid-19 and its impact that affect Government decisions and policy makers. Therefore, it is essential that the Recovery plans in Southend are fluid enough to respond to changes and this will mean the 2050 outcomes and roadmap will be closely monitored and updated to ensure the very best for the borough. It is recommended that Cabinet receive a report to each Cabinet meeting which presents recommended changes as they arise in the future in order to remain responsive.

## **5. Southend 2050 Outcome Success Measures**

- 5.1. The second stage of the Southend 2050 review and refresh process has focused on the outcome focused performance measures against each of the outcomes. The Southend 2050 Outcome Success Measures Report is a high-level summary of the Council's corporate performance and progression over a quarter against the 26 Southend 2050 Outcomes. Outcome Delivery Teams provide a strategic narrative on the progress made with the delivery of the Southend 2050 outcomes and associated Roadmap Milestones. **Appendix 5** contains the Performance Management Framework for Southend 2050.
- 5.2. The Quarter 1 Outcome Success Measures Report can be found at **Appendix 6**.

## **6. Recovery and how the Council plans to transform**

- 6.1. Covid-19 is a catalyst for all organisations to seriously consider how they plan and operate in new ways, with most who are operating under pandemic conditions, finding new ways of working and core requirement in operating. This includes considering where people work in the short, medium and long term, reacting and responding with a range of new systems, priorities and challenges, the need for rapid decision-making, changes to workforce wellbeing and productivity, dealing with a vast range of communication channels, and new security risks.
- 6.2. Beyond the adapting operational adjustments that are required to ensure that the council maintains services and protects staff, the council's preparations for 'recovery' and moving to a 'new normal' of operations began in April. This started with an expectation that the ways of working, processes for decision making, the

shape of particular services and the financial resources available to the council could be fundamentally different now and in the future.

- 6.3. Transforming together (TT) was set up within the council prior to Covid-19 and operated as a council-wide group that was responsible to taking the council on its transformation journey, with a programme of transformation and behaviour change. The primary aim of TT is to enable the council to modernise as part of a commitment to delivering quality services and delivering on the 2050 ambition.
- 6.4. Under the political Recovery priority 6, which focuses on how the council learns and recovers as an organisation, the role of TT is central in managing a programme of work that directly responds to political Recovery priority 6, whilst sticking to the original TT principles, also known as 'conditions:'
  - Clear vision and delivery strategy
  - Digital enablement to support the vision
  - Trusted empowered and engaged workforce
  - Appetite to invest in people, outcomes and accept risk
  - Closer collaboration with staff, members, residents and partners
  - Simple and effective governance
  - Open mind-set that will drive forward transformation and change.
- 6.5. Therefore, like the update to 2050 outcomes and roadmap, TT has also refreshed the way in which it works, this includes a programme of work that it is responsible for delivering.
- 6.6. The work programme of TT will be split under 4 areas, which are:
  - Skills, Learning and Development
  - Behaviours and Culture
  - People and Networks
  - Managing TT and Corporate
- 6.6 The governance for TT involves an officer lead in each of the 4 areas, that will oversee the programme of work, which will report up through the Cabinet and CMT leads for political Recovery priority 6. Measures of success will be attached to the work of TT and this will be updated as part of the 2050 Outcomes Success Measures report.
- 6.7 The programme for Transforming Together can be seen in **Appendix 7**. This will be an evolving programme that will reflect how the council needs to respond to a changing environment. Like 2050, the TT programme is supported by theme leads in 4 areas and within each area are outcome leads. This model of governance has been successful in 2050, which is why it has been carried over into the council work on TT.
- 7. Other Options**
- 7.1. The council could choose not to review its current ambition and desired outcomes. This would mean failing to set out the huge impact the crises has had on the

borough, its people and the council and the council's approach to recovery. A review of the current 2050 ambition and outcomes would most likely be required in any case, given they were agreed in 2018.

## **8. Reasons for Recommendations**

- 8.1. To ensure the council has an opportunity to review action taken to date to tackle the Covid-19 crises and to consider the appropriate approach to be taken to enable the borough and council to recover.

## **9. Corporate Implications**

### **9.1. Contribution to the Southend 2050 Road Map**

The report outlines the council's approach to using the Southend 2050 programme as the primary vehicle for recovery and presents the second stage of the review and refresh of the 2050 outcomes, roadmap milestones and outcome success measures in the light of the huge impact the crises has had on the borough, its people, the council and other stakeholders.

### **Financial Implications**

The financial implications of this Southend 2050 refresh report and update on delivering better outcomes for local residents and businesses will be considered and reflected in the ongoing overall review of the Medium Term Financial Strategy 2020/21 – 2024/25 for the Council. This will include how the Council works within its overall financial envelope and how it can repurpose and reprioritize spending and income to best deliver the required outcomes for Southend 2050.

Central Government has provided a range of financial support to Local Authorities to help with their local response to Covid-19 and this has come in the forms of passported funding which goes to businesses and residents, direct funding support for the Council and finally assistance with cashflow of paying and receiving various Government funding streams. Nationally they have provided £3.7 billion over 3 tranches of Emergency Grant funding to the sector. Southend-on-Sea Borough Council have received circa £12m to support the additional spending pressures on current budgets and also new initiatives required to deal with the response to the pandemic such as the food distribution centre, adult social care provider support, accommodation for rough sleepers and leisure and theatre provider support.

All Local Authorities continue to submit monthly returns to Government highlighting the financial impact on their local areas. It is clear that the grant support received so far is not enough to compensate for the actual additional costs incurred and the loss in income that has been experienced. The Council will continue to lobby Central Government for additional resources in order to receive a fair level of funding for the actual costs associated with the pandemic. A separate report elsewhere on this agenda considers the overall financial impact of Covid-19 on Southend-on-Sea.

However, as we move more into our recovery phase it is important that some one-off impact funding is available to deal with urgent emerging and ongoing issues to support the recovery of the town. It is therefore proposed that a Covid-19 recovery

fund is created to support these urgent emerging and ongoing issues. It is recommended that the fund should have an initial value of £500,000, which will be funded from the Business Transformation Reserve (BTR). The Cabinet and officers will consider use against the fund and the monitoring of the fund will form part of the regular Covid-19 Finance update reports to Cabinet.

9.2. **Legal Implications** – No specific implications.

9.3. **People Implications**

There are no specific people implications related to this report. The Transforming Together programme of work will directly work with staff and councillors in relation to transformation pieces of work.

9.4. **Property Implications**

There are no property implications as part of this report.

9.5. **Consultation**

The report highlights that the response to the pandemic has been one of community, partners, staff, councillors and other stakeholders continuously working closely to ensure the best possible outcomes in very difficult circumstances. The approach to recovery will look to continue this approach, develop new tools for engaging communities and partners to adapt to circumstances and continue to use co-design and co-production approaches in particular service areas.

9.6. **Equalities and Diversity Implications**

An Equality Impact Assessment has been undertaken to assess the impact Covid-19 has had on equality groups. This will continue to be updated as more information, becomes available. The Equality Impact Assessment undertaken alongside the refresh of the 2050 outcomes and roadmap milestones is attached at **Appendix 4**.

9.7. **Risk Assessment**

The Council is reviewing the Corporate Risk Register in the light of the impact and implications of the pandemic.

9.8. **Value for Money** – No specific implications.

9.9. **Community Safety Implications**

Safe & Well is one of the 5 2050 themes; A safe Southend is one of the existing 2050 outcomes and in addition to this the new proposed theme within Safe & Well is safe in your home.

9.10. **Environmental Impact**

Green City and climate change is one of the six priorities identified for assessing the council's approach to recovery.

10. **Background Papers**

10.1. Southend 2050: Review and refresh in response to Covid-19

11. **Appendices**

- 11.1. Appendix 1 – Southend 2050 Outcomes
- 11.2. Appendix 2 – Southend 2050 outcomes mapped against the Political Recovery Priorities
- 11.3. Appendix 3 – Southend 2050 Roadmap & Milestones (updated August 2020)
- 11.4. Appendix 4 – Southend 2050 Equality Impact Assessment
- 11.5. Appendix 5 – Southend 2050 Performance Management Framework
- 11.6. Appendix 6 – Southend 2050 Outcome Success Measures Report (Quarter 1, April – June 2020)
- 11.7. Appendix 7 – Transforming Together programme

## Southend 2050 Outcomes

Theme	Outcome
<p><b>Pride &amp; Joy</b></p> <p><i>By 2050 Southenders are fiercely proud of, and go out of their way, to champion what our city has to offer.</i></p> <p><b>Theme Lead:</b> <b>ANDREW LEWIS</b></p>	There is a tangible sense of pride in the place and local people are actively, and knowledgeably, talking up Southend.
	The variety and quality of our outstanding cultural and leisure offer has increased for our residents and visitors and we have become the region's first choice coastal tourism destination.
	We have invested in protecting and nurturing our coastline, which continues to be our much loved and best used asset.
	Our streets and public spaces are valued and support the mental and physical wellbeing of residents and visitors.
<p><b>Safe &amp; Well</b></p> <p><i>By 2050 people in Southend-on-Sea feel safe in all aspects of their lives and are well enough to live fulfilling lives.</i></p> <p><b>Theme Lead:</b> <b>JOE CHESTERTON</b></p>	People in all parts of the borough feel safe and secure at all times.
	Southenders are remaining well enough to enjoy fulfilling lives, throughout their lives.
	We are well on our way to ensuring that everyone has a home that meets their needs.
	We are all effective at protecting and improving the quality of life for the most vulnerable in our community.
	We act as a Green City with outstanding examples of energy efficient and carbon neutral buildings, streets, transport and recycling.
	Residents feel safe and secure in their homes.
<p><b>Active &amp; Involved</b></p> <p><i>By 2050 we have a thriving, active and involved community that feel invested in our city.</i></p> <p><b>Theme Lead:</b> <b>LARISSA REED</b></p>	Even more Southenders agree that people from different backgrounds are valued and get on well together.
	Residents feel the benefits of social connection, in building and strengthening their local networks through common interests and volunteering.
	Residents are routinely involved in the design and delivery of services.

Theme	Outcome
	A range of initiatives help increase the capacity for communities to come together to enhance their neighbourhood and environment.
	More people have physically active lifestyles, including through the use of open spaces.
<p data-bbox="140 517 528 555"><b>Opportunity &amp; Prosperity</b></p> <p data-bbox="140 591 560 734"><i>By 2050 Southend-on-Sea is a successful city and we share our prosperity amongst all of our people.</i></p> <p data-bbox="140 810 416 880"><b>Theme Lead: MICHAEL MARKS</b></p>	The Local Plan is setting an exciting planning framework for the Borough.
	We have a fast-evolving, re-imagined and thriving town centre, with an inviting mix of shops, homes, culture and leisure opportunities.
	Our children are school and life ready and young people are ready for further education, training or employment
	Key regeneration schemes, such as Queensway, seafront developments and the Airport Business Park are underway and bringing prosperity and job opportunities to the Borough.
	Southend is a place that is renowned for its creative industries, where new businesses thrive and where established employers and others invest for the long term.
	Southend provides fulfilling careers for our residents, and enough job roles to match the needs of the population.
	Southend businesses feel supported to respond to economic shock; adapt to evolving global markets; and, have the tools to preserve their businesses by responding effectively and positively to change.
<p data-bbox="140 1514 443 1552"><b>Connected &amp; Smart</b></p> <p data-bbox="140 1588 544 1765"><i>By 2050 people can easily get in, out and around our borough and we have a world class digital infrastructure.</i></p> <p data-bbox="140 1841 443 1910"><b>Theme Lead: TANDRA FORSTER</b></p>	Working with the public transport providers to enhance and encourage the use of the existing provision moving towards a long-term aspiration to open new routes, enabling a wider accessibility to public transport options.
	People have a wide choice of transport options.
	We are leading the way in making public and private travel smart, clean and green.
	Southend is a leading digital city with world class infrastructure that reflects equity of digital provision for the young, vulnerable and disadvantaged.

### Southend 2050 Outcomes mapped against the Political Recovery Priorities

Political Recovery Priorities	P&J 1	P&J 2	P&J 3	P&J 4	S&W 1	S&W 2	S&W 3	S&W 4	S&W 5	S&W 6	A&J 1	A&J 2	A&J 3	A&J 4	A&J 5	O&P 1	O&P 2	O&P 3	O&P 4	O&P 5	O&P 6	O&P 7	C&S 1	C&S 2	C&S 3	C&S 4	
1) Economic focus on a stronger and safer town		*			*					*						*	*	*	*	*	*	*				*	
2) Green city and climate change			*	*					*					*		*									*	*	
3) Travel and transport																*							*	*	*		
4) People and communities	*					*		*		*	*	*	*	*	*	*	*		*		*		*		*		
5) Major projects							*										*										
6) How we learn and recover as an organisation	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*

### Key: Link to Political Recovery Priorities



Recovery Priority 1 - Economic focus on a stronger and safer town



Recovery Priority 2 - Green City and Climate Change



Recovery Priority 3 - Travel and Transport



Recovery Priority 4 - People and Communities



Recovery Priority 5 - Major Projects



Recovery Priority 6 - How we learn and recover as an organisation

### Key: Link to the Southend 2050 Themes



Pride & Joy



Safe & Well



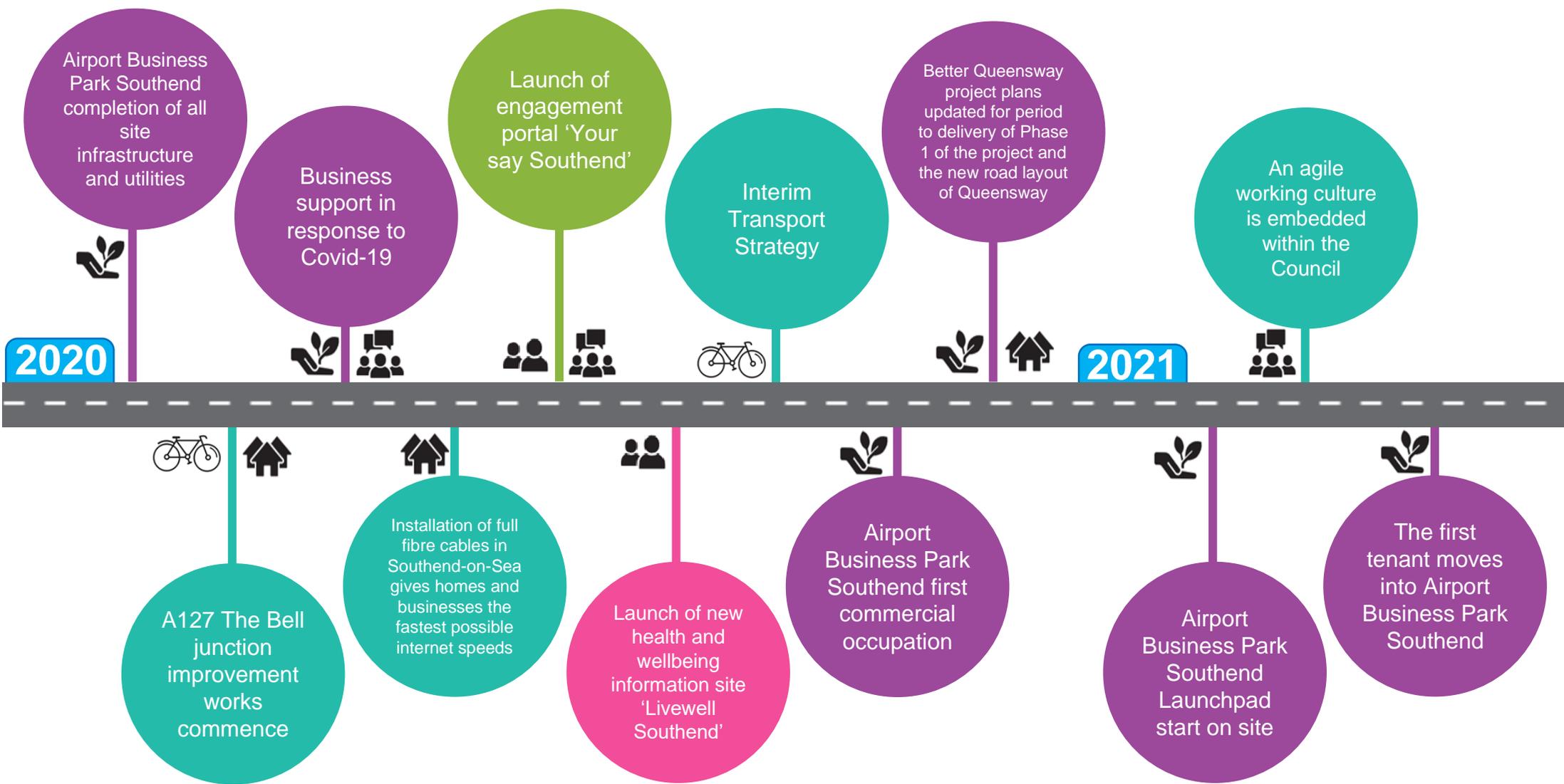
Active & Involved

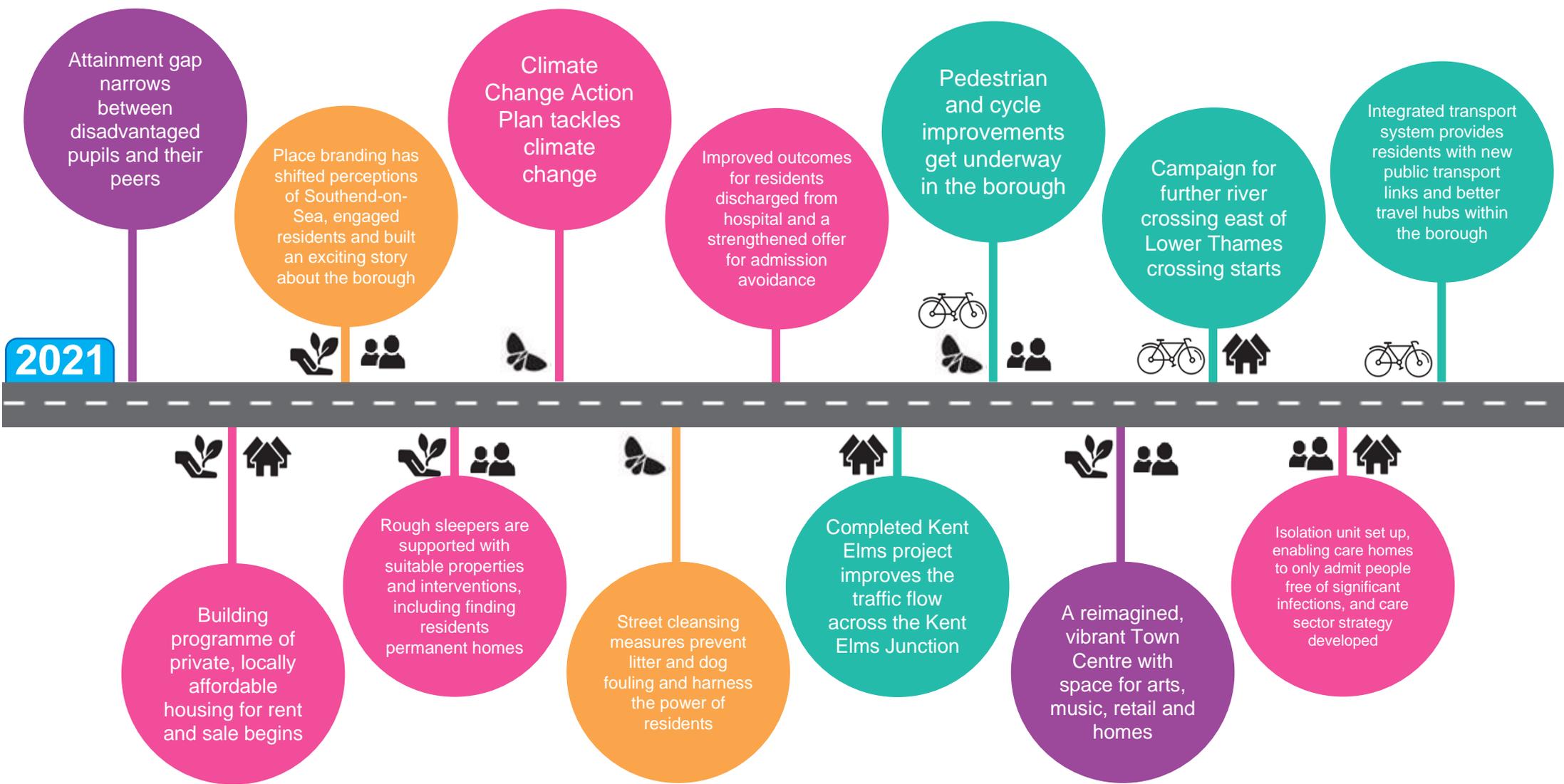


Opportunity & Prosperity



Connected & Smart





2021

Aspiration and educational attainment raised amongst residents in deprived areas

Progress on housing pipeline and acquisitions for Council Housing

More apprenticeships for young people

Delivery of targeted violence and vulnerability support

A thriving, well-managed night-time economy offering a safe and enjoyable experience for all

Large-scale arts festival 'Estuary 2021' takes place



Final decision taken on the Seaway development

More Southend pupils are able to attend a grammar school if they choose



Promotion of environmental zones around schools

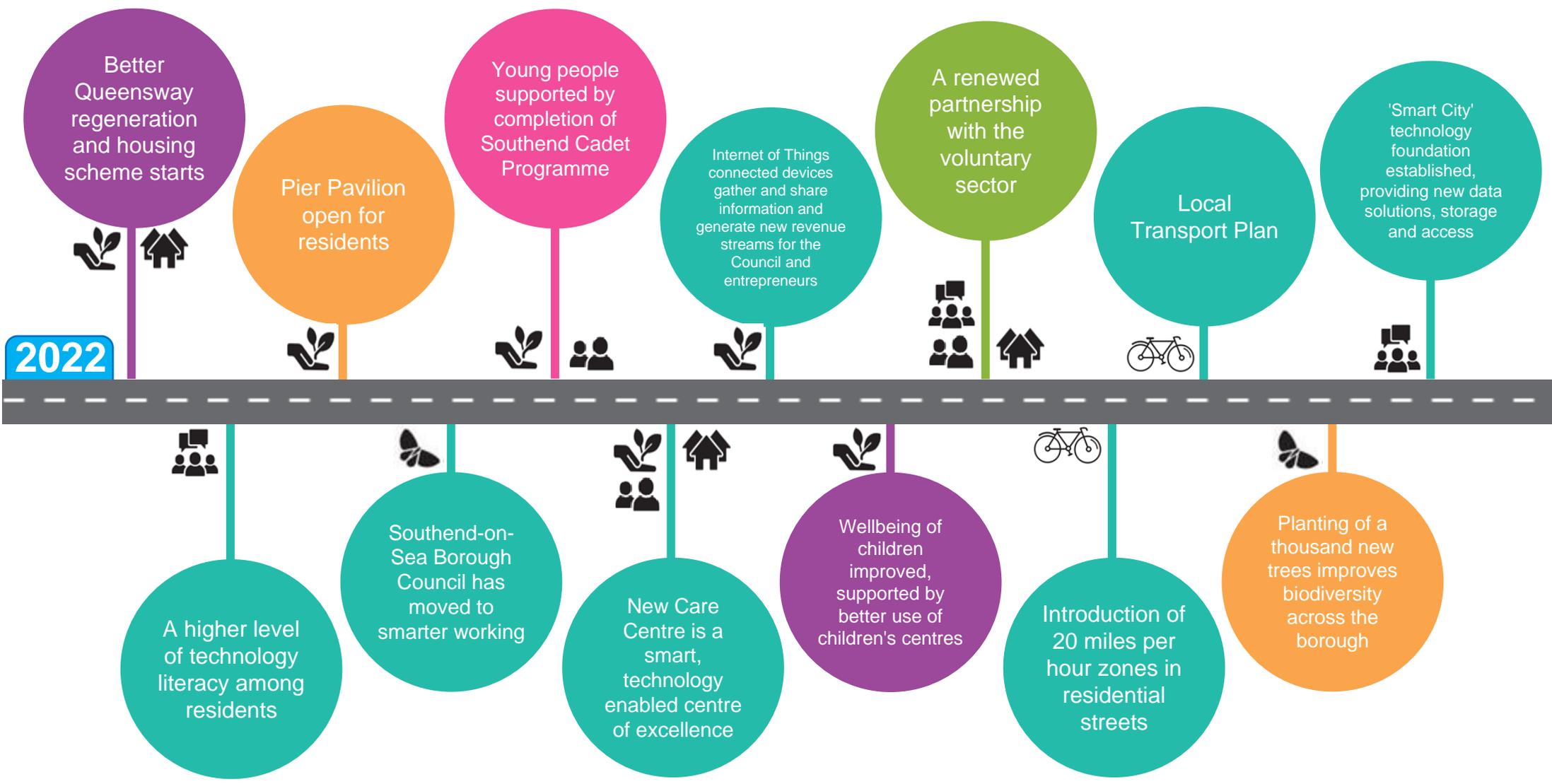
Increased number of community safety and Community Safety Unit officers

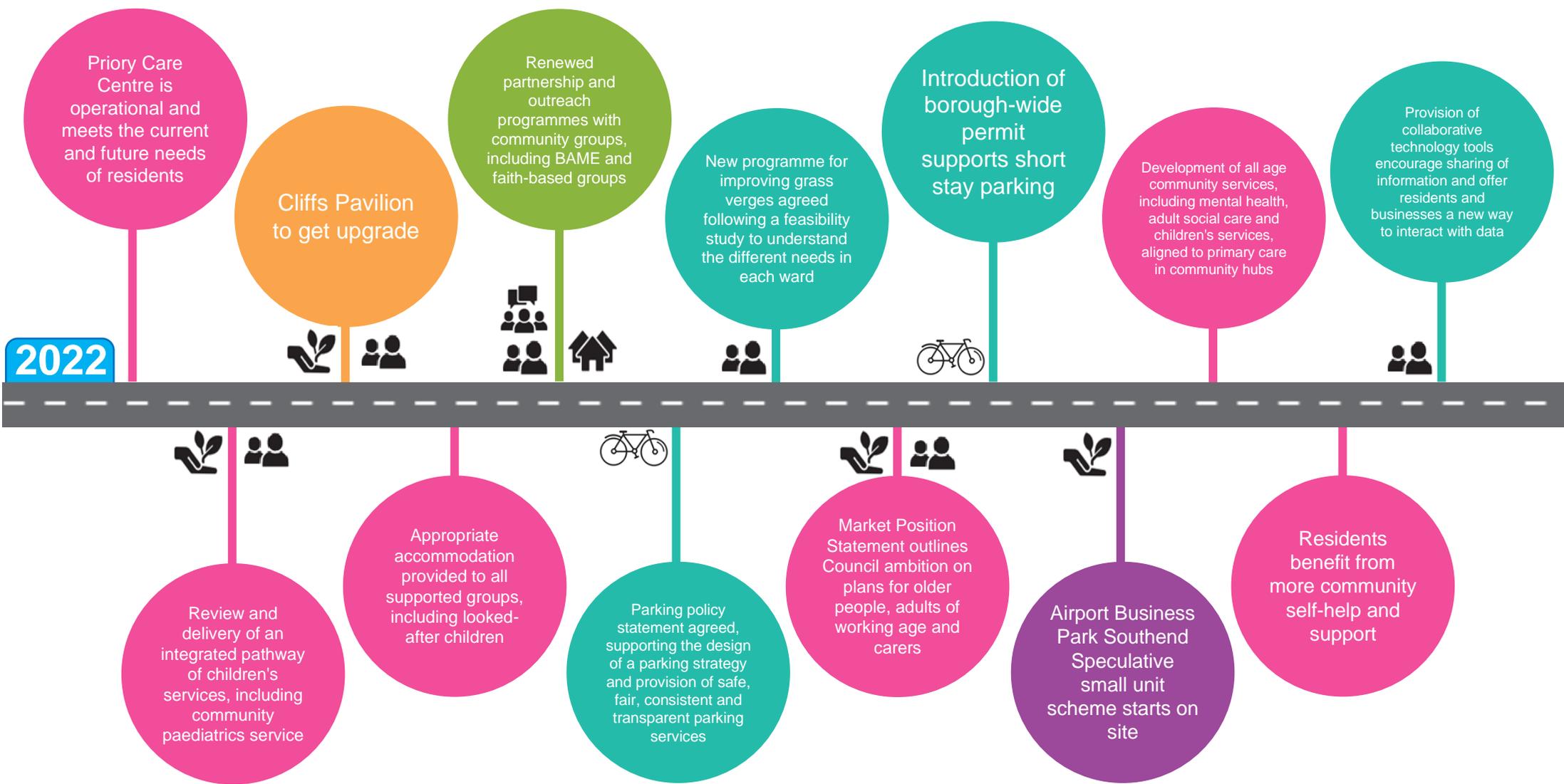


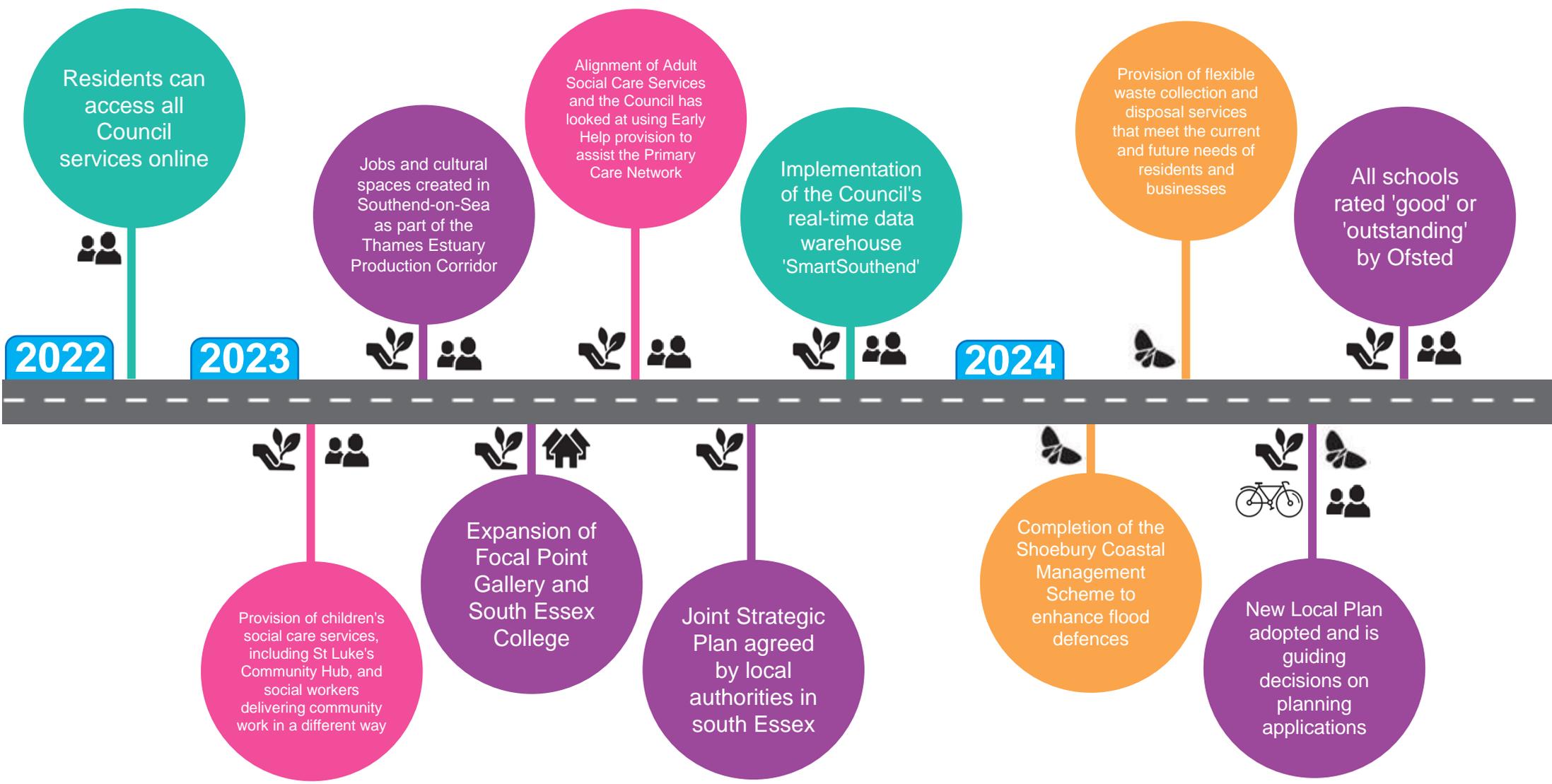
New social and key worker housing opportunities identified and Better Queensway business plan agreed

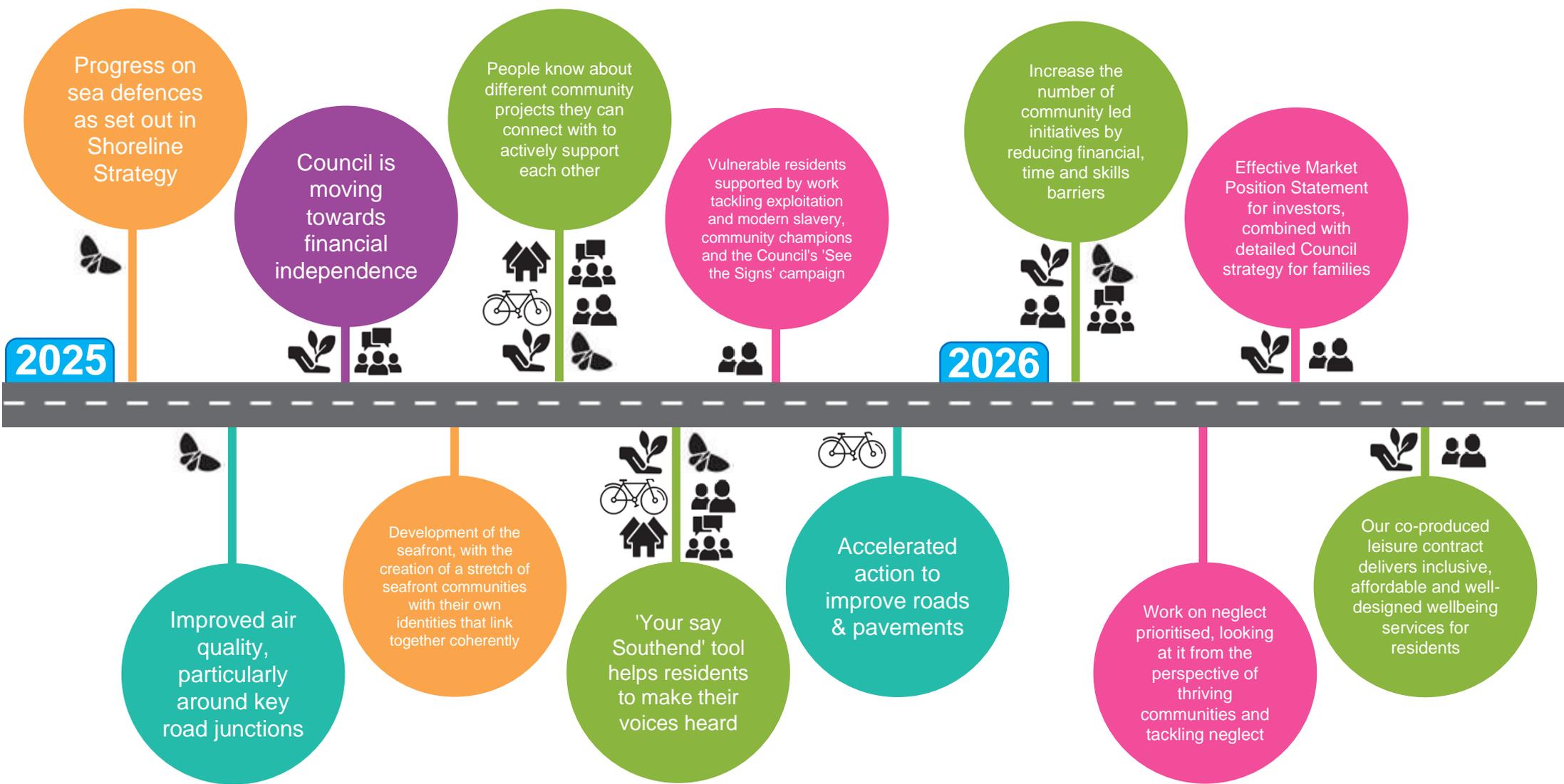


Council participation in Association of South Essex Local Authorities LoRaWAN (Long Range Wide Area Network) and Mobile projects









2025

2026

Progress on sea defences as set out in Shoreline Strategy

Council is moving towards financial independence

People know about different community projects they can connect with to actively support each other

Vulnerable residents supported by work tackling exploitation and modern slavery, community champions and the Council's 'See the Signs' campaign

Increase the number of community led initiatives by reducing financial, time and skills barriers

Effective Market Position Statement for investors, combined with detailed Council strategy for families

Improved air quality, particularly around key road junctions

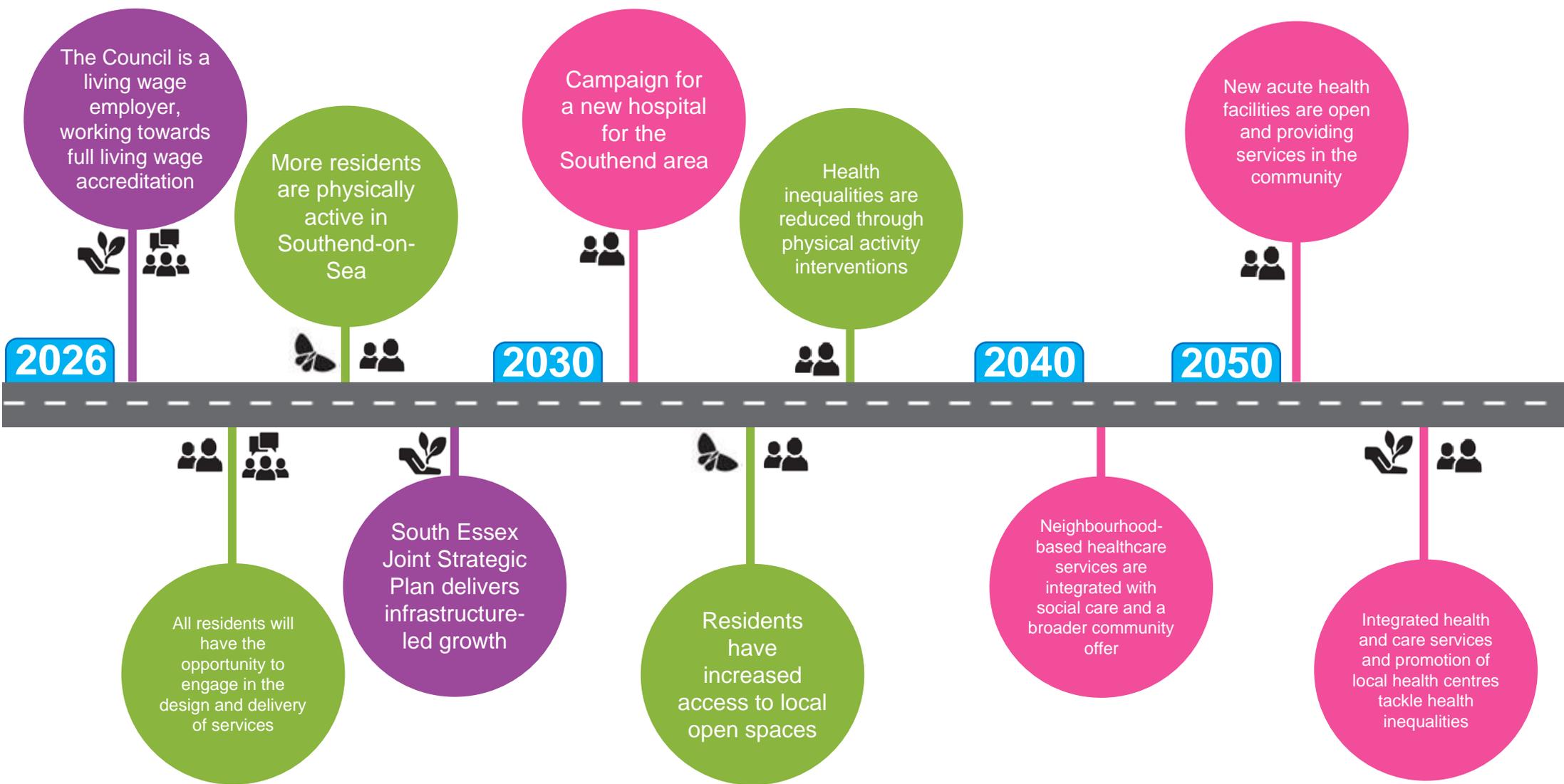
Development of the seafront, with the creation of a stretch of seafront communities with their own identities that link together coherently

'Your say Southend' tool helps residents to make their voices heard

Accelerated action to improve roads & pavements

Work on neglect prioritised, looking at it from the perspective of thriving communities and tackling neglect

Our co-produced leisure contract delivers inclusive, affordable and well-designed wellbeing services for residents



Planning  
policy  
achieves safe  
and well  
communities



2050

# Southend 2050 Refresh

## DRAFT Equality Impact Assessment

### 1. Background Information

The Equality Act 2010, requires public authorities to have 'due regard' to the need to eliminate unlawful discrimination, harassment and victimisation and to advance equality of opportunity between people from different groups. There is also a requirement that public authorities foster good relations between people from different groups with protected characteristics. This includes, for example, ensuring such groups have the ability to access information and eligible services on an equal basis and to have reasonable adjustments made to enable that to happen. The duty to 'advance equality' requires the council to be pro-active in reducing inequalities.

#### 1.1 Name of policy, service function or restructure requiring an Equality Analysis: Southend 2050 Refresh

This EIA focusses on the recent changes to Southend 2050 in response to the Covid-19 pandemic, notably the associated desired outcomes and the Transforming Together programme to better enable the council to deliver those outcomes. Future work which takes place within each of the five themes, particularly those relating to specific milestones, will benefit from individual Equality Impact Assessments.

#### 1.2 Date Equality Analysis undertaken: August 2020

#### 1.3 Names and roles of staff carrying out the Equality Analysis:

Name	Role	Service Area
Lauren Dolphin Tim MacGregor Sarah Brown Cheryl Oksuz	Policy Team	Corporate Strategy
2050 Outcome leads	Responsible for supporting the delivery of desired outcomes	Cross council

Corporate Equality Steering Group	Officer group, responsible for overseeing the Council's approach to equalities	Cross council
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**1.4 What are the aims or purpose of the policy, service function or restructure that is subject to the EA?**

As part of an annual process, the Southend 2050 outcomes and roadmap were reviewed and updated this year in the context of COVID-19. While the 2050 ambition remains the same, how Southend gets there may be somewhat different. Therefore, the outcomes and roadmap review builds on some positive aspects of the crises and points the way to rebalance and restore the damage caused in recent months. A full EIA of Southend's COVID-19 regulatory response has been undertaken and is available as an appendix to The Council's response to Covid-19 report to Cabinet, 9 June 2020, and linked below.



03-Southend Covid-19 Regulatory I

COVID-EIA:

**Nine** of the existing 23 outcomes have been reworded, **three** new outcomes have been created under the themes of Safe & Well and Opportunity & Prosperity. No outcomes have been deleted, raising the total number of outcomes that support the delivery of the Southend 2050 Ambition to **26**.

## 2. Outcome Equality Analysis by Southend 2050 theme

### 2.1 Pride and Joy - Key Equality Implications

**Disability** – In developing our cultural and leisure offer there is potential for the benefit of this activity to reduce if barriers to access are not addressed for those with disabilities. By developing the accessible tourism offer, the borough can enhance areas such as beach accessibility, accommodation, accessible signage and reading materials. In addition, barriers and measure to support specific initiatives and actions can be identified at the project level, with methods to design public spaces for accessibility put in place.

**Race** – In developing our cultural offer, there is potential for less-engaged groups to be under-represented in cultural events and activities. To mitigate this, it is possible to promote and further ‘talk up’ Southend’s diverse culture, and use outreach engagement activities to hold diverse cultural activity throughout the year. There is risk that our tourism image is narrow and an exclusive set of images is used by magazines, websites and marketing material, which deters visitors who do not have the same profile. To mitigate this a wide range of ethnicities, reflecting residents and visitors to the borough, can help promote Southend’s tourism offer.

**Sexual orientation, Gender Reassignment, Gender and Marriage and civil partnership** – Some venues may appear exclusive due to image and broader gender / relationship diversity issues. Creating a welcoming and inclusive sector for all greater engagement such as through annual events and promotion of inclusivity can be promoted.

**Carers, Socio-economic and Age** - Cost, image, accessibility and “Strenuous” activity can form barriers to the cultural and leisure. Issues can combine to mean certain young and old people are under-represented. A varied offer designed in close consultation with a range of residents can help mitigate this exclusion.

**Pregnancy and maternity** – The development of our local offer should be mindful to include breastfeeding friendly spaces and facilities which are inclusive for young families.

**Religion or belief** - The research does not indicate that enhanced cultural and public space provision could have a differential impact on people of different religions. However, there is potential for less-engaged groups to be under-represented in the design and attendance of some cultural events. People of different religious beliefs may feel uncomfortable visiting certain types of establishments. A broad mix of venues, events, and public spaces should be included in activity to appeal to a wide range of people.

2.2 Changes to Pride and Joy outcomes in the proposed 2050 refresh are highlighted in the tables below, this included new additions and Equality and Diversity implications:

	Current Outcome (old)	Change to Outcome	Equality and Diversity Implications
Pride and Joy	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.	The variety and quality of our outstanding cultural and leisure offer has increased for our residents and visitors and we have become the region's first choice coastal tourism destination.	<p>Potential for enhanced benefits for those with disabilities if barriers to access are addressed</p> <p>Potential for less-engaged groups to be better represented in cultural events and activities.</p> <p>Some venues may appear exclusive due to image and exclude some groups.</p> <p>Cost, image and accessibility can form barriers for various Age, Disability, carers and Socio-economic groups.</p> <p>People of different religious beliefs may feel uncomfortable visiting certain types of establishments.</p>
	Our streets and public spaces are clean and inviting.	Our streets and public spaces are valued and support the mental and physical wellbeing of residents and visitors.	<p>Enhanced streets and public spaces that are clean and green, can contribute significantly to the mental wellbeing of residents and visitors.</p> <p>Potential for venues to exclude breastfeeding parents. Opportunity to increase signup for Southend Supports Breastfeeding scheme.</p>
	There is a tangible sense of pride in the place and local people are actively, and knowledgeably, talking up Southend.	No changes.	
	We have invested in protecting and nurturing our coastline, which continues to be our much loved and best used asset.	No changes.	

## 2.3 New/revised 2050 Outcomes – Pride and Joy

		Impact		Age (including looked after children)	Disability	Gender reassignment	Marriage and civil partnership	Pregnancy and maternity	Race	Religion or belief	Sex	Sexual orientation	Carers	Socio-economic
		Yes	No	Positive	Negative	Neutral								
Pride and Joy	The variety and quality of our outstanding cultural and leisure offer has increased for our residents and visitors and we have become the region's first choice coastal tourism destination.	Yes		X	X	X	X	X	X	X	X	X	X	X
		No												
		Unclear												
	Our streets and public spaces are valued and support the mental and physical wellbeing of residents and visitors.	Yes												
		No												
	Unclear													

### 3.1 Safe and Well - Key Equality Implications

Key equality implications for Safe and Well, apply to all residents. Particular equality implications affect specific equality groups:

**Disability** – The specific accessibility needs of residents may not be met. A key area of focus can be accessibility and community access. Those who are of particular COVID-19 high risk, may be in unsuitable communal housing or have limited access to healthcare, or social care. The St Lukes Community hub model could be replicated in other areas of the borough to help mitigate these implications, to increase community self help and support.

**Race** – There exists a need to ensure that hate crime and harassment in social housing settings is understood and tackled. A key area of focus can be to diversify recruitment, and support the learning and development of staff from ethnicities and socio-economic backgrounds that are under-represented at particular levels in the Council's workforce.

**Gender Reassignment/Marriage/Civil Partnership/Sexual orientation/All** - Need to ensure that safety concerns of Trans people, LGB people and victims of domestic violence are recognised in housing allocation processes. Engagement with representatives of Trans people, LGB people and victims of domestic violence will be important in developing particular services in this context.

**Socio-economic** – Recognition that those that are socially and economically more vulnerable are more likely to be victims of crime and feel less safe where they live. Financial insecurity, a particular impact of COVID-19, may affect how secure residents feel their homes. There are risks of Child poverty, modern slavery, county lines and Energy poverty which are increased by the pandemic. To help mitigate these in planned activity, close consultation on the changing needs of these populations can support this stability and security.

3.2 Changes to Safe and Well outcomes in the proposed 2050 refresh are highlighted in the tables below:

	Current Outcome (old)	Change to Outcome	Equality and Diversity Implications
<b>Safe and Well</b>	New outcome	Residents feel safe and secure in their homes.	Recognition that the more socially and economically vulnerable are more likely have a fear of crime and to be victims of crime. Housing accessibility needs for residents with disabilities Socio-economic impacts following COVID-19. Risk of hate crime and domestic violence.
	People in all parts of the borough feel safe and secure at all times.	No changes.	
	Southenders are remaining well enough to enjoy fulfilling lives, throughout their lives.	No changes.	
	We are well on our way to ensuring that everyone has a home that meets their needs.	No changes.	
	We are all effective at protecting and improving the quality of life for the most vulnerable in our community.	No changes.	
	We act as a Green City with outstanding examples of energy efficient and carbon neutral buildings, streets, transport and recycling.	No changes.	

### 3.3 New/revised 2050 Outcomes - Safe and well

Safe and Well	Residents feel safe and secure in their homes.	Impact			Age (including looked after children)	Disability	Gender reassignment	Marriage and civil partnership	Pregnancy and maternity	Race	Religion or belief	Sex	Sexual orientation	Carers	Socio-economic
		Yes	No	Unclear											
		Positive			x	x	x		x	x	x	x	x	x	x
		Negative													
		Neutral						x							
		No													
		Unclear													

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## 4.1 Active and Involved - Key Equality Implications

**Age** – Digital exclusion and social isolation is most likely to impact older age groups, particularly as these activities increasingly operate online (a process accelerated by COVID-19). Age diversity is important in creating services that are sustainable as the age groups change and the population ages. Using a variety of means of engagement and the use of plain language will maximise the opportunities for engagement across age groups.

**Disability** – Encouraging residents to have more physically active lifestyles may be challenging for some individuals with specific disabilities. Targeted support by trained individuals can increase accessibility to activity for all.

Community engagement will ensure that the issues experienced by this group are taken into account in the development of future services. It is imperative that the process and the information provided as part of the activity is provided in a way that is accessible to members of this group, e.g. different formats, braille, etc.. and that access to venues for activities and engagement is maximised.

**Carers** - Ensuring all communities have access to support – challenge barriers. Groups to be supported to initiate events.

**Socio-economic** – Increasing access to green spaces in the most economically deprived areas of the borough can support this outcome.

**Race and Religion** - Targeted working groups for specific protected groups can be used to increase involvement in service design of underrepresented groups. Greater representation of ethnicities across the council can help support this.

**Religion and belief** – Awareness and sensitivity to the borough's different religious communities is an important to ensuring particular residents are not excluded from involvement in civic and other activity. Further data collection in this area may be required to ensure there is a good understanding of the make-up of the borough's population.

**Gender and Gender Reassignment** – Greater community connection will ensure that the views of all the members of this group are represented. Most community activity should have a neutral impact on this group.

**Sexual orientation** – Involvement and feedback from this group can only be monitored if the monitoring process itself captures the data to show that the engagement of this group has been sought. Where equality data is collected, or engagement is targeted to include this group, their views and issues they experience will be represented.

**Marriage and civil partnership** - Most community activity to increase involvement with design and delivery should have a neutral impact on this group.

**Pregnancy and maternity** - Most community engagement should have a neutral impact on this group, with specific benefits in greater social connection for this group, which is at risk of isolation – particularly following COVID-19.

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4.2 Changes to Active and Involved outcomes in the proposed 2050 refresh are highlighted in the tables below, this included new additions and Equality and Diversity implications:

	Current Outcome (old)	Change to Outcome	Equality and Diversity Implications
<b>Active and Involved</b>	The benefits of community connection are evident as more people come together to help, support and spend time with each other.	Residents feel the benefits of social connection, in building and strengthening their local networks through common interests and volunteering	Older age groups more likely to experience social isolation through digital exclusion, esp. during COVID-19.
	Public services are routinely designed, and sometimes delivered, with their users to best meet their needs.	Residents are routinely involved in the design and delivery of services	Need to address barriers to full participation exist for marginalised groups and those less able to navigate the system
	A range of initiatives help communities come together to enhance their neighbourhood and environment.	A range of initiatives help increase the capacity for communities to come together to enhance their neighbourhood and environment.	Should enable wider participation and engagement from those in more marginalised communities  There is potential for an economic impact, if house priced increase.
	More people have active lifestyles and there are significantly fewer people who do not engage in any physical activity.	More people have physically active lifestyles, including through the use of open spaces.	Need to ensure that the needs of those with barriers to physical activity are fully considered.
	Even more Southenders agree that people from different backgrounds are valued and get on well together.	No changes.	

### 4.3 New/revised 2050 Outcomes – Active and Involved

		Impact		Age (including looked after children)	Disability	Gender reassignment	Marriage and civil partnership	Pregnancy and maternity	Race	Religion or belief	Sex	Sexual orientation	Carers	Socio-economic	
Active and Involved	Residents feel the benefits of social connection, in building and strengthening their local networks through common interests and volunteering.	Yes	Positive	x	x	x	x	x	x	x	x	x	x	x	
			Negative												
			Neutral												
	Residents are routinely involved in the design and delivery of services.	Yes	Positive	x	x	x	x	x	x	x	x	x	x	x	x
			Negative												
			Neutral												
	A range of initiatives help increase the capacity for communities to come together to enhance their neighbourhood and environment.	Yes	Positive	x	x	x	x	x	x	x	x	x	x	x	x
			Negative												
			Neutral												
	More people have physically active lifestyles, including through the use of open spaces.	Yes	Positive	x	x	x		x	x	x	x	x	x	x	x
			Negative												
			Neutral				x								
No		Unclear													
		No													
		Unclear													

## 5.1 Opportunity and Prosperity

**Age** - The 2050 outcome changes for Opportunity and Prosperity, which focus on education, training and employment are particularly relevant to the age characteristic because available data suggests differing levels of economic activity and participation on learning and qualification levels among different age groups. In Southend, qualifications are fewer with age; just 9% of the 25-34 year old age group have zero qualifications. This increases to 13% for 35-49 year olds, and 26% for 50-64 year olds. Those over 65 are most likely to have no qualifications, at 55%. To mitigate this implication, the specific benefits to both younger / older residents can be identified in projects / initiatives using inclusive consultation formats.

Following COVID-19, apprenticeship schemes are expected to reduce in number, which holds negative impact upon the younger age group. Employment levels are also negatively impacted, affecting young people in particular. Targeted start-up initiatives in these sectors could be considered to mitigate these implications, mentoring would also offer significant benefits to younger people.

For young children in Southend, opportunities for outdoor play are limited, which can impact school-readiness for this age group. The added impact of COVID-19 is expected to particularly impact young children and teenagers in becoming 'life-ready'. To mitigate this, barriers can be identified at an early stage.

**Race** – There is potential for benefits such as supporting businesses, to be reduced by barriers to engagement. This could be through language, and accessible terminology for those with English as an additional language. Information can be provided through cultural or community centres in areas where populations within each group are concentrated

**Gender** – There is potential to impact significantly on female rates of pay by connecting women to opportunities in male dominated growth sectors / roles. This could be achieved through Identifying and addressing barriers to female employment in under-represented occupations e.g. skilled trade, managerial, technical.

**Socio-economic** – Those who are more socially and economically vulnerable are likely to be more severely impacted by the recession resulting from Covid-19. Any barriers to participation can reduce the benefit of job opportunities for residents entering or returning to work need to be addressed. In planning projects/ initiatives, meeting resident needs should be at the forefront in reducing barriers to employment - including for ex-offenders, and for those struggling to find secure employment.

**Disability** - Further mitigation action can include promoting the opportunities and benefits of working from home / employing home workers, particularly to support those with disabilities.

**Carers** - Southend holds the lowest average wage in the region, holding negative financial impact on those who need to work close to home. This can particularly impact working families and those with caring responsibilities, who live and work in Southend.

5.2 Changes to Opportunity and Prosperity outcomes in the proposed 2050 refresh are highlighted in the tables below, this includes new additions and Equality and Diversity implications:

	Current Outcome (old)	Change to Outcome	Equality and Diversity Implications
Opportunity and Prosperity	Our children are school and life ready and our workforce is skilled and job ready.	Our children are school and life ready and young people are ready for further education, training or employment.	Need to ensure access to opportunities are for all, with targeted support where necessary.
	New outcome	Southend provides fulfilling careers for our residents, and enough job roles to match the needs of the population.	Barriers to participation can reduce the benefit of job opportunities for residents entering or returning to work. Failure to connect women to higher paid opportunities will increase gaps. Apprenticeship schemes expected to reduce with negative impact upon younger age groups.
	New outcome	Southend businesses feel supported to respond to economic shock; adapt to evolving global markets; and, have the tools to preserve their businesses by responding effectively and positively to change.	Need to ensure that support is conscious of the diverse nature of the local business community. Potential for benefits to be reduced by barriers to engagement with business support e.g. language, terminology, and accessibility.
	The Local Plan is setting an exciting planning framework for the Borough.	No changes.	
	We have a fast-evolving, re-imagined and thriving town centre, with an inviting mix of shops, homes, culture and leisure opportunities.	No changes.	
	Key regeneration schemes, such as Queensway, seafront developments and the Airport Business Park are underway and bringing prosperity and job opportunities to the Borough.	No changes.	

Southend is a place that is renowned for its creative industries, where new businesses thrive and where established employers and others invest for the long term.	No changes.	
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### 5.3 New/revised 2050 Outcomes - Opportunity and Prosperity

Opportunity and Prosperity		Impact		Age (including looked after children)	Disability	Gender reassignment	Marriage and civil partnership	Pregnancy and maternity	Race	Religion or belief	Sex	Sexual orientation	Carers	Socio-economic	
		Yes	No	Positive	Negative	Neutral									
	Our children are school and life ready and young people are ready for further education, training or employment	Yes		x	x	x		x	x	x	x	x	x	x	
		No					x								
		Unclear													
	Southend provides fulfilling careers for our residents, and enough job roles to match the needs of the population.	Yes			x	x	x		x	x	x	x	x	x	x
		No						x							
		Unclear													
	Southend businesses feel supported to respond to economic shock; adapt to evolving global markets; and, have the tools to preserve their businesses by responding effectively and positively to change.	Yes			x	x	x		x	x	x	x	x	x	x
No							x								
Unclear															

## 6.1 Connected and Smart - Key Equality Implications

**Age / Disability** - The shift towards online services and day to day activity could hold negative impacts for accessibility, increasing a digital divide increases for those not connected. Barriers to use of ICT for target groups can be identified and removed through early actions in project activity. Barriers to digital access for people with a disability, or diverse language needs can be identified and the need for relevant actions can be specified in the strategy to address these as pre-requisites.

**Socioeconomic** - There may be socioeconomic impacts on changes to transportation, as fares may increase and more mobile groups from other areas choose to take up local employment opportunities. To mitigate, development could be encouraged in proximity to concentrations of older / younger residents out of work. Training activity can be linked to job opportunities in advance. There are socio-economic advantages to be gained from reduced road congestion, for businesses, education, tourism and retail.

**Age** - Access to work and transport impacts particularly upon the most vulnerable. Consideration for those without their own transport and the specific needs of residents need to be considered when designing transport related projects / activities can help to mitigate potential implications. Improved accessible transport facilities will benefit all but in particular those with disabilities and those at socio-economic disadvantage with no negative impact on any of the protected characteristics.

**Gender, Gender Reassignment, Marriage and civil partnership, Race** – No negative impact suggested, as new model provides a range of opportunities for increased accessibility to transport and digital provision.

**Pregnancy and maternity** - Improved accessible links to service facilities will benefit all, but in particular those who are pregnant or new parents, disabled people and those that are socio-economically disadvantage. No negative impact suggested, as new model provides a range of opportunities for greater connection for this group which can be more at risk of isolation.

**6.2** Changes to Connected and Smart outcomes in the proposed 2050 refresh are highlighted in the tables below, this included new additions and Equality and Diversity implications:

	Current Outcome (old)	New Outcome (proposed)	Equality and Diversity Implications
<b>Connected and Smart</b>	It is easier for residents, visitors and people who work here to get around the borough	Working with the public transport providers to enhance and encourage the use of the existing provision moving towards a long-term aspiration to open new routes, enabling a wider accessibility to public transport options.	Improved provision will help the more socially and economically disadvantaged  Employment opportunities may be taken up by other more mobile groups within the population.  Benefits will be reduced if transport solutions do not specify needs of people with a disability.
	Southend is a leading digital city with world class infrastructure	Southend is a leading digital city with world class infrastructure that reflects equity of digital provision for the young, vulnerable and disadvantaged.	Digital divide could increase for those not connected as services and day to day business moves online.  Barriers to digital access for people with a disability, or diverse language needs should be identified and addressed.
	People have a wide choice of transport options.	No changes.	
	We are leading the way in making public and private travel smart, clean and green.	No changes.	

### 6.3 New/revised 2050 Outcomes – Connected and Smart

	Impact	Age (including looked after children)	Disability	Gender reassignment	Marriage and civil partnership	Pregnancy and maternity	Race	Religion or belief	Sex	Sexual orientation	Carers	Socio-economic
Connected and Smart	Working with the public transport providers to enhance and encourage the use of the existing provision moving towards a long-term aspiration to open new routes, enabling a wider accessibility to public transport options	Yes	Positive	x	x	x	x	X	x	x	x	x
			Negative									
			Neutral									
		No										
	Unclear											
Connected and Smart	Southend is a leading digital city with world class infrastructure that reflects equity of digital provision for the young, vulnerable and disadvantaged.	Yes	Positive	x	x	x	x	X	x	x	x	x
			Negative									
			Neutral									
		No										
	Unclear											

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## 7. Evidence Base

### 7.1 Information sources to inform the EA:

Source of information	Reason for using (e.g. likely impact on a particular group).
COVID-19 EIA	Included to identify any potential equality related issues. Before and after the restructure
2011 Census	To provide population data.
Southend 2050 update - report to Cabinet, 28.7.20	Outlines changes to the Southend 2050 Roadmap.
Nomis	To detail the local labour market profile.
Index of Multiple Deprivation	To identify potential socio-economic issues.
Residents Survey 2019	Reflects the views of Southend's residents, particularly by area, age and gender.

### 7.2 Profile of Southend by Protected Characteristic:

Characteristics	Information Breakdown – data analysis
<b>Age</b>	<ul style="list-style-type: none"> <li>• 55,500 of Southend's 89,400 men are aged 16-64.</li> <li>• The working age population is expected to decrease by 3% by 2031.</li> <li>• The average age is 40 in Southend.</li> </ul> <p>Southend population breakdown by age:</p> <ul style="list-style-type: none"> <li>• Age 0-9 11.92%</li> <li>• Age 10-19 11.73%</li> <li>• Age 20-29 12.1</li> <li>• Age 30-59 40%</li> <li>• Age 60-74 14.7%</li> </ul>

	<ul style="list-style-type: none"> <li>• Age 75+ 8.9%</li> </ul>
<b>Disability</b>	<ul style="list-style-type: none"> <li>• Nearly 1 in 5 people (17.9%) in England and Wales reported a disability that limited their daily activities. People living in deprived areas and working in routine occupations were more likely to be disabled.</li> <li>• People in Southend reporting a disability that <u>limits them a lot</u> in their daily activities: 8.4% of men; 8.7% of women (<a href="#">ONS, 2011</a>)</li> <li>• About 20% of the population have a disability in Southend. This is based on the national figure, which is usually quoted as 18%, with 44% of those of pension age - see <a href="#">here</a> and <a href="#">here</a>.</li> </ul>
<b>Gender reassignment</b>	<ul style="list-style-type: none"> <li>• No robust data on the UK Trans population exists. The Government Equalities Office tentatively estimate that there are approximately 200,000-500,000 Trans people in the UK.</li> <li>• The Office for National Statistics is researching whether and how to develop a population estimate.</li> <li>• 41% of Trans men and Trans women responding to a Stonewall survey said they had experienced a hate crime or incident because of their gender identity in the last 12 months.</li> <li>• Stonewall found that 25% of Trans people had experienced homelessness at some point in their lives.</li> <li>• The Government Equalities office national LGBT survey found similar results, with 67% of trans respondents saying they had avoided being open about their gender identity for fear of a negative reaction from others.</li> </ul>
<b>Marriage and civil partnership</b>	<p>In Southend, there are:</p> <ul style="list-style-type: none"> <li>• 48,392 single residents (never married or registered a civil partnership). (34.4%)</li> <li>• 61600 married residents (43.8%)</li> <li>• 301 residents in a registered same sex civil partnership (0.2%)</li> <li>• 4314 separated (but legally married) residents (3.1%)</li> <li>• 15,245 divorced residents (10.8%)</li> <li>• 10,769 widowed residents (7.7%)</li> </ul>

<b>Pregnancy and maternity</b>	<ul style="list-style-type: none"> <li>• 12.6% of deliveries are to mothers from BME groups.</li> <li>• The general fertility rate is 6.1 per thousand – slightly higher than the UK average.</li> </ul>
<b>Race</b>	<ul style="list-style-type: none"> <li>• The great majority of Southenders (87%) self-reported their ethnicity as White British in the last census (2011) compared to 85% nationally.</li> <li>• There were 87 different ethnicity categories self-reported.</li> <li>• Of 173,658 Southend residents in the 2011 census, non-white ethnicities form 8.1% of the population;</li> <li>• 2.1% Mixed/Multiple ethnic group;</li> <li>• 2.1% Black/African /Caribbean/Black British;</li> <li>• 1.04% Asian/Asian British: Indian;</li> <li>• 0.89% Asian/Asian British: Other Asian;</li> <li>• 0.62% Asian/Asian British: Chinese;</li> <li>• 0.61% Asian/Asian British: Pakistani;</li> <li>• 0.54% Asian/Asian British: Bangladeshi;</li> <li>• 0.51% Other Ethnic Group;</li> <li>• 0.09% Gypsy/Traveller/Irish Traveller.</li> </ul>
<b>Religion or belief</b>	<p>60.5% of Southend residents have a religion. 32% listed no religion.</p> <ul style="list-style-type: none"> <li>• 56% are Christian</li> <li>• 2% are Muslim</li> <li>• 1% are Hindu</li> <li>• 1% are Jewish</li> <li>• 0.5% listed 'other religion'</li> <li>• 0.5% are Buddhist</li> <li>• 0.08% are Sikh</li> </ul>
<b>Sex</b>	<ul style="list-style-type: none"> <li>• Southend has 89,400 men (49%); and 93,300 women (51%).</li> <li>• 82.4% of men are employed; 69.6% of women are employed.</li> </ul>
<b>Sexual orientation</b>	<ul style="list-style-type: none"> <li>• There is no definitive figure for the % of LGBT residents in Southend.</li> <li>• Nationally 2% of the population identified themselves as LGBT according to: <a href="#">Annual Population Survey (APS)</a></li> </ul>
<b>Carers</b>	<ul style="list-style-type: none"> <li>• About 10% of the Southend population provide unpaid care: (see Nomis site: 'Health and provision of unpaid care').</li> </ul>

	<ul style="list-style-type: none"> <li>Nationally 12.5%, or 1/8 adults are said to be carers: see <a href="#">here</a>.</li> </ul>
<b>Socio-economic</b>	<ul style="list-style-type: none"> <li>The Borough of Southend includes nine of the 10% most deprived areas of England, but also 13 of the least deprived.</li> <li>6.15% of Southend's 4963 households are 'Families with limited resources who budget to make ends meet'</li> <li>33.2% of Southend households are in flats/maisonettes/apartments, or temporary accommodation.</li> <li>In Southend-on-Sea, the life expectancy gap between the most deprived and least deprived wards is just over 11 years for males, and just under 10 years for females.</li> <li>In Southend-on-Sea, just under 1 in 5 children live in low income families (households where income is less than 60% of the median income before housing costs).</li> <li>Around 10% of Southend households experience fuel poverty.</li> <li>Southend's employment rates are similar to England - 76% of 16-64 year olds are in employment. 39% of employee jobs in Southend are part-time, which is higher than the UK average.</li> </ul>

## 8. Transforming Together

The revised Transforming Together programme has identified four themes, and key equality implications for groups with protected characteristics are outlined below:

### 8.1 Skills, Learning, & Development

To ensure TT has the right skillsets to tackle the right challenges, and leads in upskilling the entire organisation

Outcomes	Equalities Implications
1. Staff feel valued and are recognised and rewarded appropriately. Staff are able to participate in a range of activities to support their well-being.	<ul style="list-style-type: none"> <li>Planned activities should consider E&amp;D implications to ensure accessibility and inclusivity for all.</li> </ul>
2. Leaders who are able to deliver in a changing environment, provide strong and developed skills to support staff, adapt to self-directed learning and can challenge when appropriate.	<ul style="list-style-type: none"> <li>Senior level support for embedding E&amp;D is essential to progress this outcome.</li> </ul>
3. Councillors who are equipped to support the delivery of the Council aims and ambitions alongside officers.	<ul style="list-style-type: none"> <li>All council employees participate in compulsory E&amp;D training.</li> <li>Councillor-specific E&amp;D virtual learning further supports this outcome.</li> </ul>
4. Staff are enabled and have the skills and abilities to be utilised effectively across the organisation.	<ul style="list-style-type: none"> <li>Support moves to build greater representation at senior levels.</li> <li>The staff college is a tool to upskill staff.</li> <li>Targeting management training for disadvantaged groups.</li> <li>HR and HAYS recruitment can work closely to ensure recruitment is inclusive.</li> <li>Graduate Scheme.</li> <li>Opportunities for secondment and broad learning experiences across the council.</li> </ul>
5. Enable service areas to re-design affectively to meet new operational need.	<ul style="list-style-type: none"> <li>Adaptations and new activity should consider E&amp;D implications.</li> </ul>

## 8.2 Behaviours & Culture

To promote TT as a model for how we expect Councillors and Officers to act, modelling our Values & Behaviours and championing the best ways of working

Outcomes	Equalities Implications
1. Our organisation embraces fully an agile method of working, allowing colleagues and projects to work in the way that best suits them for the best outcomes.	<ul style="list-style-type: none"> <li>• With HR support, individual needs can be met - to ensure employees have effective workplaces.</li> </ul>
2. Our values and behaviours are embraced and role modelled at all levels, by all colleagues, within an environment of positive challenge that influences the way all teams and individuals operate and manage within our organisation.	<ul style="list-style-type: none"> <li>• Inclusive behaviours are promoted, and inappropriate behaviours are addressed.</li> <li>• Unconscious bias training for managers supports fair recruitment.</li> <li>• Addressing process to challenging behaviours can support inclusivity.</li> </ul>
3. Work Life programme continues to deliver its ambitions and is connected to other TT activity that support it.	<ul style="list-style-type: none"> <li>• Mental health considerations for long-term isolation during working hours.</li> <li>• With prolonged remote working, there are increased considerations for accessibility, and higher risk groups, as outlined the COVID-19 EIA – Southend response.</li> </ul>
4. Risk awareness and horizon scanning are business-as-usual for all teams, as part of a wider Getting To Know Your Business campaign.	<ul style="list-style-type: none"> <li>• Ensuring E&amp;D implications are addressed as part of the risk management process.</li> </ul>

### 8.3 People & Networks

To keep TT at the forefront of people's thinking and an accessible network of engagement, support and opportunities

Outcomes	Equalities Implications
1. Staff feel involved, engaged and knowledgeable in Transforming Together through active communications using various channels.	<ul style="list-style-type: none"> <li>• Staff forums are a valuable resource to achieve this outcome.</li> <li>• Focus can be on supporting the staff forums and their activity.</li> <li>• Increasing forum engagement.</li> <li>• Ensuring multiple channels are used to communicate to staff, particularly when remote working.</li> </ul>
2. The right people, at the right time, with the right expertise, are engaged for specific pieces of work, promoting and influencing transforming together.	<ul style="list-style-type: none"> <li>• A diverse council which is representative of Southend, can offer greater social, cultural, structural, economic, and religious insights, to develop and engage with these pieces of work.</li> <li>• Ensuring opportunities for engagement are offered to all, in accessible formats.</li> </ul>
3. An intranet that is up to date and accessible for all, and has been designed around the user.	<ul style="list-style-type: none"> <li>• An intranet which meets users' auditory, cognitive, visual, physical, and language needs increases accessibility for all.</li> <li>• It promotes equality and diversity considerations within the Council.</li> </ul>
4. A fully knowledgeable and engaged workforce, at all levels, understand and are able to participate in the Transforming Together culture.	<ul style="list-style-type: none"> <li>• Targeted workshops can support increased engagement of specific groups.</li> </ul>
5. Staff are confident and understand the transformation culture we work in and are part of the shaping the future.	<ul style="list-style-type: none"> <li>• This culture can be shaped to represent and support the needs of all protected groups.</li> </ul>
6. Staff have effective communication mechanisms with CMT.	<ul style="list-style-type: none"> <li>• Responses to staff forums are discussed at CMT level.</li> </ul>

## 8.4 Managing TT & Corporate

Overseeing the coordination and governance of Transforming Together, and corporate projects

Outcomes	Equalities Implications
1. Ensuring an up to date democratic process that supports a 21st Century Councillor and modern council (Constitution update).	<ul style="list-style-type: none"> <li>• Support moves to reduce barriers to enabling potential council candidates from standing.</li> <li>• Support moves to reduce barriers to engaging in the democratic process</li> <li>• Creating a culture which meets the values and behaviours of the organisation. This is supported by E&amp;D training available to all staff and Councillors.</li> </ul>
2. Quality assuring the work of TT and ensuring a creative space to prioritise, innovate and drive managing the work of TT.	<ul style="list-style-type: none"> <li>• Creating opportunities to work in a variety of ways, which meet the employee's individual needs.</li> <li>• Focus to maintain collaboration, particularly when remote working.</li> </ul>
3. Ensuring a clear link between TT and Southend 2050 Refresh that demonstrates the value.	<ul style="list-style-type: none"> <li>• Ensuring E&amp;D issues and concerns are well addressed.</li> </ul>
4. The council, with key partners is an effective commissioner and procurer, that results in quality and value for money services.	<ul style="list-style-type: none"> <li>• Ensuring E&amp;D issues and concerns are embedded as part of this process.</li> </ul>
5. Making sure that there is a clear understanding of TT; the principles of working and the work programme.	<ul style="list-style-type: none"> <li>• Targeted workshops can support increased engagement of specific groups.</li> </ul>
6. Transforming ICT to support the TT agenda.	<ul style="list-style-type: none"> <li>• Flexible working environments are well supported by IT.</li> <li>• Working from home holds implications for some groups (less well off, those with children)</li> </ul>
7. Ensuring effective and transparent business planning and decision-making Governance Review.	<ul style="list-style-type: none"> <li>• Staff forums are a valuable resource to achieve this outcome.</li> </ul>

## Southend 2050 Performance Management Framework

Officer	Cabinet & CMT		CMT, Cabinet, Scrutiny, Stakeholders & Outcome Teams		
<b>Delivery plans</b>	<b>Corporate Performance Dashboard</b>	<b>Cabinet Portfolio Dashboards</b>	<b>Recovery report</b>	<b>Outcome Success Measures Report – including roadmap</b>	<b>Annual Report</b>
Outcome level delivery plans, owned by the Outcome Leads & reported to the CMT Theme Lead.	Reported monthly and visible to the Cabinet, the Corporate Management Team, Senior Leadership Network and Performance and Service Leads.	Dashboard reviewed at each Portfolio meeting – including progress reports on milestones, finance, resources & projects. (4-6 weekly).	Roadmap milestones to be reviewed at each Cabinet meeting as part of ongoing reporting on recovery	Reported to Cabinet & Scrutiny quarterly. Provides visual progress made against each of the 2050 Outcomes by Theme and progress on the Roadmap milestones.	Reported annually, reviewing the Council’s performance as well as other place-based information.

### Recovery Considerations

Outcomes, roadmap milestones & performance measures directly connected to delivering the recovery from Covid-19 will be embedded throughout all reporting & clearly identified

### Governance & Performance Reporting

**Pentana:** All elements will be coded to enable quick & easy reporting

**Data** for the Corporate Performance Dashboard captured monthly

**Narrative** updates for roadmap milestones captured monthly

**Performance & outcome measure data** collected quarterly for the outcome success measures report

**Joint Administration Priorities**  
Joint Administration Priorities are included onto the roadmap



OUR  
SHARED  
**AMBITION**



**SOUTHEND**  
**2050**  
*it all starts here*

**Outcomes Success Measures Report**  
**Quarter 1 – April to June 2020**



## **Pride & Joy Quarter 1 2020/21 Summary**

By 2050 Southenders are fiercely proud of, and go out of their way, to champion what our city has to offer.

Work continues on the Southend place branding and development of a destination website. Workshops and virtual sessions have been held with key stakeholders to build the place narrative.

The Estuary festival has been rescheduled and will now take place in May 2021. It is being organised and promoted by local arts organisation METAL. Programming for the festival is currently being finalised. Information about the indicative programme and associated offsite projects has been published on the Estuary festival website.

The works to refurbish The Cliffs Pavilion have been delayed as a result of Covid-19, it is anticipated that they will be completed by 2022.

A borough-wide anti-littering campaign has been rolled out by the Council in response to significant increases in littering behaviour during lockdown. Additional anti-littering communications have been installed on the sea front and new recycling and litter bins installed on Southend High Street. New Keep Britain Tidy dog fouling resources will be rolled out in September 2020.

Whilst volunteer litter-picking activities were put on hold due to COVID-19, the Council is working with our partner Veolia to revive our offer in a safe way, as soon as possible.

The review of waste collection and disposal services continues and a detailed timetable is being developed – consultation with key stakeholders is starting, with customer feedback central to this work. Veolia's next Customer Satisfaction Survey is being drafted ready for an Autumn launch.

Following winter storms and subsequent damage sea defence works are being undertaken on a priority/risk assessed basis.

The planting of a thousand new trees had to be paused due to lockdown. However, there are plans to resume planting in October 2020, subject to any further lockdown restrictions. The planting season is October to end March/early April, weather-dependent.



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

**Volunteering hours delivered within Culture, Tourism and Property, including Pier and Foreshore and events**

**Was on hold due to COVID-19**

Q1 2020/21

vs. 3,632 for Q4 2019/20

**% of respondents satisfied with the local area as a place to live**

**74%**

Residents' Perception Survey 2019

vs. 75% in 2018/19

## Analysis of key communications campaigns on social media

### ***Don't Visit Southend***

2 Apr – 10 May

Reach – 512,257

### ***Coronavirus Helpline***

14 Apr – 20 May

Reach - 77,248

### ***Domestic Abuse***

30 Apr – 26 May

Reach – 63,136

### ***"Don't be a mug" littering***

24 Jun – 10 Aug

Reach - 10,552 (24-30 Jun)

### ***COVID-19 Discretionary Business Grants scheme (first round)***

16-29 Jun

Reach – 6,192

### ***11 plus***

19 May – 1 Jul

Reach - 4,443

Link clicks through to dedicated

11 plus website – 494



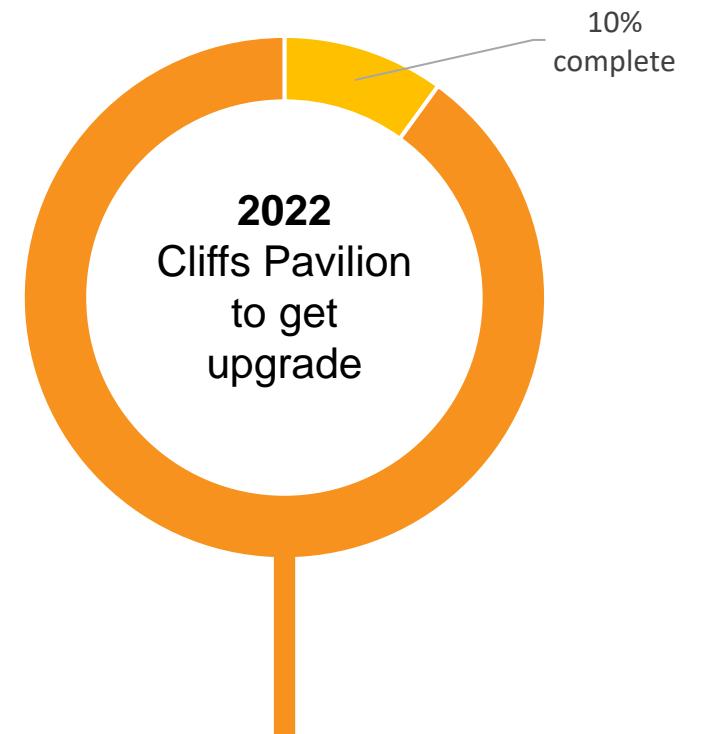


## Outcome 2 - The variety and quality of our outstanding cultural and leisure offer has increased, and we have become the region's first choice coastal tourism destination.

Number of Green Flag awards held by our parks and green spaces

6

at Q1 2020/21





# Outcome 3 - We have invested in protecting and nurturing our coastline, which continues to be our much loved and best used asset.

**Number of Blue Flag awards held**

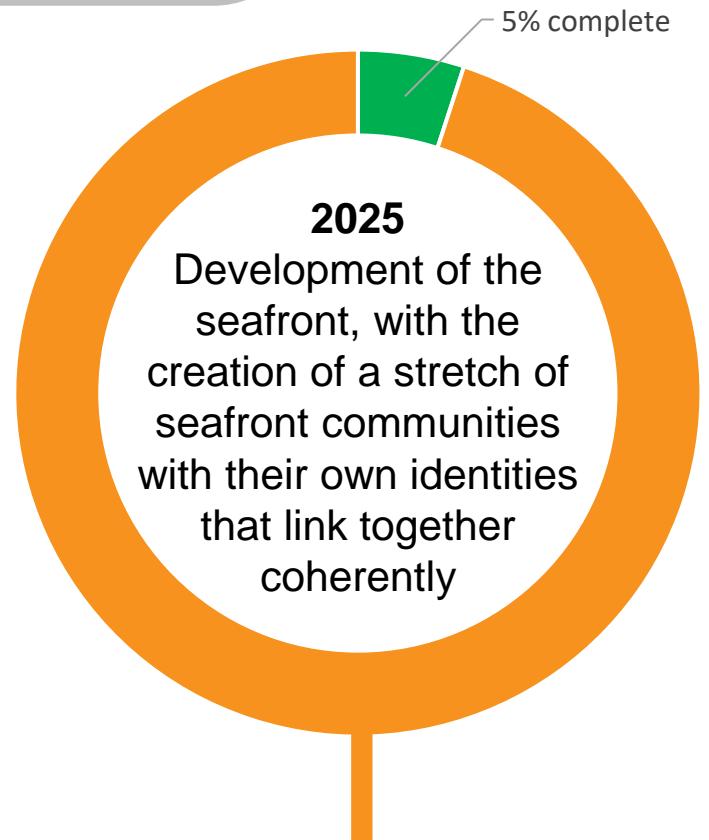
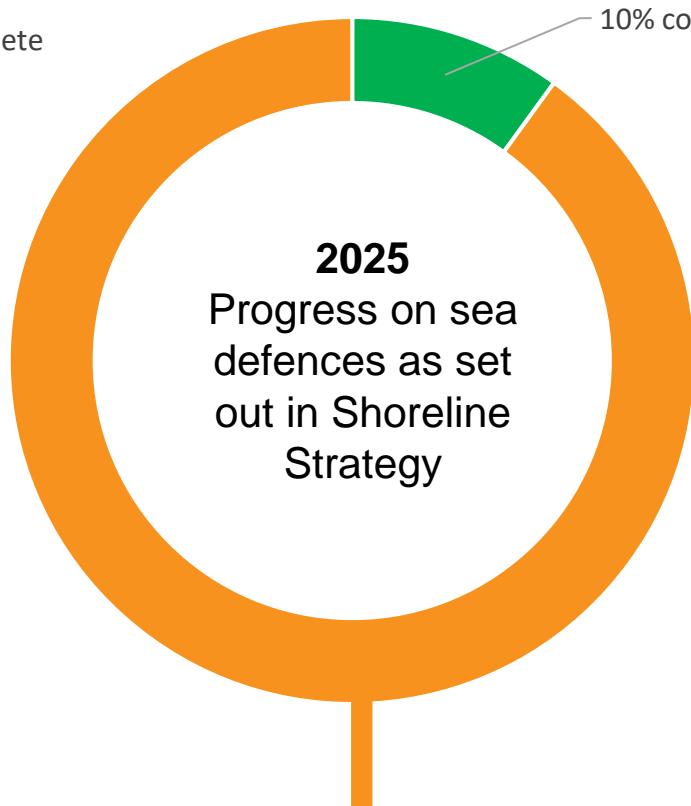
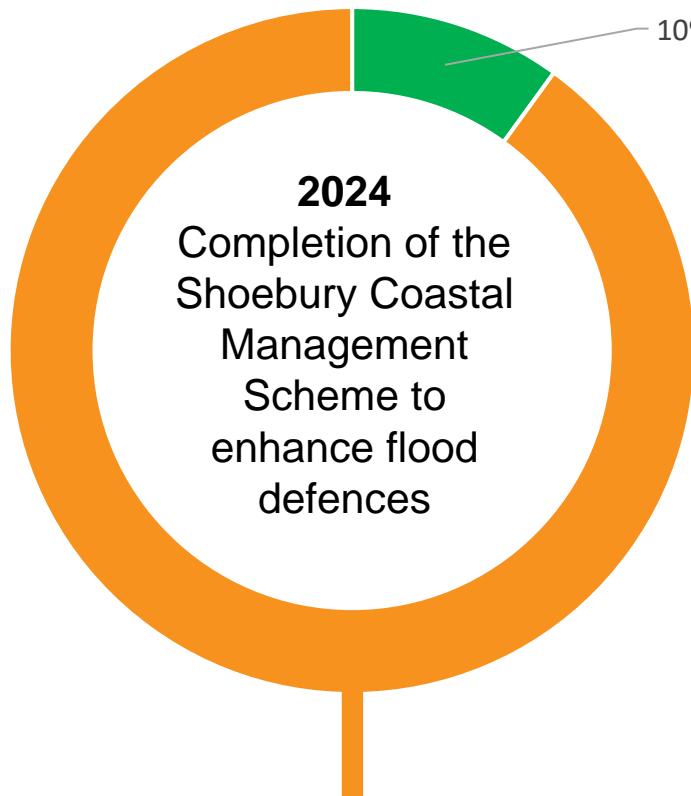
**5**

as at Q1 2020/21

**Number of volunteer-led Community Beach Cleans**

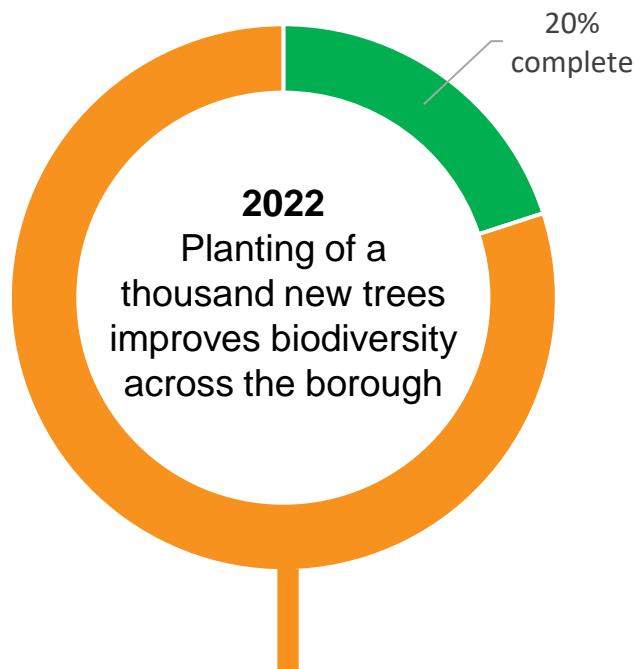
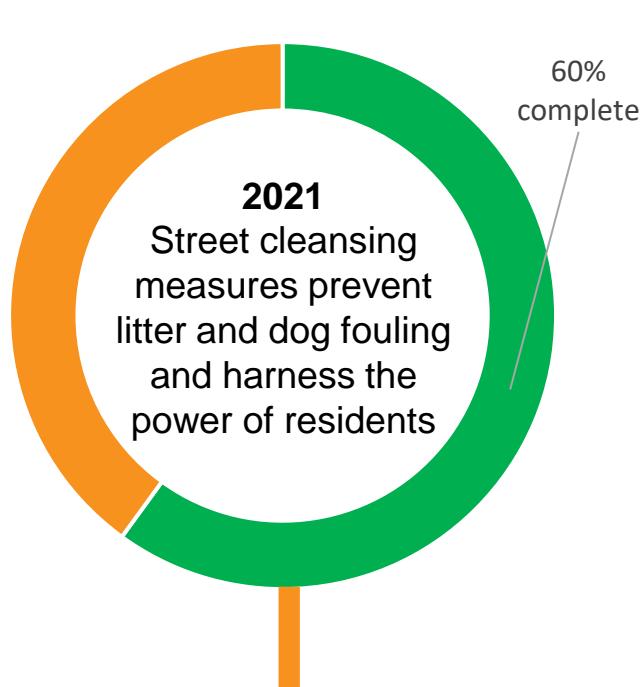
**Was on hold due to COVID-19**

Q1 2020/21





# Outcome 4 - Our streets and public spaces are resilient, valued and support the mental and physical wellbeing of residents and visitors.





## Safe & Well Quarter 1 2020/21 Summary

By 2050 people in Southend-on-Sea feel safe in all aspects of their lives and are well enough to live fulfilling lives

Throughout the COVID-19 pandemic, the Council and its partners have worked to secure further accommodation for as many rough sleepers as possible. 85 people have moved on from bed and breakfast into secure tenancies or supported accommodation. Funding is being sought through the Ministry of Housing, Communities and Local Government's Next Steps in Accommodation programme and Homes England 'Move On' fund to secure further suitable properties, along with support interventions.

Work to improve the outcomes for residents discharged from hospital ceased with the outbreak of COVID-19 and the implementation of discharge requirements.

During the pandemic, a COVID-19 isolation unit of 13 beds was set up and operated from Priory House. This is now being reviewed against actual usage in conjunction with clinicians. Wider conversations are also taking place around the operational vision for the Priory House care centre and how the new build can support community resilience and improve outcomes for residents discharged from hospital.

A review is underway of the Southend Violence & Vulnerability plan with a targeted focus on prevention.

With the reopening of the town centre after its closure during the pandemic, work has begun again to achieve Purple Flag re-accreditation. The Community Safety Patrol team has been temporarily increased and provided a highly visible presence in areas such as Old Leigh.

In response to the drive towards integration of health and care services and the need for place based approaches, the South East Essex Alliance Board has been established. It brings local authorities, NHS, voluntary and third sector organisations all together. Locally, health, social care and public health professionals have been undertaking preventative work in community hubs and GP practices, as well as linking in with sheltered housing schemes, churches and children's centres.

The Council continues to work with its partners to give children and young people access to high quality care. A system wide outcomes framework is emerging and will be shared and tested with children and families in the coming months. The community paediatric transformation programme continues to develop and attract new investment. A project is also underway to collate views of how the future Emotional Wellbeing and Mental Health Service should look for children and young people.

Affordable housing has been delivered in the borough by the Housing Revenue Account (HRA) Land Review and Modern Methods of Construction projects. Completion of Phase 2 of the HRA Land Review delivered 16 affordable rented dwellings in 2019/20.

The Acquisitions Programme for 2020/21 has been agreed and work has commenced on acquiring suitable properties. The acquisition of nine properties is currently being progressed with solicitors. A number of registered provider affordable housing schemes are also being progressed, including redevelopment of the former Chalkwell Lodge in Westcliff-on-Sea.



# Outcome 1 - People in all parts of the borough feel safe and secure at all times.

**Community Safety Unit activity**

**Engagements:**

Begging / vagrancy / rough sleeping – 160 vs. 276

Street drinking – 344 vs. 187

Antisocial behaviour – 258 vs. 164

Crimes assisted – 77 vs. 112

CCTV reports leading to arrest – 120 vs. 155

Targeted patrols undertaken (YTD) – 1424 vs. 1079

at Q1 2020/21, all figures vs. Q4 2019/20

**Beach Welfare Officers**

Number completing shifts  
**Apr 0, May 39, Jun 31**

Number of hours delivered  
**Apr 0, May 141, Jun 115**

Q1 2020/21

**Residents' perceptions of safety**

**Feel safe during day – 86%**

**Feel safe after dark – 40%**

2019/20

vs. 81% / 40% in 2018/19

**Domestic abuse incidents**

**1.8 per 1,000 population**

end Q1 2020/21

vs. 1.7 end Q4 2019/20

**Violence against the person**

**8,317 offences**

Aug 2019-Jul 2020

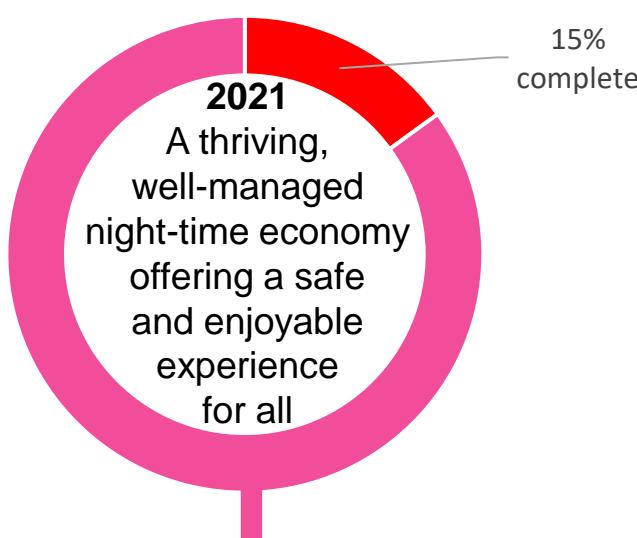
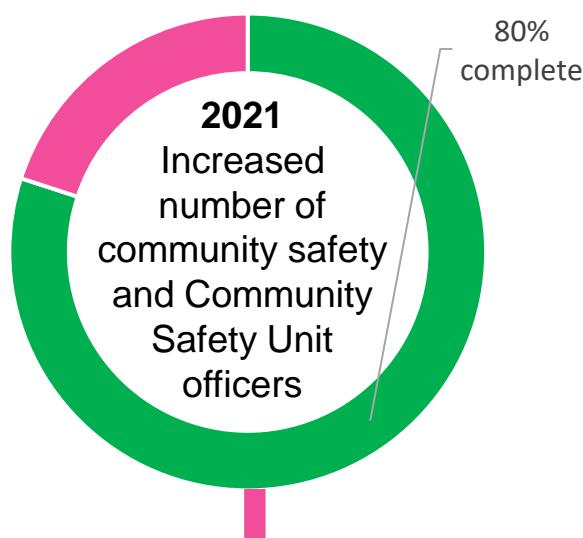
0.2% decrease vs. 2018

**Violent crime with injury rate**

**0.47 per 1,000 population**

end Q1 2020/21

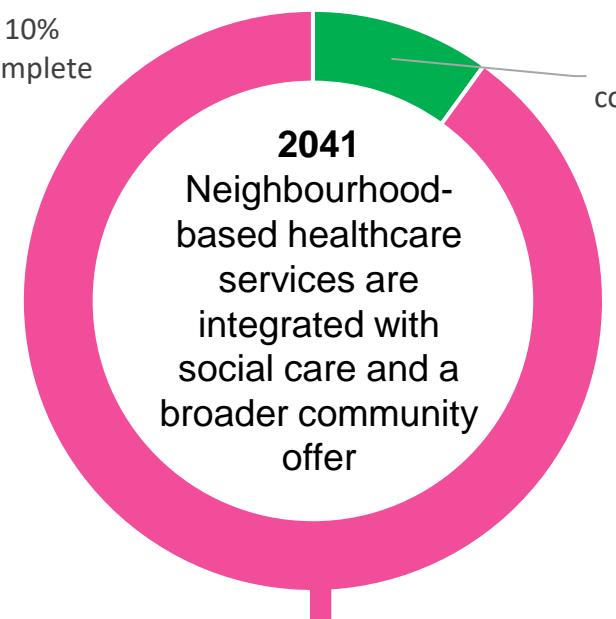
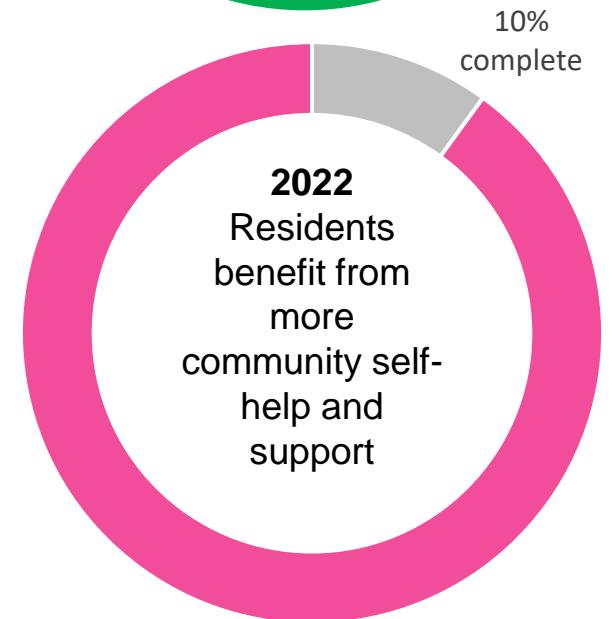
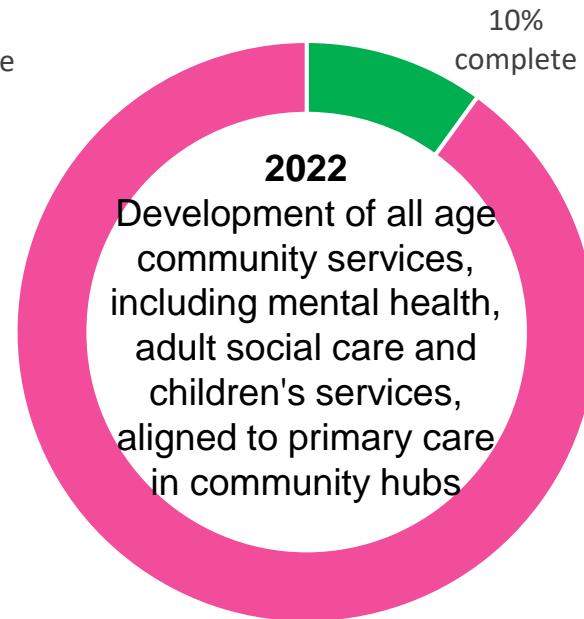
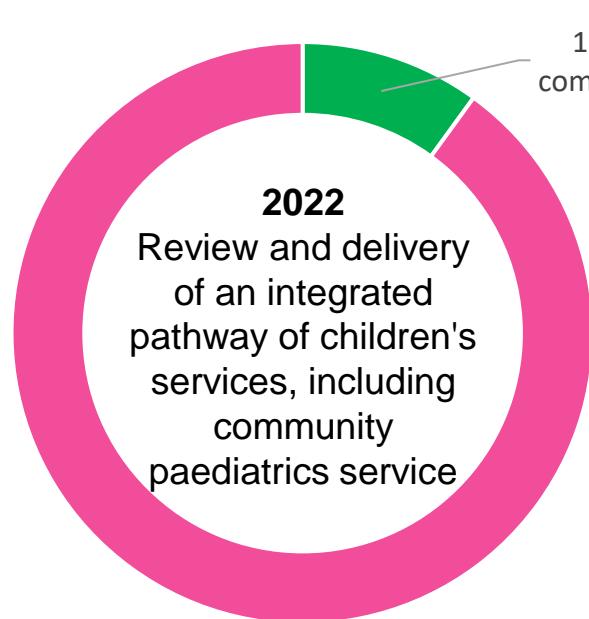
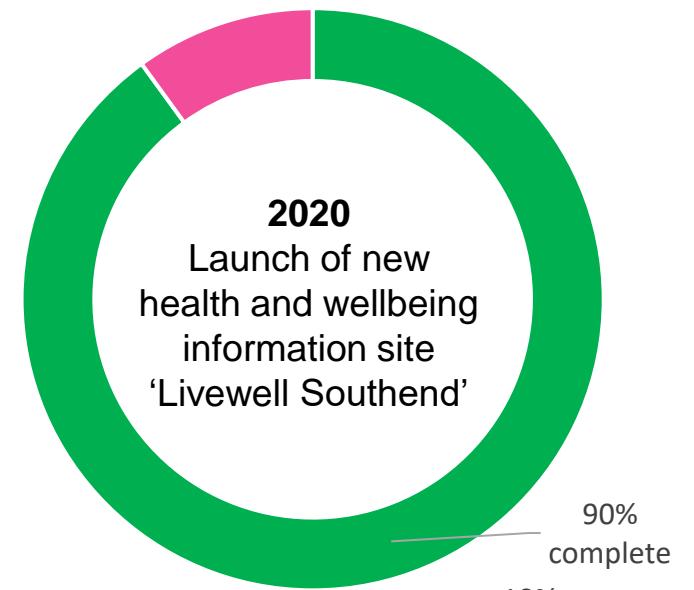
vs. 0.61 end Q4 2019/20





## Outcome 2 - Southenders are remaining well enough to enjoy fulfilling lives, throughout their lives.

Under 75 Mortality rate from all causes (persons)  
**359 per 100,000 population**  
vs. 330 per 100,000 population for England  
2018





# Outcome 3 - We are well on our way to ensuring that everyone has a home that meets their needs.

**Homelessness relief - accommodation secured for at least 6 months for those being assisted under the homeless relief duty**

**45% of cases**  
vs 40% in Q4 2019/20

**Homelessness prevention - existing or alternative accommodation secured for at least 6 months for those at risk of homelessness**

**57% of cases**  
vs. 58% in Q4 2019/20

**Re-application Duty - repeat homelessness within 2 years of accepting a suitable private-rented sector offer (priority need cases owed the main duty)**

**0 cases**  
Q1 2020/21

**Number of children in temporary accommodation**

**277**  
Q1 2020/21  
vs. 288 at Q4 2019/20

**Households in temporary accommodation**

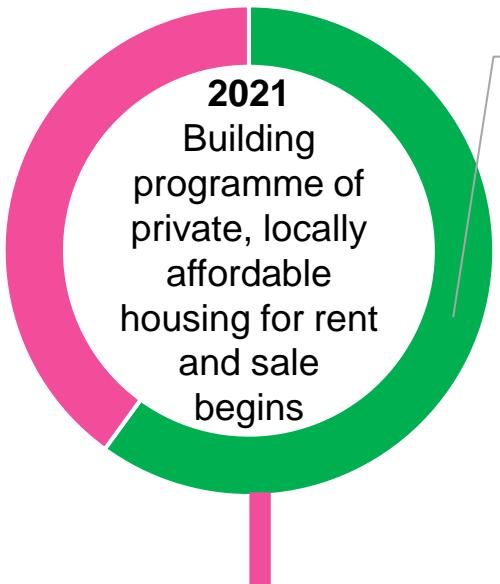
**3.65 per 1000/households**  
**285 households**  
Q1 2020/21  
vs. 3.69 / 288 at Q4 2019/20

**Number of new build affordable housing units delivered in the borough by the council and Registered Housing Providers**

**On hold due to COVID-19**  
during Q1 2020/21

**Housing Delivery Test result**

**52%**  
2018/19  
vs. 49% in 2017/18





## Outcome 4 - We are all effective at protecting and improving the quality of life for the most vulnerable in our community (cont. over page)

Proportion of concluded section 42 enquiries (safeguarding investigations) with a risk identified and an outcome of either Risk Reduced or Risk Removed

**87.7%**

Q1 2020/21 mean  
vs. 91.17 Q4 2019/20

Proportion of those that received short-term service during the year where sequel was either no ongoing support or support of a lower level

**55%**

at June 2020  
vs. 57.4% June 2019

Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement / rehabilitation services

**79.7%**

Q1 2020/21  
vs. 73.5% Q4 2019/20

Proportion of adults with learning disabilities who live in their own home or with their family

**87.1%**

Q1 2020/21 mean  
vs. 87.1% Q4 2019/20

Proportion of adults in contact with secondary mental health services who live independently with or without support

**59.5%**

Q1 2020/21 mean  
vs. 69.73% Q4 2019/20

Proportion of clients whose Initial Contact start date to completed date is less than or equal to 2 working days

**94.8%**

Q1 2020/21 mean  
vs. 89.3% Q4 2019/20

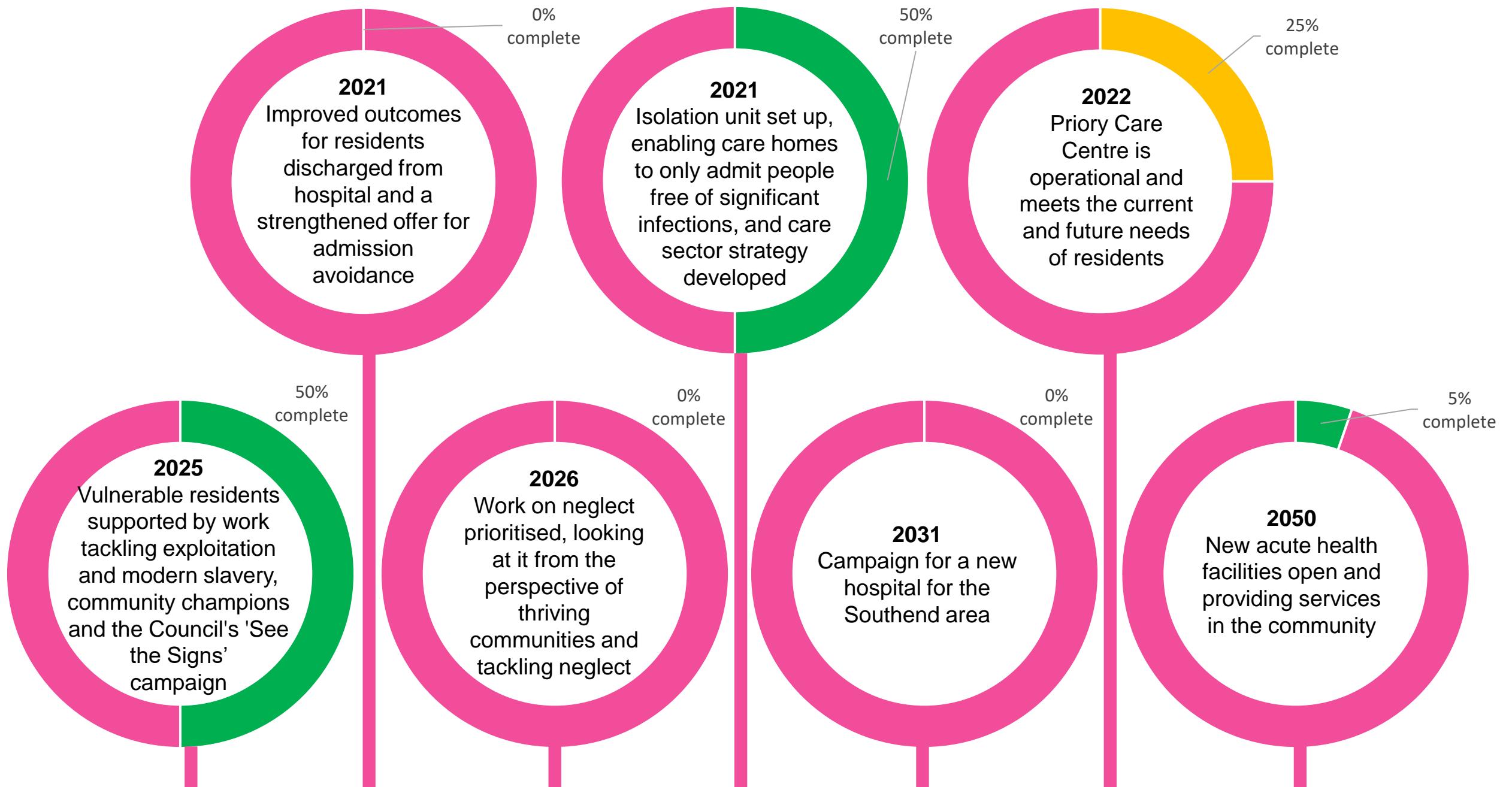
Rate of permanent admissions into residential / nursing care, per 100,000 population (65+)

**126.3**

at June 2020  
vs. 171 at June 2019

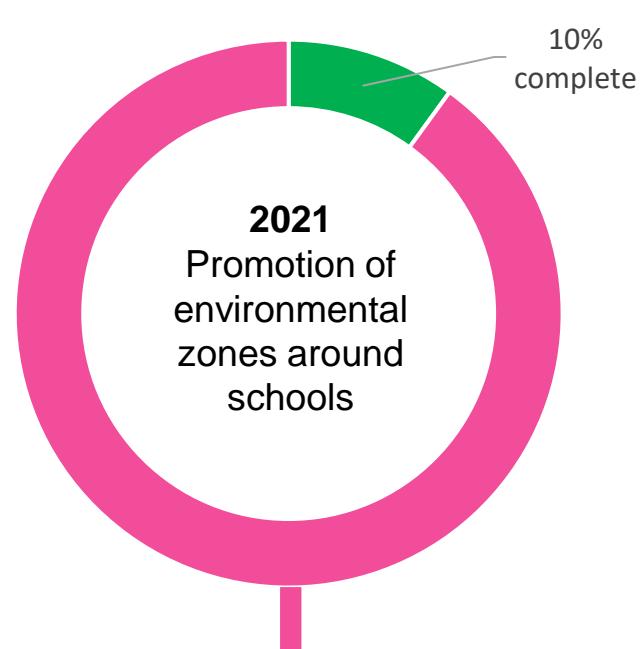
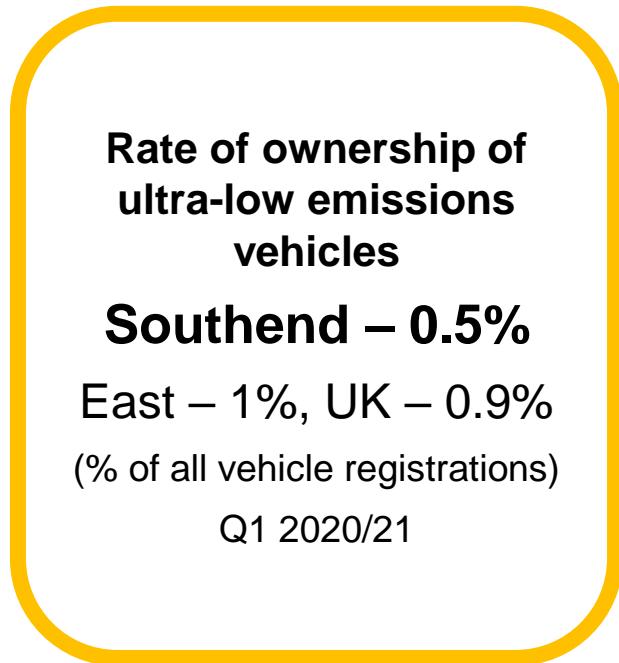


# (cont.) Outcome 4 - We are all effective at protecting and improving the quality of life for the most vulnerable in our community.





## Outcome 5 - We act as a Green City with examples of energy efficient and carbon neutral buildings, streets, transport and recycling.

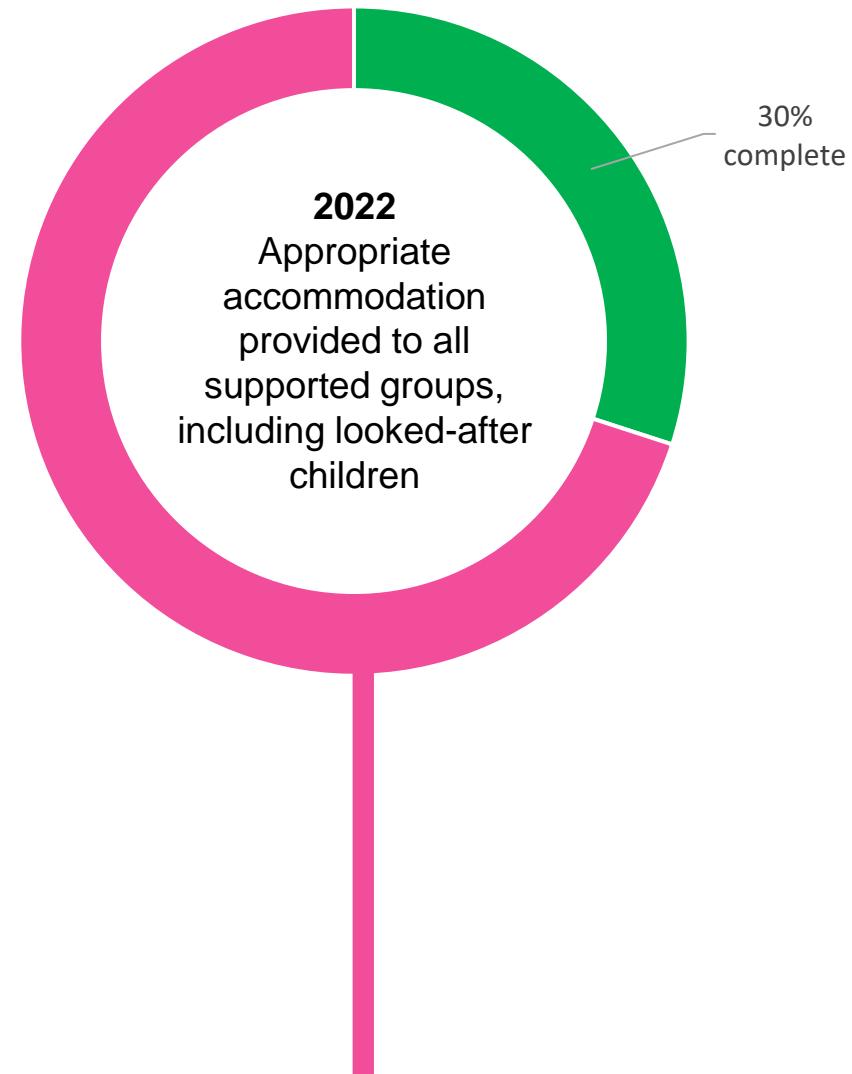




## Outcome 6 - Residents feel safe and secure in their homes.

**No specific Outcome Success Measures identified for this outcome.**

- Outcome success measures used for Safe & Well outcomes 1 – 5 describe progress and success with this outcome.





## Active & Involved Quarter 1 2020/21 Summary

By 2050 we have a thriving, active and involved community that feel invested in our city.

Organisations from the voluntary sector have provided a huge amount of support to the Council and our community during lockdown. They have shared resources to enable Southend Coronavirus Action, assisted our community in accessing funds and supported delivery of the Good Neighbours project. Southend Association of Voluntary Services (SAVS) is leading on the community engagement and communications element of the NHS Test and Trace service.

Additional funding has been provided to the Southend Emergency Fund by the Council and National Lottery to support community sector organisations helping residents through lockdown. Information about specific community initiatives is available on the platform 'Your say Southend', which had its soft launch in June 2020.

Council and community sector leaders have come together to discuss key issues such as Black Lives Matter and how to adapt engagement and consultation under Coronavirus restrictions. Discussions have taken place with Chinese community representatives about social action and community cohesion.

Faith-based groups have also supported the COVID-19 response. The Salvation Army has supported families with children who have been affected by lockdown and local faith leaders have created the Good Grief project for those bereaved.

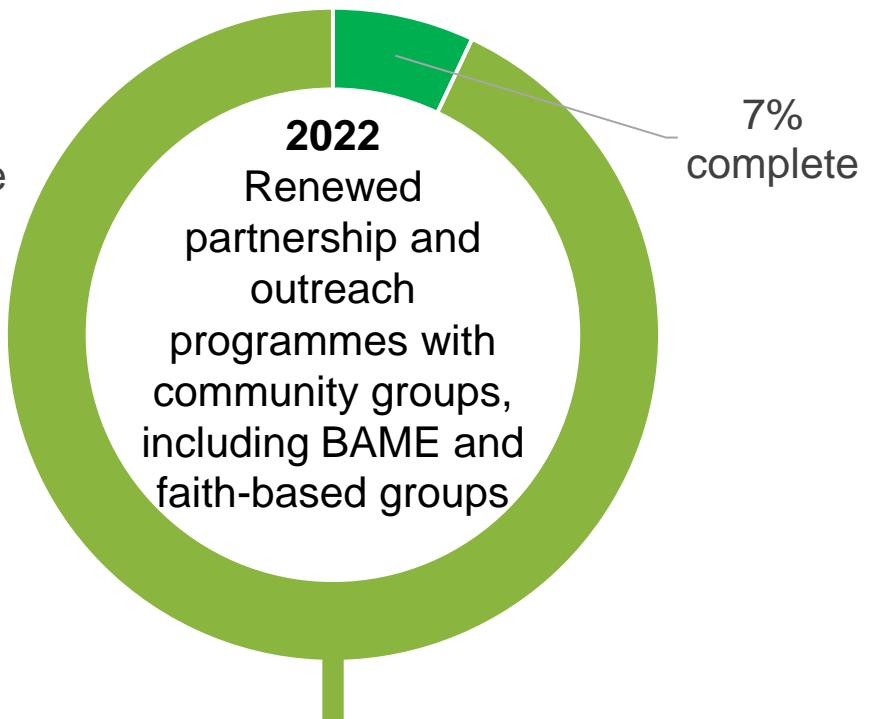
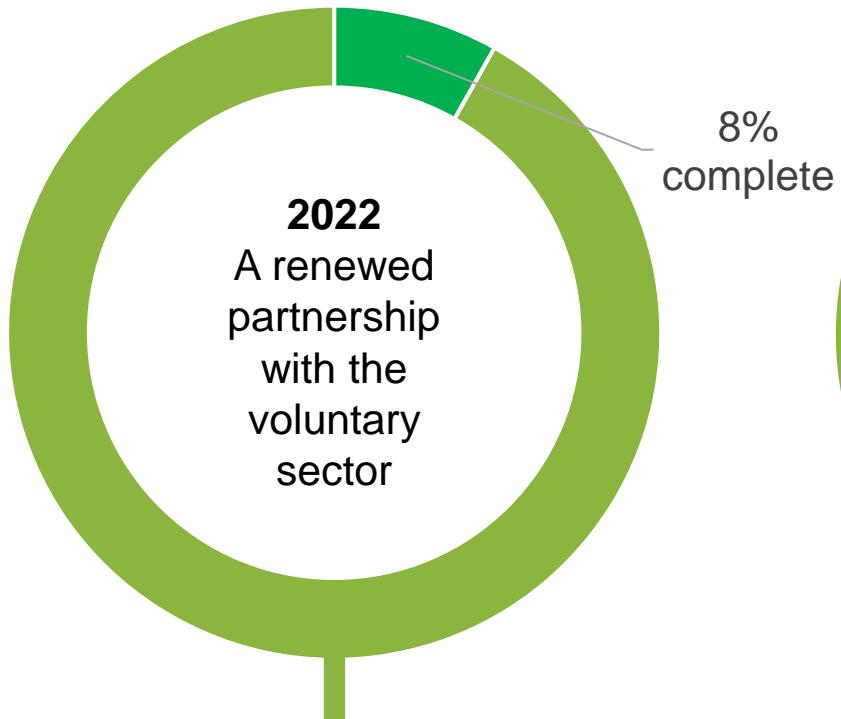
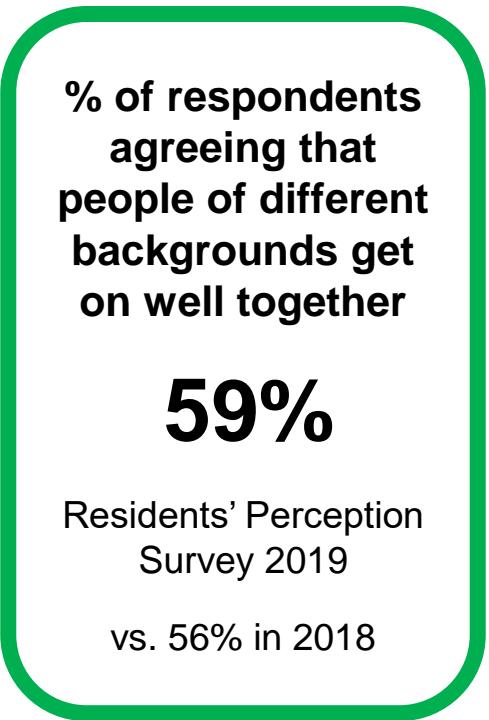
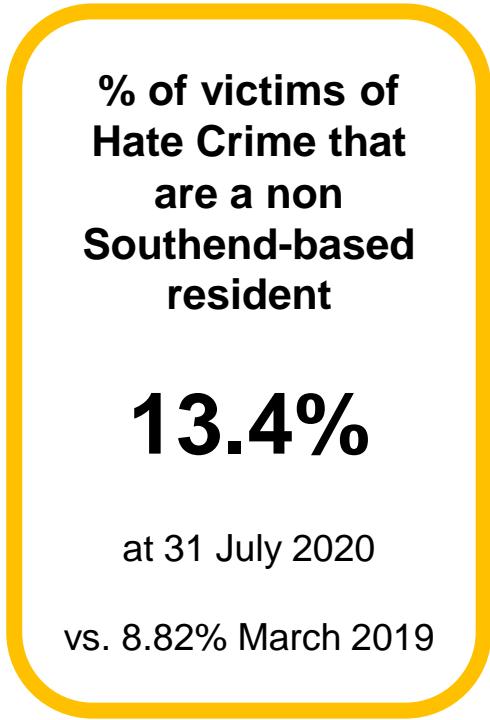
A lot of plans have had to be put on hold because of COVID-19. This includes physical activity interventions. The Council has worked closely with Public Health England and Everyone Health to promote physical activity opportunities with health professionals. A range of Active Southend projects have been delivered and the establishment of a closer working relationship with Active Essex has led to the funding of physical activity projects. The Council continues to run campaigns to promote physical activity opportunities.

Arrangements to reopen the leisure centres in Southend-on-Sea have been actioned in partnership with Fusion Lifestyle. Southend Leisure and Tennis Centre will reopen on 1 September for health and fitness and 4 September for swimming. The Council will continue to pursue an assets-based approach to increasing health and physical activity, for example, using sheltered housing and the Job Centre Plus to deliver interventions.

Monitoring of new residential developments completed in 2019 and 2020, which is taking place in August and September 2020, will include reporting on provision of public and private amenity space. Open space surveys are also being undertaken to identify for improvements the residential areas with the poorest access to open space. Mapping of the borough's cycle network is also underway.

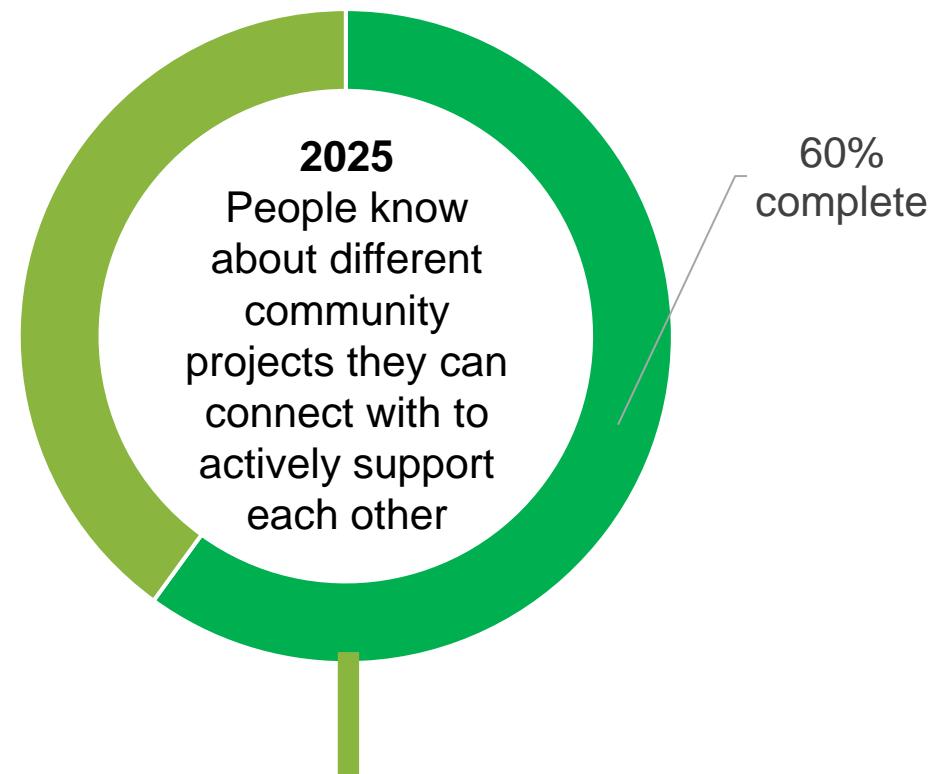
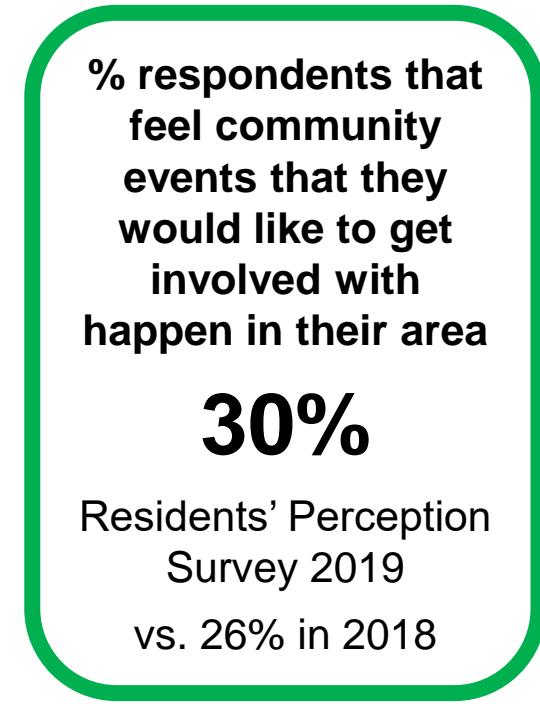
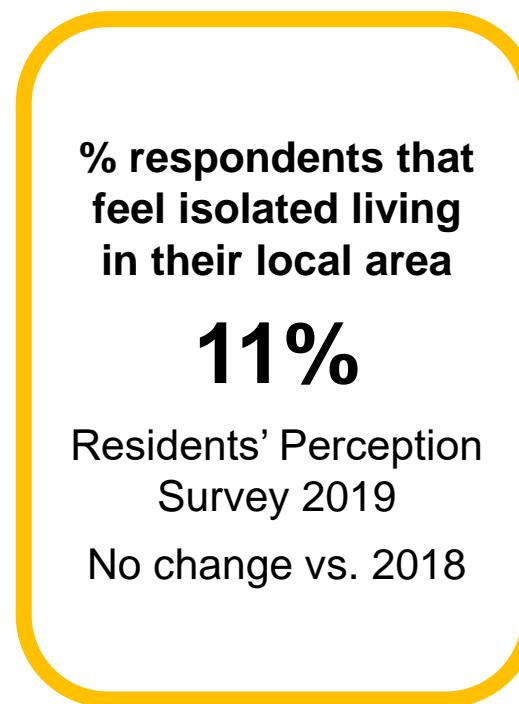
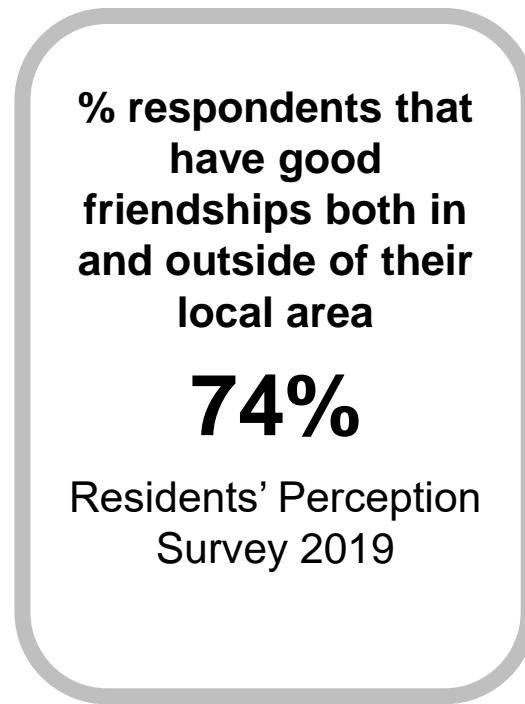


# Outcome 1 - Even more Southenders agree that people from different backgrounds are valued and get on well together.

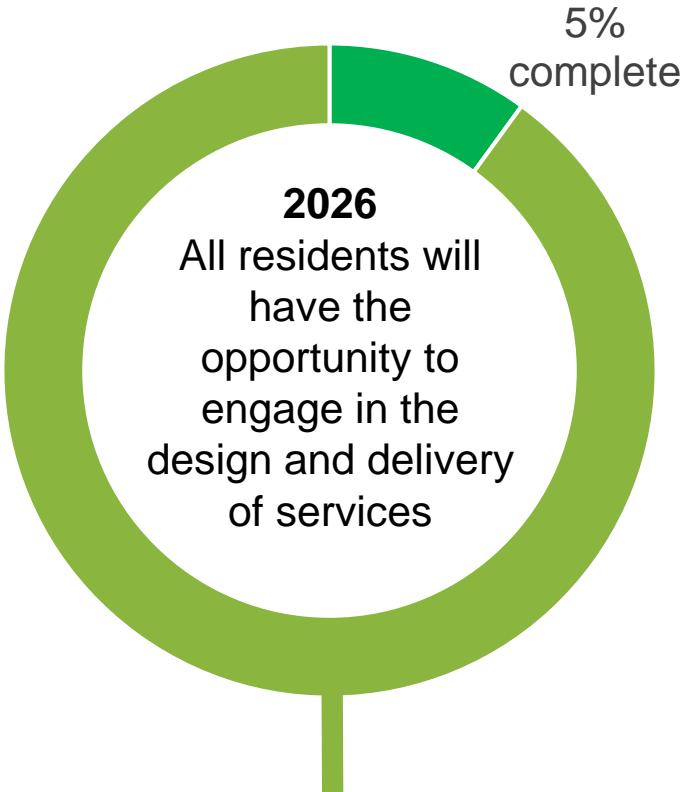
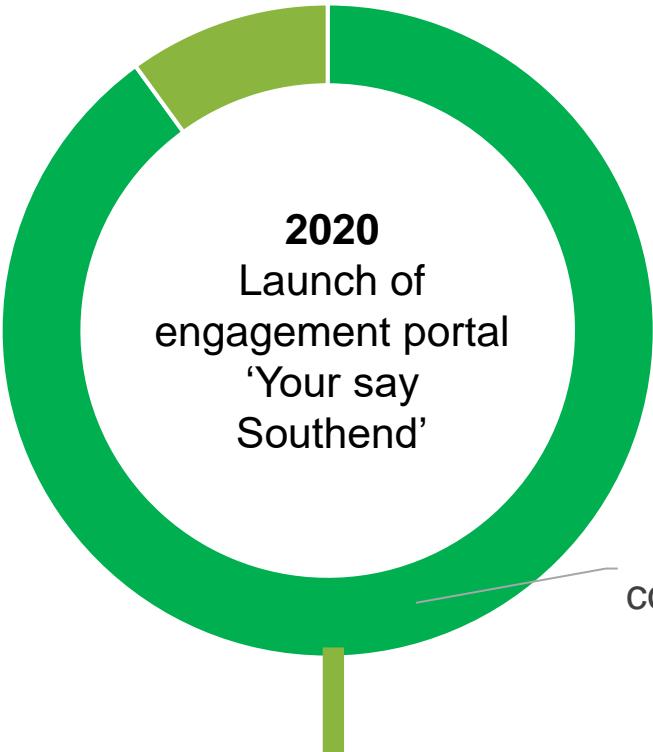




## Outcome 2 - Residents feel the benefits of social connection, in building and strengthening their local networks through common interests and volunteering.



# Outcome 3 - Residents are routinely involved in the design and delivery of services.

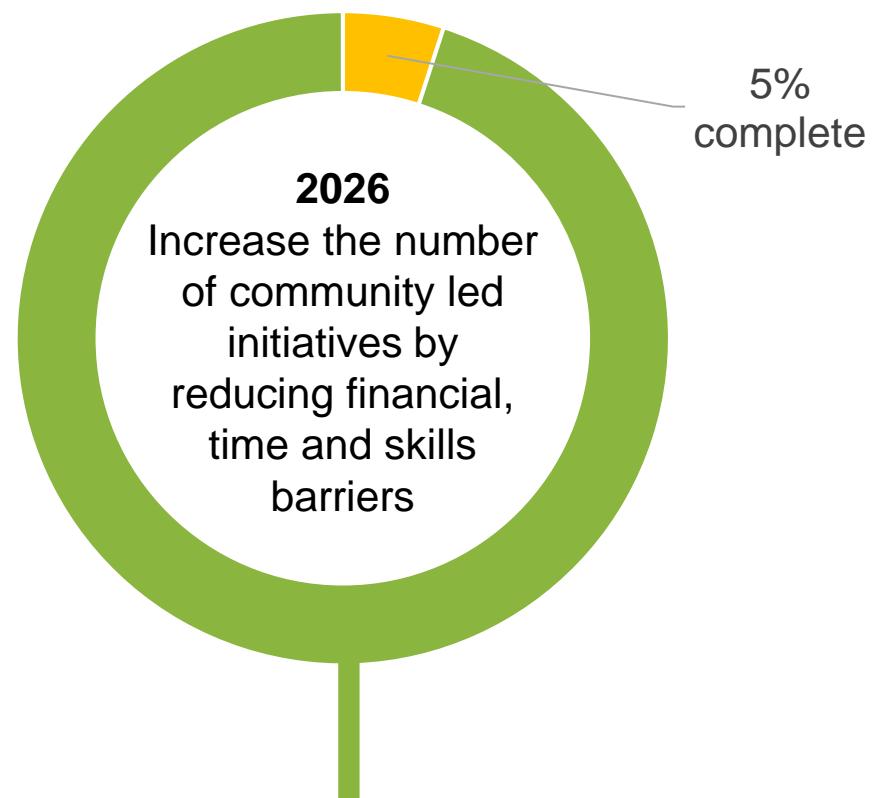




## Outcome 4 - A range of initiatives to help increase the capacity for communities to come together to enhance their neighbourhood and environment.

### Outcome Success Measures require further development

- Analysis of Your say Southend metrics on its central repository of support material for community groups, events, etc.
  - Analysis of volunteering data across the council





## Outcome 5 - More people have physically active lifestyles, including through the use of open spaces.

The following activities have been affected by the COVID-19 pandemic and therefore data for Q1 2020/21 is not available:

- Number of people attending the 36-week strength and balance programme
- Number of physically inactive adults completing a physical activity course
- Number of people completing the Back to Wellness programme
- Number of people completing 12 weeks of the exercise referral programme

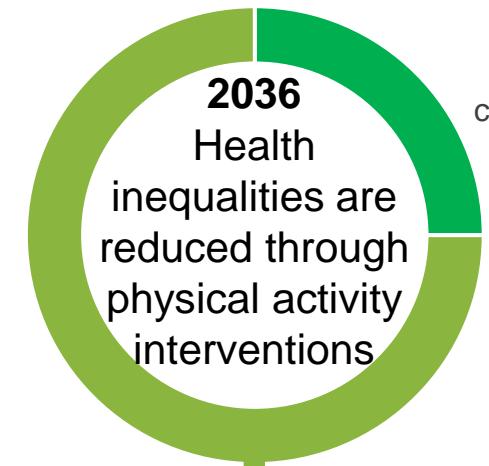
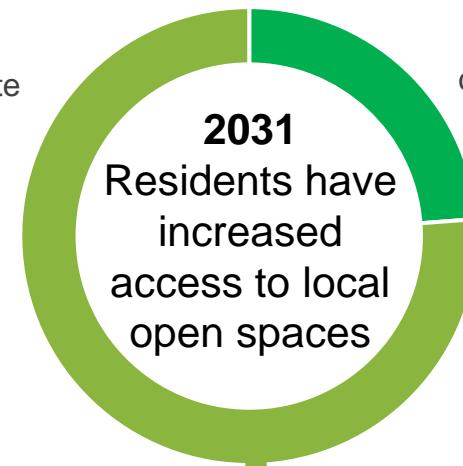
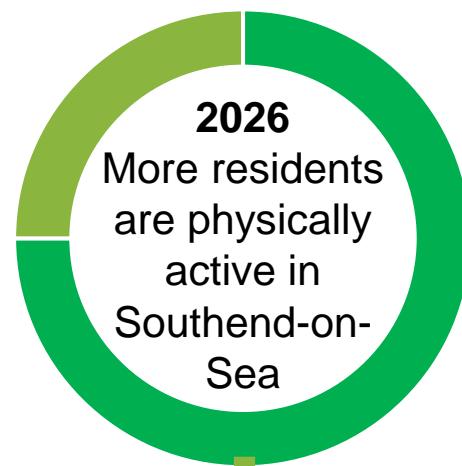
Number of schools signed up for the Daily Mile programme or equivalent

29

Q3 2019/20

Annual target: 28

2020/21 data will be reported in March 2021





## Opportunity & Prosperity Quarter 1 2020/21 Summary

By 2050 we have a thriving, active and involved community that feel invested in our city.

Throughout the COVID-19 response and recovery the safety of our residents and visitors has remained paramount. Much work has been done by the Council on this, so too on the enablement of footfall cameras to support projects and encourage new businesses to the town. Plans to expand the Focal Point Gallery and South Essex College have been put on hold.

TOMA (The Other MA) and The Old Waterworks have been awarded £15,000 by Creative Estuary - a partnership of public sector and cultural organisations from across Essex and Kent - to launch 'Precarious straits ~ survival on Southend's new coast, Southend-under-Sea'.

The first commercial build at Airport Business Park Southend has been handed over to plane seating firm Ipeco. Planning permission has been secured for the new innovation hub 'The Launchpad'. The build tender process is underway, with a view to start on site January 2021. A planning application has been received by Rochford District Council for the speculative small unit scheme.

The Seaway development planning application is subject to an appeal. The outcome of this is expected end of 2020.

The contract with Family Action to continue to run children's centres in the borough has been extended.

Despite OFSTED pausing the school inspection process, officers continue to monitor and support schools who are either due an inspection or deemed to be at risk.

Efforts to narrow the gap between disadvantaged pupils and their peers have been hindered by school closures. It will be addressed in collaboration with all schools in the new academic year. Work continues with the adult college to make provision for vulnerable students.

The next round of applications for the borough's grammar schools has been delayed. This is to allow pupils to return to school in September and re-engage with their learning. The Council continues to encourage Southend families to consider applying for a place if it is appropriate.

The Council has run four events this year to encourage young people to embark on apprenticeships and pursue locally available career pathways. The number of apprenticeships has reduced during the pandemic.

The Council remains committed to achieving financial independence and sustainability. The Council's new 'Getting to Know Your Business' programme, launched in 2020/21, is a key initiative to understand the status, challenges and opportunities for all services. It is being complemented by extensive support arrangements for all Council business leaders to make sure we continue to strive for better value for money and effectively target our resources to deliver the best outcomes for residents.

With regards to becoming a living wage employer, the Council has created a full contracts register. The Council will be assessing suppliers on paying the Real Living Wage. New contract applicants will be asked for this information at tender stage.



# Outcome 1 - The Local Plan is setting an exciting planning framework for the borough.

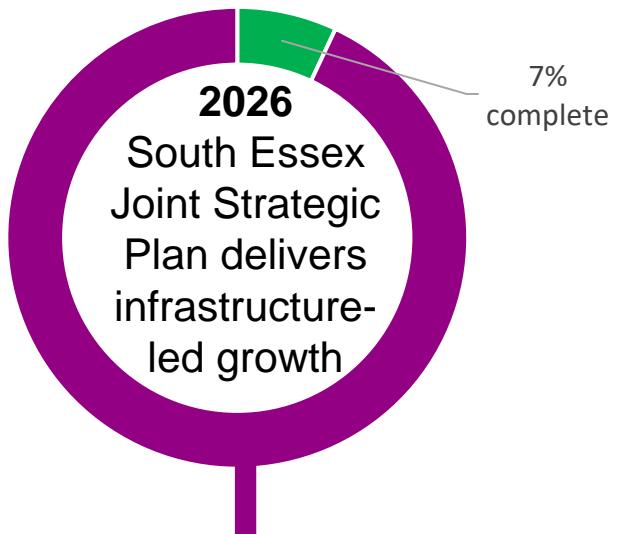
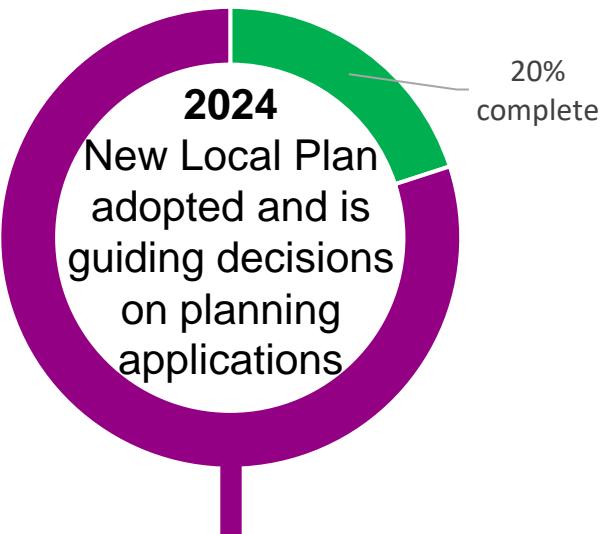
**Number of planning applications submitted**  
**462**  
Q1 2020/21  
vs. 558 Q1 2019/20

**Success of appeals**  
**80%**  
Q1 2020/21  
vs. 77% Q4 2019/20

**Analysis of the determination timescales of Major, Minor and Other planning applications**  
**Major – 100%**  
vs. 100% Q4 2019/20  
**Minor – 99.69%**  
vs. 98.63% Q4 2019/20  
**Other- 99.18%**  
vs. 99.55% Q4 2019/20  
Q1 2020/21

**Net dwellings provided by the Local Plan**  
Data available Sep 2020

**Net jobs provided by the Local Plan**  
Data available Sep 2020





## Outcome 2 - We have a fast-evolving re-imagined and thriving town centre, with an inviting mix of shops, homes, and culture and leisure opportunities.

High street occupancy (BID area only)

**82.1%**

Q1 2020/21  
vs. 83.3% Q4 2019/20

Number of people receiving Universal Credit

**19,273**

In work – 6,743  
Out of work – 12,528  
DWP, Jun 2020

Number of empty units in the High Street

Data unavailable due to COVID-19  
Q1 2020/21  
vs. 82 in Q4 2019/20

Number of business births (annual cumulative)

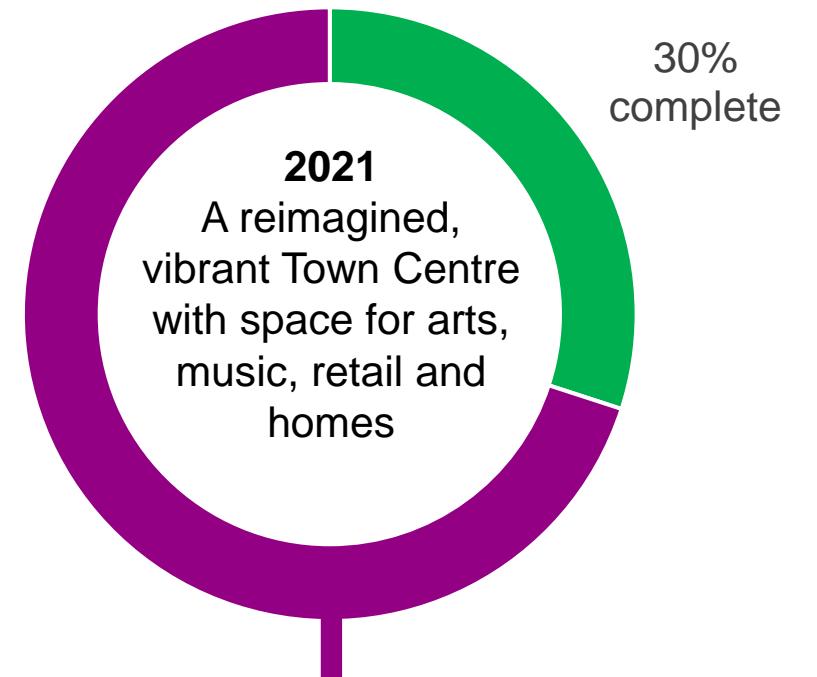
**995**

2018/19  
vs. 1035 in 2017/18

Number of business deaths (annual cumulative)

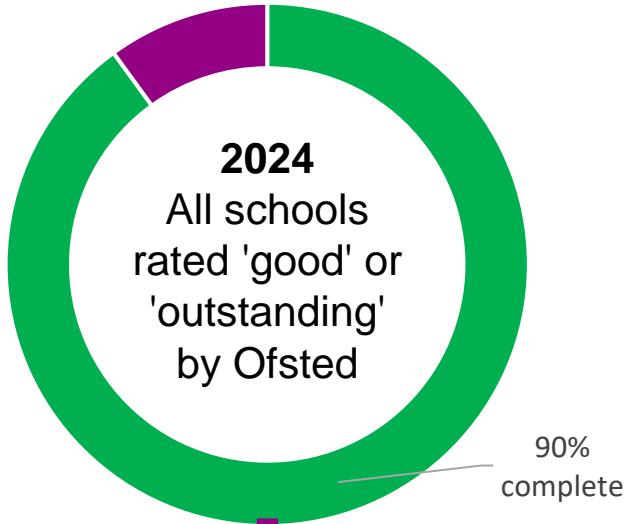
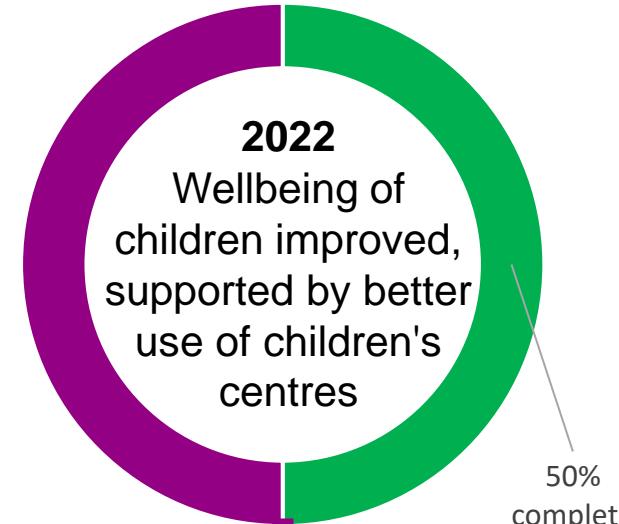
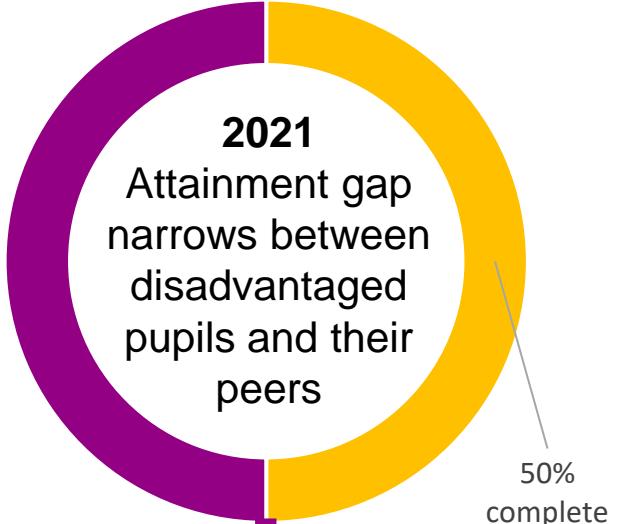
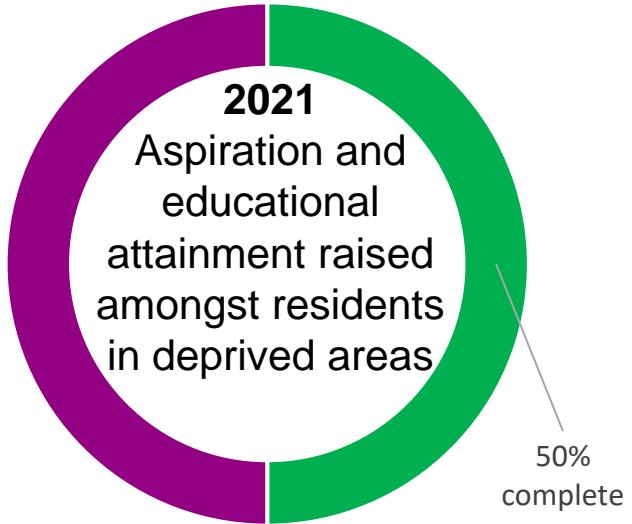
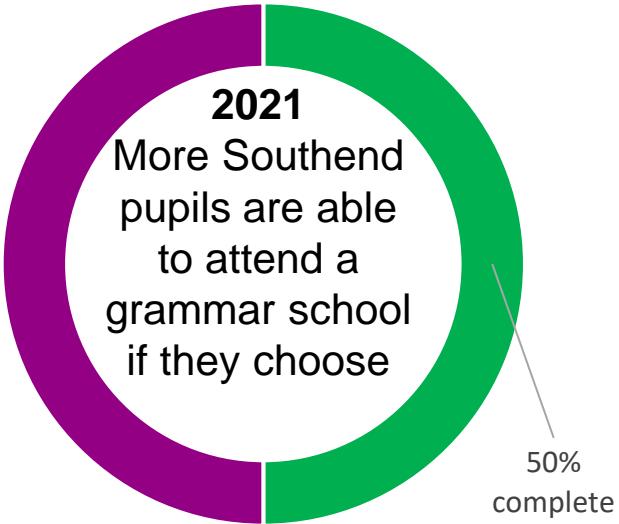
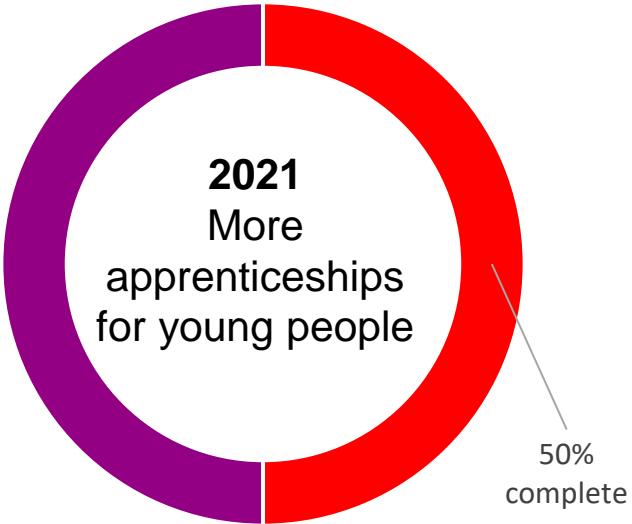
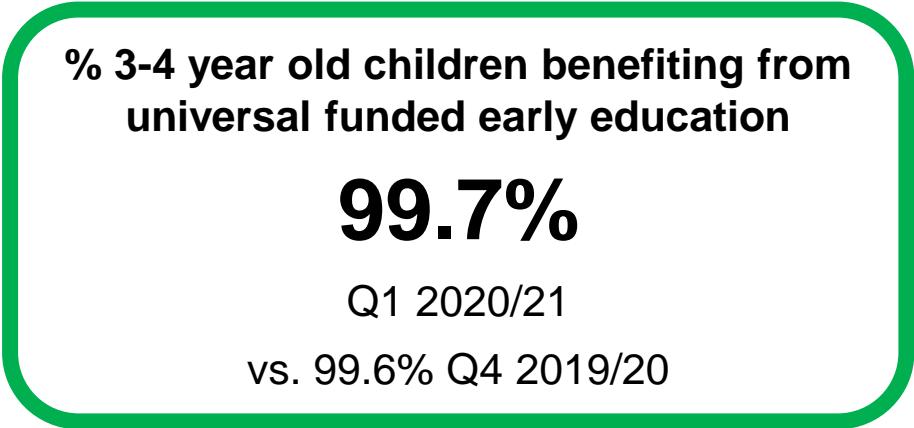
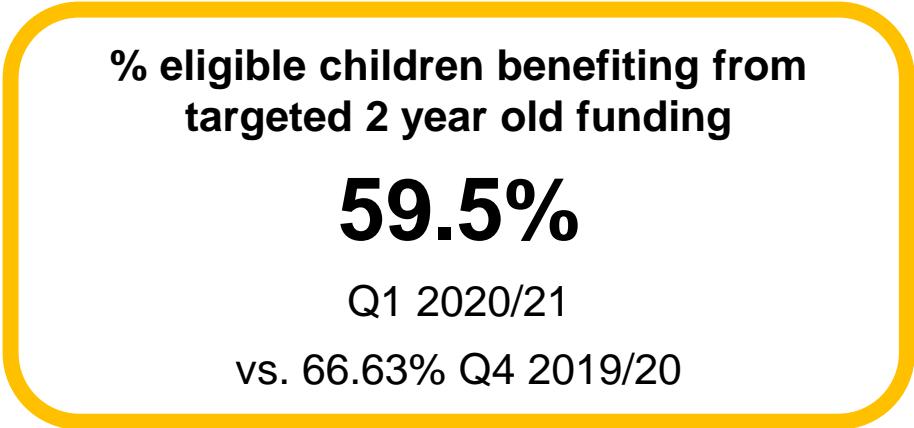
**1,010**

2018/19  
vs. 1,150 in 2017/18





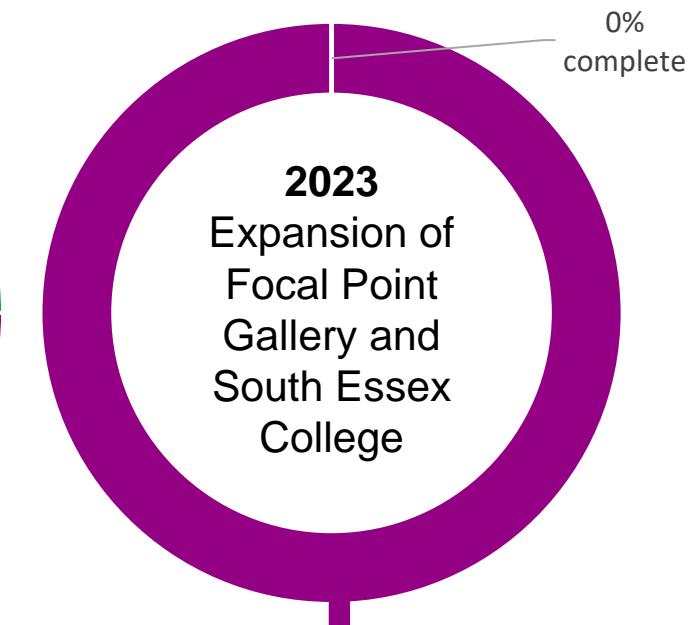
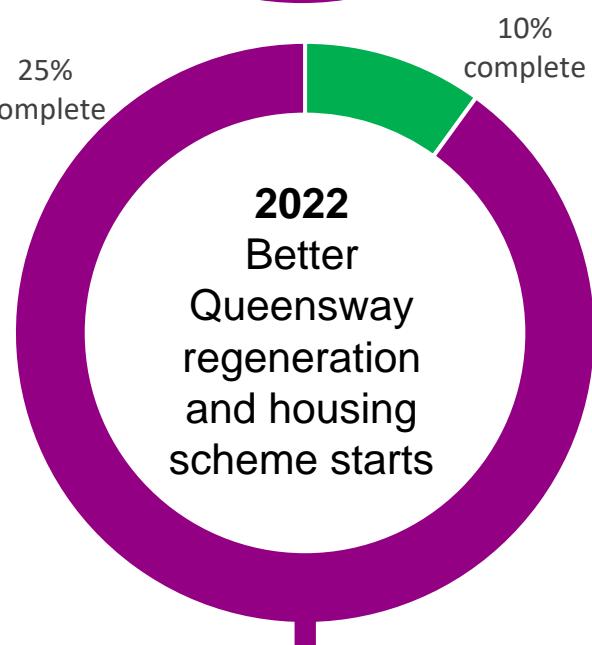
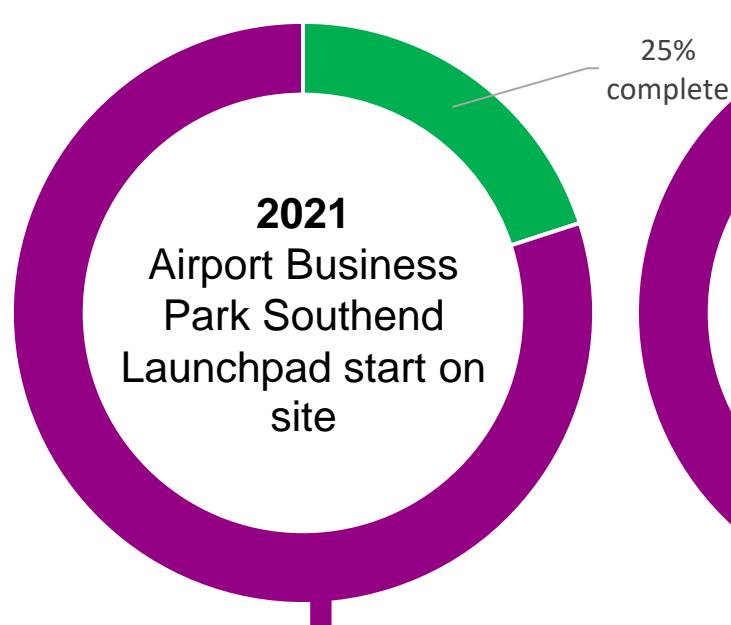
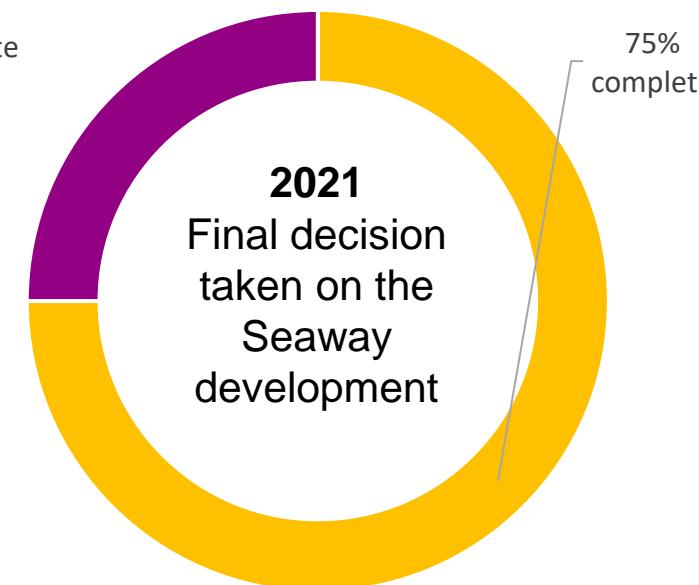
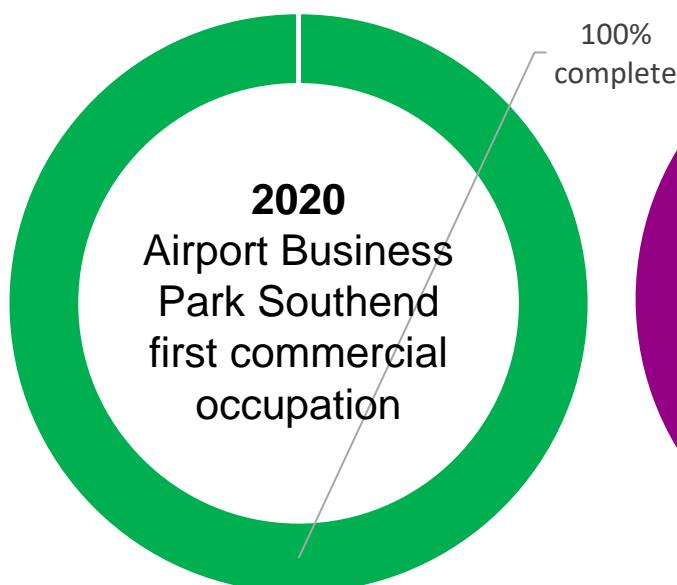
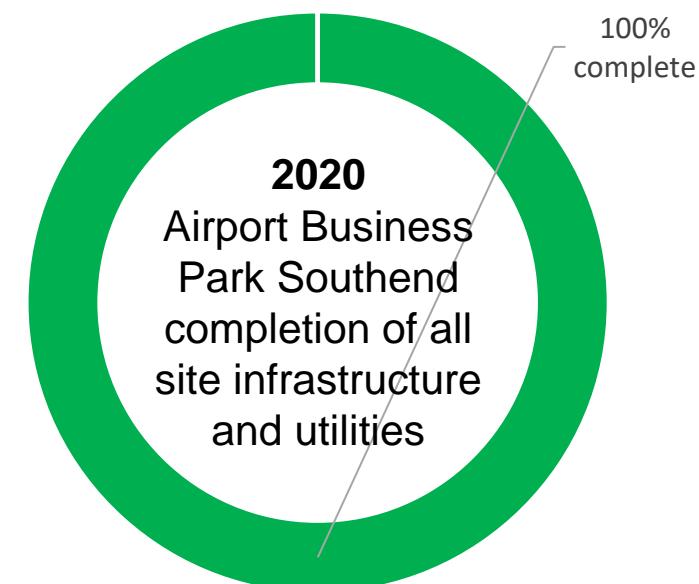
# Outcome 3 - Our children are school and life ready and young people are ready for further education, training or employment.





# Outcome 4 - Key regeneration schemes, such as Queensway, seafront developments and the Airport Business Park are underway and bringing prosperity and job opportunities to the borough.

Outcome Success Measures require further development





# Outcome 5 - Southend is a place that is renowned for its creative industries, where new businesses thrive and where established employers and others invest for the long term.

**Number of visitors to the Focal Point gallery**  
**Venue was closed due to COVID-19**  
Q1 2020/21 (Apr, May, Jun)

**Number of visitors to the Beecroft art gallery**  
**Venue was closed due to COVID-19**  
Q1 2020/21 (Apr, May, Jun)

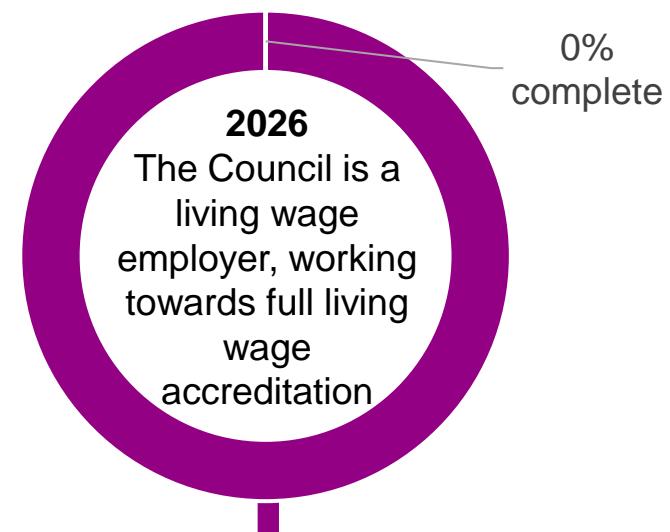
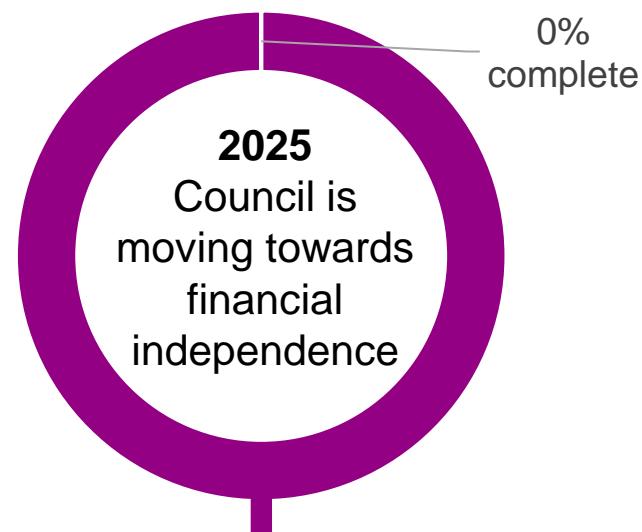
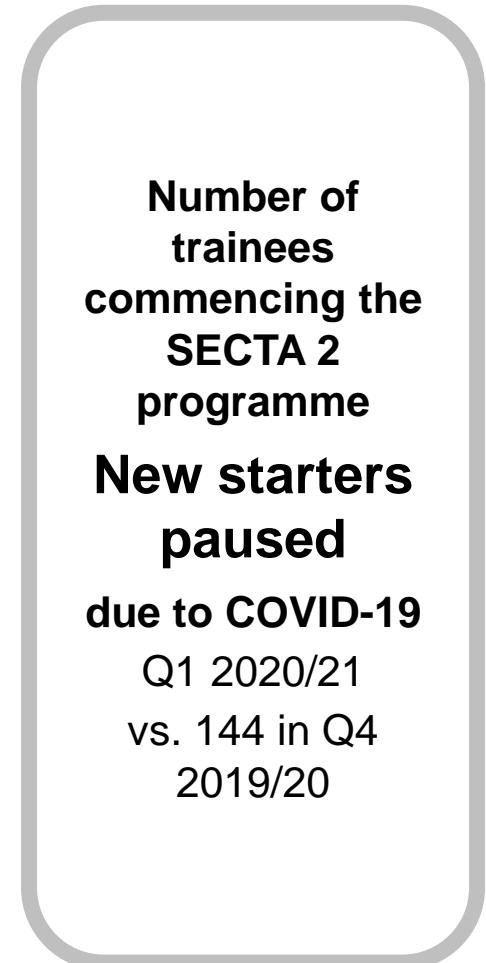
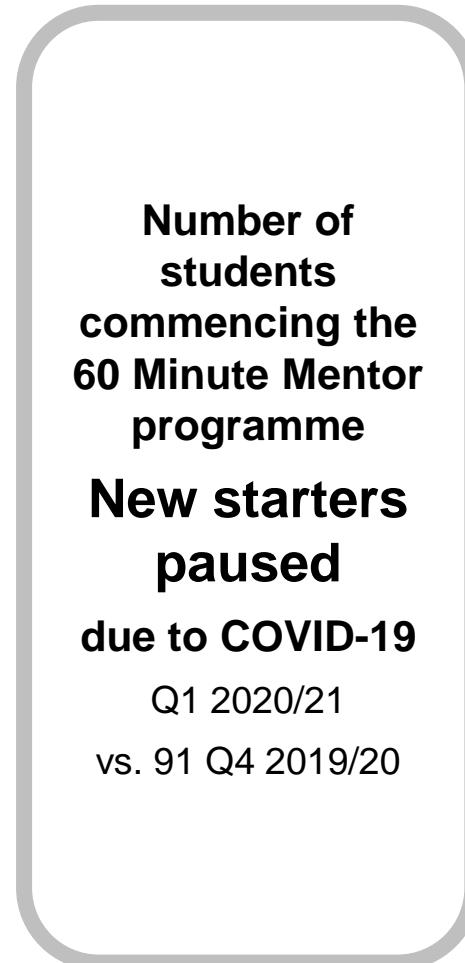
**Number of business births (annual cumulative)**  
**995**  
2018/19  
vs. 1035 in 2017/18

**Number of business deaths (annual cumulative)**  
**1,010**  
2018/19  
vs. 1,150 in 2017/18





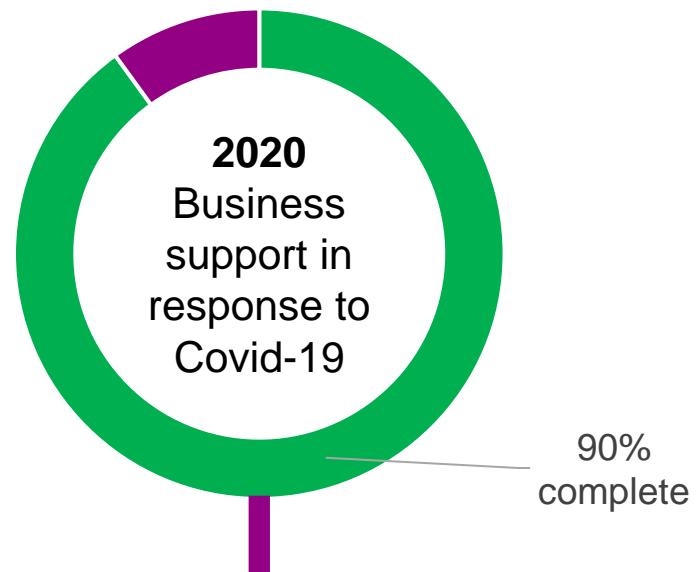
## Outcome 6 - Southend provides fulfilling careers for our citizens, and enough job roles to match the needs of the population.





**Outcome 7 - Southend businesses feel supported to respond to economic shock; adapt to evolving global markets; and have the tools to preserve their businesses by responding effectively and positively to change.**

**Outcome Success Measures require further development**





## Connected & Smart Quarter 1 2020/21 Summary

By 2050 people can easily get in, out and around our borough and we have a world class digital infrastructure.

The Southend Travel Centre has been risk assessed by the Council in relation to COVID-19 and mitigation measures put in place so it can still be in operation. Following the continuation of preliminary works during Q1, work on The Bell junction will start on 1 September. Pre-contract works (e.g. amending the traffic lights ahead of the official start) are currently under way.

Active travel initiative ForwardMotion continues to work with individuals and organisations across south Essex to encourage people to change their travel habits. Funding for walking and cycling infrastructure improvements is available through the Department for Transport's emergency active travel fund allocation. The Council is currently looking at options for active travel enhancements within the borough.

An annual programme for improving roads and pavements has been developed and approved for 2020/21. There has also been an agreement in principle for a borough-wide permit to support short stay parking, with an expected delivery for April 2021.

Engagement around the vision for the Interim Transport Strategy for Southend-on-Sea is being carried out on the Your say Southend platform. The interim strategy will guide local transport decision making.

COVID-19 has delayed the new Priory House care centre build. The new operational opening will now be June 2021. Regular conversations are taking place with key partners, including the NHS and Southend Care, to ensure an integrated approach.

Initial planning has been completed for the Smart City technology foundation, with detailed timelines for the first twelve months now set out. The Council has also been engaging with Worklife with a view to developing materials to increase digital literacy in Southend-on-Sea.

The Council has completed planning for the provision of more remote working tools for Council employees. Procurement of new laptops to replace Windows 7 devices is in progress. Initial planning to map out the collaborative technology tools required for Council employees to be able to share information has been completed. Research is also being carried out on the Internet of Things and the opportunities it will offer in terms of being able to share information and generate new revenue streams for the Council and entrepreneurs.

The Council is planning to carry out upgrades to key systems, which will enable the roll out of more Council services online to residents.



# Outcome 1 - Working with the public transport providers to enhance and encourage the use of the existing provision moving towards a long term aspiration to open new routes enabling a wider accessibility to public transport options.

**% people with a disability who found it easy to get around the borough**

**63%**

NHT Survey 2018/19  
vs. 67% 2017/18

**% people without a car who found it easy to get around the borough**

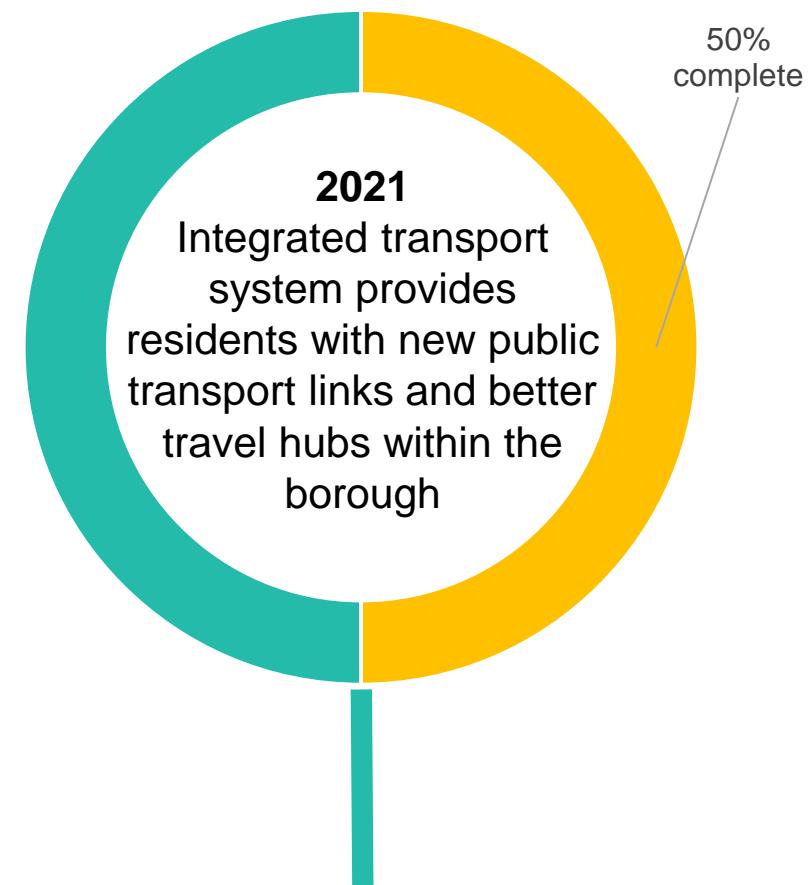
**72%**

NHT Survey 2018/19  
vs. 72% 2017/18

**% people who found it easy to get around the borough**

**75%**

NHT Survey 2018/19  
vs. 78% 2017/18

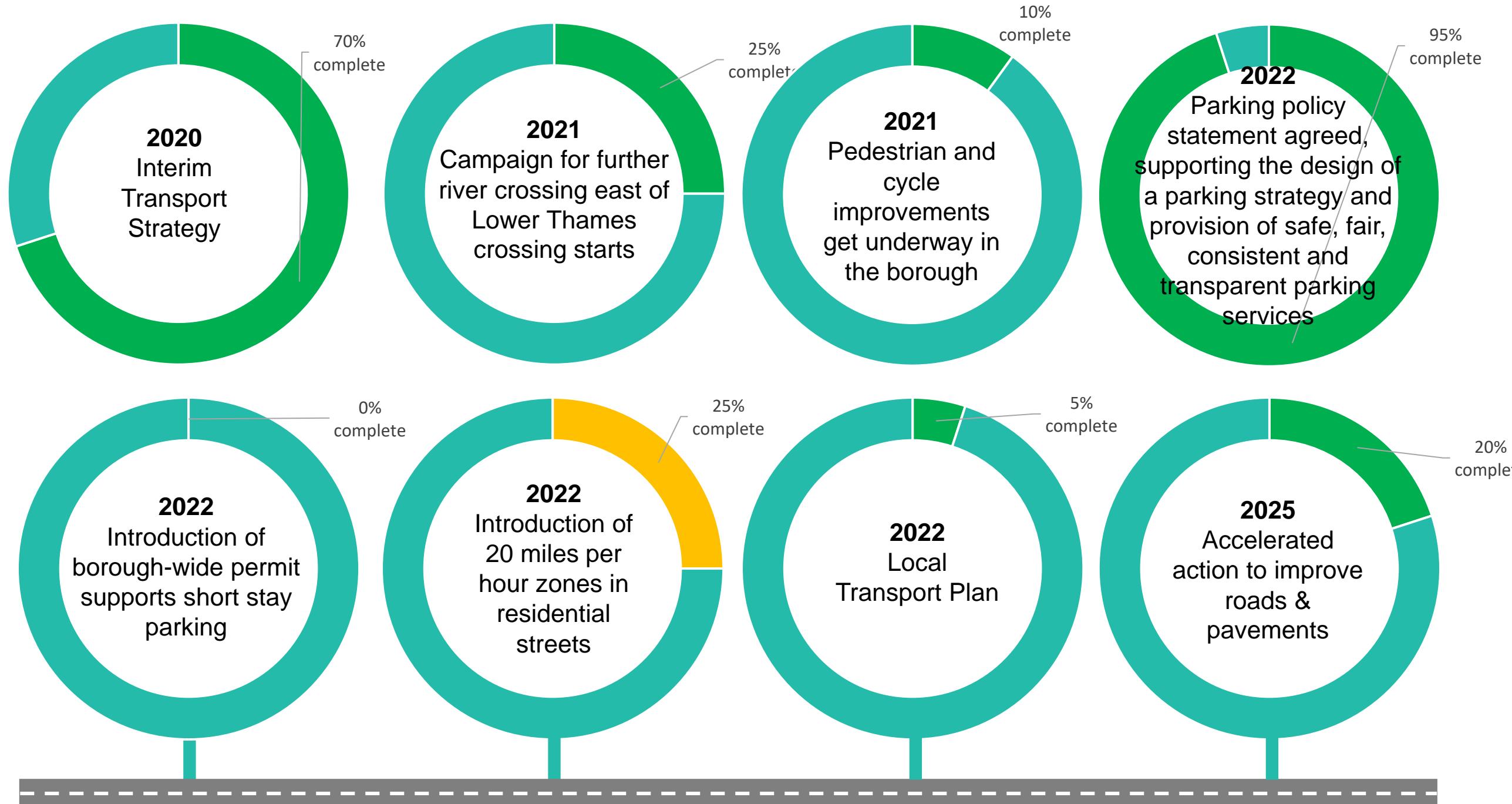




## Outcome 2 - People have a wide range of transport options

### Outcome Success Measures requiring further development:

- Percentage of people who have applied for and taken up the travel parking permit
- Number of electric vehicle charging points
- Number of secure bike stands and number of people using bike hire scheme
- Uptake of active travel - number of people cycling and walking
- Analysis of modes of transport used

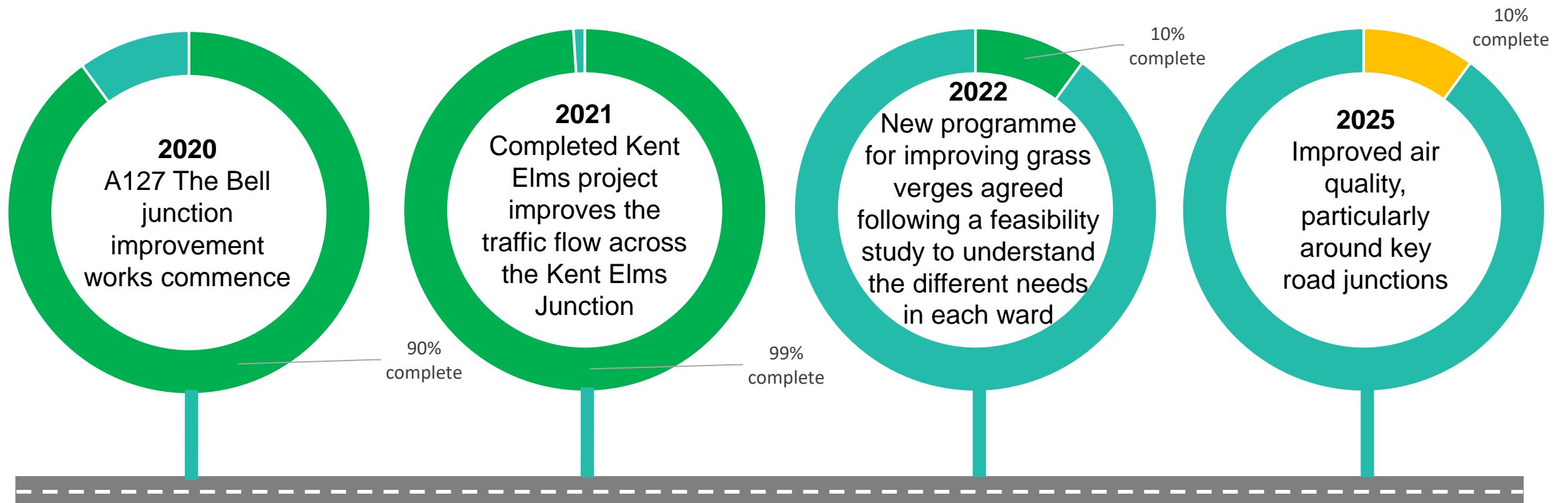




## Outcome 3 - We are leading the way in making public and private travel smart, clean and green

### Outcome Success Measures require further development:

- Number and locations of air quality monitors
- Volume of borough-wide short stay parking permits
- Traffic counts across the borough as fed into multi-modal transport model





## Outcome 4 - Southend is a leading digital city with world class infrastructure that reflects equity of digital provision for the young, vulnerable and disadvantaged

Number of registered MySouthend users

**63,227**

At Jul 2020

% of respondents who have used MySouthend

**75%**

Residents' Perception Survey 2019

vs. 37% in 2018

Number and % of MySouthend service request forms completed independently

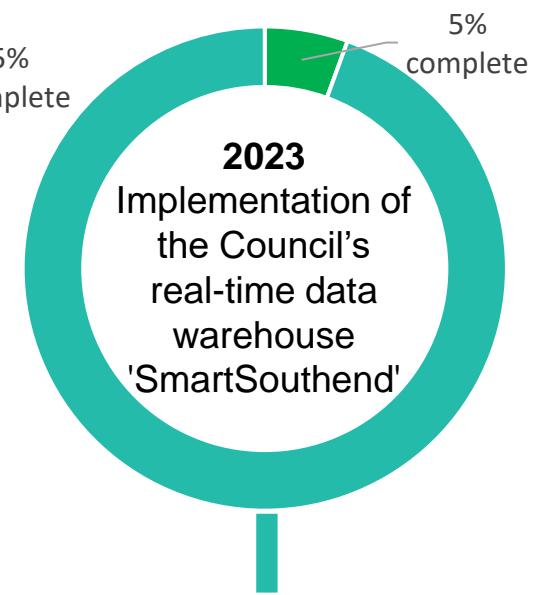
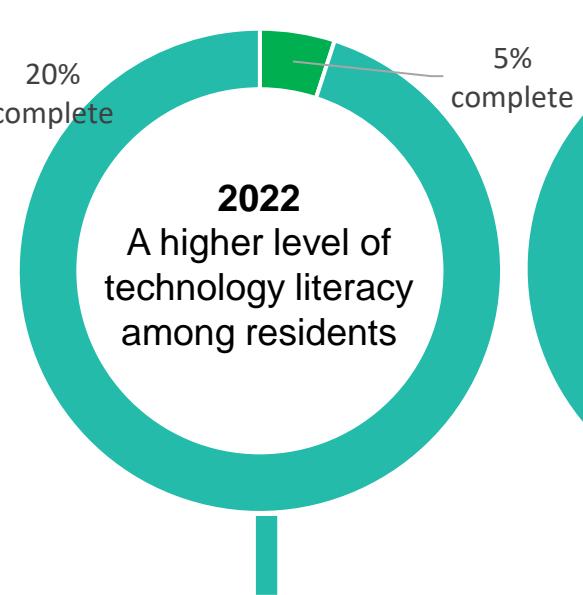
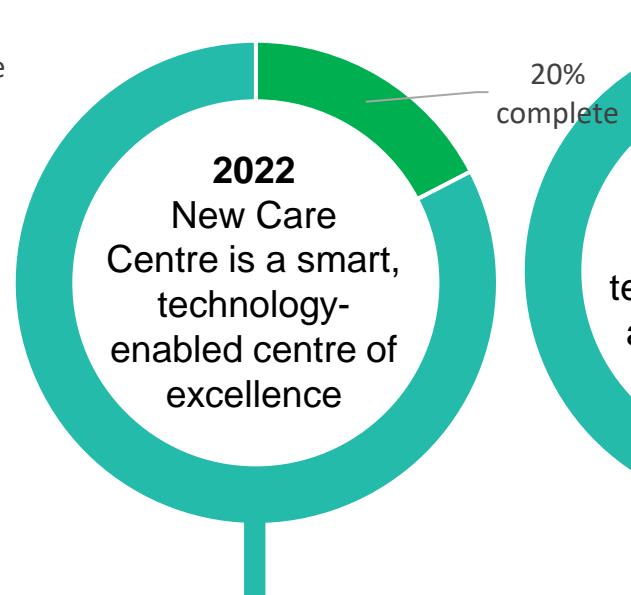
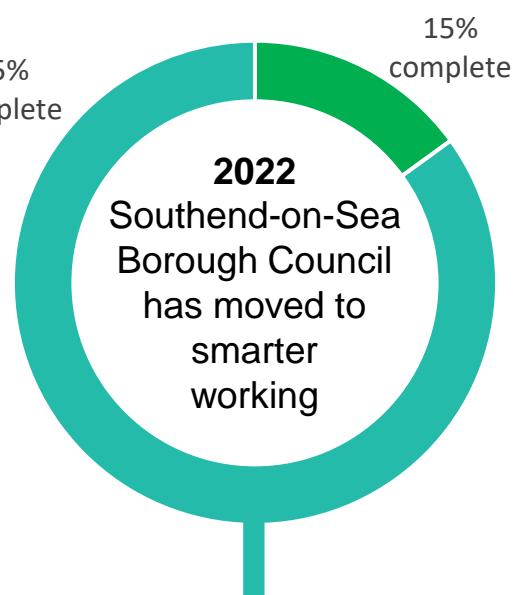
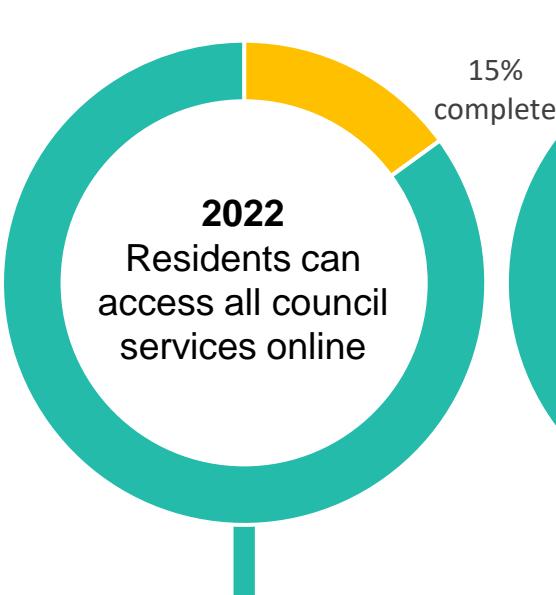
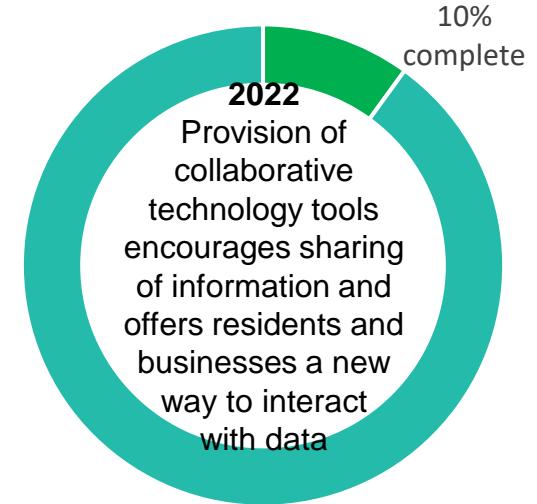
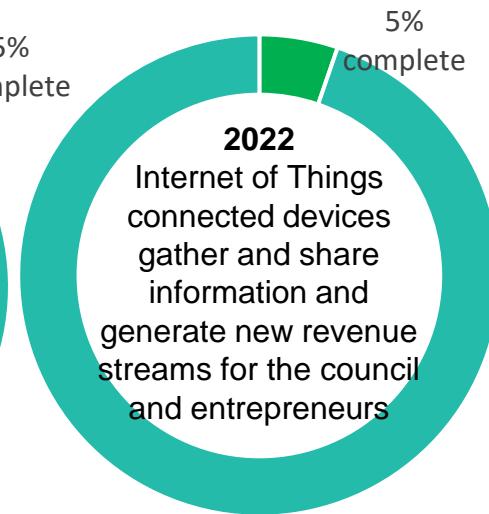
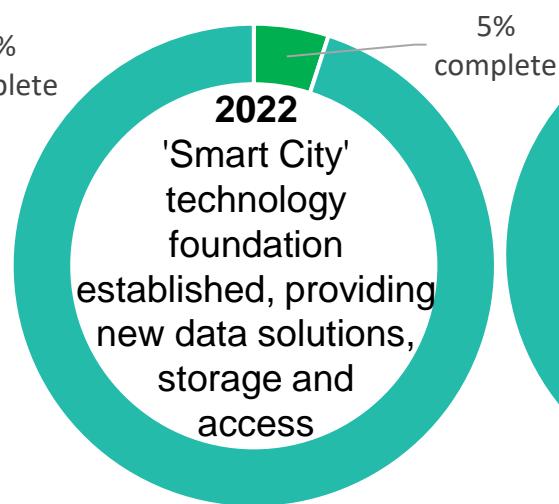
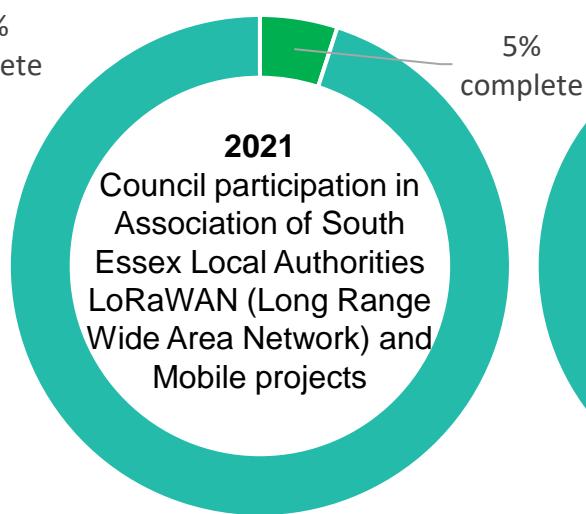
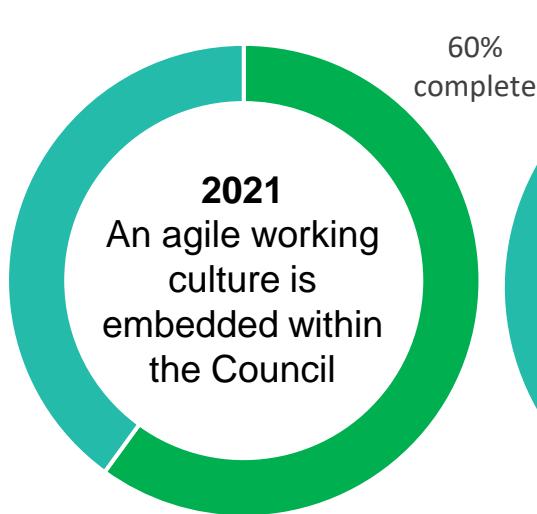
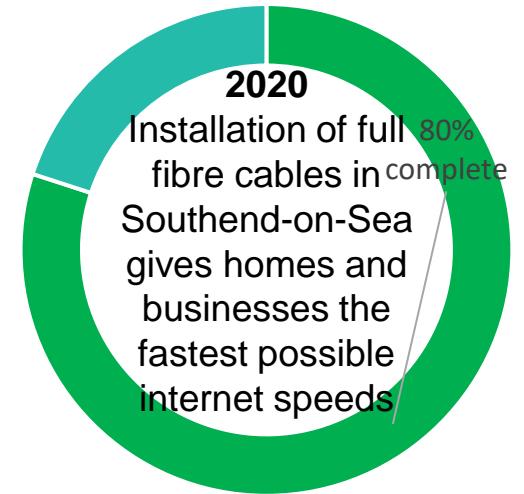
**25,212 or 89.1%**

Q1 2020/21

Vs. 19,026 / 77.4% at Q4 2019/20



**Outcome 4 - Southend is a leading digital city with world class infrastructure that reflects equity of digital provision for the young, vulnerable and disadvantaged.**



# Index of Measures

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Pride & Joy .....	1
Safe & Well.....	3
Active & Involved .....	6
Opportunity & Prosperity.....	8
Connected & Smart .....	10

Pride & Joy	Frequency	Availability
<b>Outcome 1 - There is a tangible sense of pride in the place and local people are actively, and knowledgeably, talking up Southend.</b>		
1. Analysis of compliments received	Quarterly	Requires further development
2. Volunteering hours delivered within Culture, Tourism and Property, including Pier and Foreshore and events	Quarterly	Available
3. Analysis of key communications campaigns on social media	Quarterly	Available
4. % of respondents satisfied with the local area as a place to live	Annual	Available
<b>Outcome 2 - The variety and quality of our outstanding cultural and leisure offer has increased, and we have become the region's first choice coastal tourism destination.</b>		
5. Analysis of TripAdvisor ratings, rankings and awards	Quarterly	Requires further development
6. Analysis of website metrics from the Visit Southend channels and the council's website	Quarterly	Requires further development

7. Analysis of data from targeted surveys of business leaders in the town	Annual	Requires further development
8. Number of Green Flag awards held by our parks and green spaces, along with analysis of resident voice data	Annual	Green Flags – Available Resident voice data - Requires further development
9. Number of visitors to our galleries, museum and other cultural assets	Quarterly	Requires further development
<b>Outcome 3 - We have invested in protecting and nurturing our coastline, which continues to be our much loved and best used asset.</b>		
10. Number of Blue Flag awards held	Annual	Available
11. Number of volunteer-led Community Beach Cleans	Quarterly	Available
<b>Outcome 4 - Our streets and public spaces are resilient, valued and support the mental and physical wellbeing of residents and visitors.</b>		
12. Analysis of street cleansing and fly tip tonnage collected	Quarterly	Requires further development
13. % acceptable standard of cleanliness: litter	Quarterly	Available
14. % acceptable standard of cleanliness: detritus	Quarterly	Available
15. Fly-tipping incidents and engagement activities undertaken	Quarterly	Requires further development
16. Analysis of data from the Veolia Satisfaction and Residents' Perception Surveys	Annual	Requires further development
17. Analysis of volunteering activity delivered within our parks, beaches, open spaces and streets	Quarterly	Requires further development
18. Access and proximity to open spaces in line with Natural England guidance	Annual	Requires further development
19. Analysis of event applications	Quarterly	Requires further development

20.% serious defects made safe within response times (quarterly mean), roads and pavements	Quarterly	Available
21.% repairs completed within timescale (quarterly mean), roads and pavements	Quarterly	Available

Safe & Well	Frequency	Availability
<b>Outcome 1 - People in all parts of the borough feel safe and secure at all times.</b>		
Analysis of Community Safety Unit and Essex Police data on:		
1. Begging / vagrancy engagements      6. Domestic abuse 2. Street drinking engagements        7. Violence against the person offences 3. Anti-social behaviour engagements   8. Violent crime 4. CCTV reports leading to arrest      9. Beach Welfare Officer activity 5. Targeted patrols                            10. Perceptions of crime and safety	Various	Available
11. Reoffending rate 12. Safety on public transport 13. Solved cases	Various	Requires further development
<b>Outcome 2 - Southenders are remaining well enough to enjoy fulfilling lives, throughout their lives.</b>		
14. Number of people with life-limiting conditions that impact on their daily activities	Annual	Requires further development
15. Analysis of length of time spent in significant social care services	Quarterly	Requires further development

16. Under 75 Mortality rate from all causes (persons)	Annual	Available
<b>Outcome 3 - We are well on our way to ensuring that everyone has a home that meets their needs.</b>		
17. Rate and number of households in temporary accommodation	Quarterly	Available
18. Number of children in temporary accommodation	Quarterly	Available
19. Repeat homelessness within 2 years of accepting a suitable private-rented sector offer (priority need cases owed the main duty)	Quarterly	Available
20. Homelessness prevention - existing or alternative accommodation secured for at least 6 months for those at risk of homelessness	Quarterly	Available
21. Homelessness relief - accommodation secured for at least 6 months for those being assisted under the homeless relief duty	Quarterly	Available
22. Number of new-build affordable housing units delivered in the borough by the council and Registered Housing Providers	Quarterly	Available
23. Housing Delivery Test result for 2018/19	Annual	Available
<b>Outcome 4 - We are all effective at protecting and improving the quality of life for the most vulnerable in our community.</b>		
24. Proportion of concluded section 42 enquiries (safeguarding investigations) with a risk identified and an outcome of either Risk Reduced or Risk Removed	Monthly	Available
25. Proportion of those that received short-term service during the year where sequel was either no on-going support or support of a lower level	Monthly	Available
26. Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement / rehabilitation services	Monthly	Available
27. Proportion of adults with learning disabilities who live in their own home or with their family	Monthly	Available
28. Proportion of adults in contact with secondary mental health services who live independently with or without support	Monthly	Available

29. Proportion of clients whose Initial Contact start date to completed date is less than or equal to 2 working days	Monthly	Available
30. Analysis of data from the Health and Wellbeing Board regarding thriving communities	TBC	Requires further development
31. Analysis of results and outcomes of the Troubled Families Programme	TBC	Requires further development
32. Analysis of data from the Carers' Consultation Survey	Annual	Requires further development
33. Rate of permanent admissions into residential / nursing care, per 100,000 population (65+)	Quarterly	Available
<b>Outcome 5 - We act as a Green City with examples of energy efficient and carbon neutral buildings, streets, transport and recycling.</b>		
34. % Household waste sent for reuse, recycling and composting with additional analysis of total and recyclable waste intakes	Annual	Available
35. Analysis of energy usage across the council's assets	TBC	Requires further development
36. Air Quality at Prince Avenue Air Quality Management Area	Annual	Available
37. % of the borough that is green space	Annual	Requires further development
38. Rate of ownership of ultra-low emissions vehicles	Quarterly	Available
39. Traffic monitoring data at key junctions and routes	Quarterly	Requires further development
40. Analysis of passenger satisfaction with public transport	TBC	Requires further development
41. Analysis of numbers of people increasingly cycling and walking	TBC	Requires further development
<b>Outcome 6 - Residents feel safe and secure in their homes.</b>		
No specific measures defined, as measures for the other five Safe & Well outcomes cover this outcome also.		

Active & Involved	Frequency	Availability
<b>Outcome 1 - Even more Southenders agree that people from different backgrounds are valued and get on well together.</b>		
1. Percentage of victims of Hate Crime that are a non Southend-based resident	Quarterly	Available
2. Analysis of the demographic breakdown of council staff, Councillors and key partners and service providers	Annual	Requires further development
3. Demographic analysis of volunteer data	Quarterly	Requires further development
4. Analysis of eligibility for free school meals and attainment	Annual	Requires further development
5. Number of electoral registrations, with additional demographic analysis	TBC	Requires further development
6. % respondents agreeing that people of different backgrounds get on well together	Annual	Available
<b>Outcome 2 - People feel the benefits of social connection, in building and strengthening their local networks through common interests and volunteering.</b>		
7. Analysis of engagement in wider volunteering community-based organisations, including informal volunteering	Annual	Requires further development
8. % respondents that have good friendships both in and outside of their local area	Annual	Available
9. % respondents that feel isolated living in their local area	Annual	Available
10. % respondents that feel community events that they would like to get involved with happen in their area	Annual	Available
11. Analysis of residents engaged in lifelong learning	Annual	Requires further development
<b>Outcome 3 - Residents are routinely involved in the design and delivery of services.</b>		
12. Number of A Better Start Parent Champions and Ambassadors, trained and active	Quarterly	Available

13. Analysis of qualitative research around awareness, engagement and involvement in service design and delivery across the borough	TBC	Requires further development
14. Analysis of Your say Southend subscription / user data	Monthly	Requires further development
15. Number of council staff who have completed the Design Academy	Quarterly	Requires further development
16. Number of council projects where service design principles have been used	TBC	Requires further development
<b>Outcome 4 - A range of initiatives to help increase the capacity for communities to come together to enhance their neighbourhood and environment.</b>		
17. Analysis of Your say Southend metrics on its central repository of support material for community groups, events, etc.	TBC	Requires further development
18. Analysis of volunteering data as a whole	Quarterly	Requires further development
<b>Outcome 5 - More people have physically active lifestyles, including through the use of open spaces.</b>		
19. Number of people attending the 36 week strength and balance programme, with target and timeframe defined	Annual	Available
20. Number of people completing the 12 weeks of the exercise referral programme, with target and timeframe defined	Quarterly	Available
21. Number of schools signed up for the Daily Mile programme or equivalent	Annual	Available
22. Number of physically inactive adults completing a physical activity course, with target and timeframe defined	Quarterly	Requires further development
23. Number of people completing the Back to Wellness programme, with target and timeframe defined	Quarterly	Requires further development
24. Analysis of major new developments that will provide adequate public and private amenity space to meet future needs	Annual	Requires further development
25. % of households able to access local open space within a 10 minute walk for the lowest performing quartile of wards	Annual	Requires further development
26. Analysis of new or improved walking and cycling connections to local open space network and town and local centres	Annual	Requires further development

Opportunity & Prosperity	Frequency	Availability
<b>Outcome 1 - The Local Plan is setting an exciting planning framework for the borough.</b>		
1. Number of planning applications submitted	Quarterly	Available
2. Success of appeals	Quarterly	Available
3. Analysis of the determination timescales of Major, Minor and Other planning applications	Quarterly	Available
4. Net dwellings provided by the Local Plan	Annual	Available Sep 2020
5. Net jobs provided by the Local Plan	Annual	Available Sep 2020
<b>Outcome 2 - We have a fast-evolving re-imagined and thriving town centre, with an inviting mix of shops, homes, and culture and leisure opportunities.</b>		
6. % High Street occupancy (BID area only)	Quarterly	Available
7. Number of empty units in the High Street	Quarterly	Requires further development
8. Number of business births (annual cumulative)	Quarterly	Available
9. Number of business deaths (annual cumulative)	Quarterly	Available
10. Number of people receiving Universal Credit	Quarterly	Available
11. Analysis of cultural events held in the town centre	TBC	Requires further development
<b>Outcome 3 - Our children are school and life ready and young people are ready for further education, training or employment.</b>		
12. % eligible children benefiting from targeted 2 year old funding	Monthly	Available

13. % 3-4 year old children benefiting from universal funded early education	Monthly	Available
<b>Outcome 4 - Key regeneration schemes, such as Queensway, seafront developments and the Airport Business Park are underway and bringing prosperity and job opportunities to the borough.</b>		
Measures to be defined – further development work needed.		
<b>Outcome 5 - Southend is a place that is renowned for its creative industries, where new businesses thrive and where established employers and others invest for the long term.</b>		
14. Number of business births and deaths (annual cumulative 2018/19)	Annual	Available
15. Number of registered creative freelancers operating in the borough	TBC	Requires further development
16. Number of successful applications made to Arts Council England from the borough	TBC	Requires further development
17. £ invested in Southend's cultural organisations mapped against the council's £ investment	Annual	Requires further development
18. Analysis of social media, website and other online metrics about Southend's cultural and creative industries	Quarterly	Requires further development
<b>Outcome 6 - Southend provides fulfilling careers for our citizens, and enough job roles to match the needs of the population.</b>		
19. Number of economically active people in the borough	Annual	Available
20. Total employee jobs in the borough	Annual	Available
21. Apprenticeship Live Vacancies in Southend	TBC	Available
22. Number of students benefitting from an Enterprise Advisor encounter	TBC	Requires further development
23. Number of trainees commencing the SECTA 2 programme	Quarterly	Available

24. Number of students commencing the 60 Minute Mentor programme	Quarterly	Available
25. Number of ABSS Skills Project Beneficiaries	Quarterly	Available
26. No. of students benefitting from an Industry Champion encounter	TBC	Requires further development
27. Number of individuals trained via the Care sector-based academy and levels of jobs created	TBC	Requires further development
<b>Outcome 7 - Southend businesses feel supported to respond to economic shock; adapt to evolving global markets; and have the tools to preserve their businesses by responding effectively and positively to change.</b>		
28. Analysis of data from the Southend Business Partnership regarding communications, engagement and subscriptions	TBC	Requires further development
29. Analysis of data from SECTA on businesses supported with recruitment or information sharing	TBC	Requires further development
30. Analysis of business mentors engaged through the 60 Minute Mentor Southend & Thurrock (60MMST) Project	TBC	Requires further development
31. Analysis of redundancy support provided by the council	TBC	Requires further development
32. Analysis of engagement with small to medium enterprise (SME) businesses via business support groups and workshops delivered by the council, including care businesses	TBC	Requires further development

Connected & Smart	Frequency	Availability
<b>Outcome 1 - Working with the public transport providers to enhance and encourage the use of the existing provision moving towards a long term aspiration to open new routes enabling a wider accessibility to public transport options</b>		
1. % people who found it easy to get round the borough	Annual	Available

2. % people with a disability who found it easy to get around the borough	Annual	Available
3. % people without a car who found it easy to get around the borough	Annual	Available
<b>Outcome 2 - People have a wide range of transport options</b>		
4. Percentage of people who have applied for and taken up travel parking permit	Quarterly	Requires further development
5. Number of electric vehicle charging points	Quarterly	Requires further development
6. Number of secure bike stands and number of people using bike hire scheme	Quarterly	Requires further development
7. Uptake of active travel - number of people cycling and walking	Quarterly	Requires further development
8. Analysis of modes of transport used	TBC	Requires further development
<b>Outcome 3 - We are leading the way in making public and private travel smart, clean and green</b>		
9. Number and locations of air quality monitors	Quarterly	Requires further development
10. Volume of borough-wide short stay parking permits	Quarterly	Requires further development
11. Traffic counts across the borough as fed into multi-modal transport model	Annual	Requires further development
<b>Outcome 4 - Southend is a leading digital city with world class infrastructure that reflects equity of digital provision for the young, vulnerable and disadvantaged</b>		
12. Number and % of MySouthend service request forms completed independently	Quarterly	Available
13. Number of registered MySouthend users	Quarterly	Available
14. Total number of free WiFi registrations to date	Snapshot	Available

15. Percentage of council services offered / provided online	Quarterly	Requires further development
16. Number of transactions processed online	Quarterly	Requires further development
17. The demographics of MySouthend users (as obtained via the Residents' Perception Survey)	Annual	Requires further development
18. Number of residents working from home	Quarterly	Requires further development
19. Number of users from workforce to complete computer training	Quarterly	Requires further development
20. % residents rating themselves as having moderate digital skills	TBC	Requires further development
21. % council staff rating themselves as having moderate digital skills	TBC	Requires further development

## Transforming Together Programme

<p><b>Skills, Learning and Development</b></p> <p><i>To ensure TT has the right skillsets to tackle the right challenges, and leads in upskilling the entire organisation</i></p> <p><b>Theme Lead:</b> SUE PUTT</p>	<p><b>Outcome 1</b></p> <p>Staff feel valued and are recognised and rewarded appropriately. Staff are able to participate in a range of activities to support their well-being.</p>
	<p><b>Outcome 2</b></p> <p>Leaders who are able to deliver in a changing environment, provide strong and developed skills to support staff, adapt to self-directed learning and can challenge when appropriate.</p>
	<p><b>Outcome 3</b></p> <p>Councillors who are equipped to support the delivery of the Councils aims and ambitions alongside officers.</p>
	<p><b>Outcome 4</b></p> <p>Staff are enabled and have the skills and abilities to be utilised effectively across the organisation.</p>
	<p><b>Outcome 5</b></p> <p>Enable service areas to re-design effectively to meet new operational need.</p>
<p><b>Behaviours and Culture</b></p> <p><i>To promote TT as a model for how we expect Colleagues to act, modelling our Values &amp; Behaviours and championing the best ways of working</i></p> <p><b>Theme Lead:</b> MIKE BENNETT</p>	<p><b>Outcome 1</b></p> <p>Our organisation embraces fully an Agile method of working, allowing colleagues and projects to work in the way that best suits them for the best outcomes.</p>
	<p><b>Outcome 2</b></p> <p>Our Values and Behaviours are embraced, and role modelled at all levels, by all colleagues, within an environment of positive challenge that influences the way all teams and individuals operate and manage within our organisation.</p>
	<p><b>Outcome 3</b></p> <p>Work Life programme continues to deliver its ambitions and is connected to other TT activity that support it.</p>
	<p><b>Outcome 4</b></p> <p>Transforming ICT to support the TT agenda.</p>
	<p><b>Outcome 5</b></p> <p>Risk awareness and horizon scanning are business-as-usual for all teams, as part of a wider Getting To Know Your Business campaign.</p>

<b>People and Networks</b>  <i>To keep TT at the forefront of people's thinking and an accessible network of engagement, support and opportunities</i>  <b>Theme Lead:</b> <b>ELLEN BUTLER</b>	<b>Outcome 1</b> Staff feel involved, engaged and knowledgeable in Transforming Together through active communications using various channels.
	<b>Outcome 2</b> The right people, at the right time, with the right expertise, are engaged for specific pieces of work, promoting and influencing Transforming Together.
	<b>Outcome 3</b> An intranet that is up to date and accessible for all, that has been designed around the user.
	<b>Outcome 4</b> Leaders and colleagues at all levels understand and are able to participate in the Transforming Together culture.
<b>Managing TT and Corporate</b>  <b>Theme Lead:</b> <b>STEPHEN MEAH-SIMS</b>	<b>Outcome 1</b> Staff have effective communication mechanisms with CMT.
	<b>Outcome 2</b> Review the Council's decision-making processes, as prescribed in the Constitution.
	<b>Outcome 3</b> Quality assuring the work of TT and ensuring a creative space to prioritise, innovate and drive managing the work of TT.
	<b>Outcome 4</b> Ensuring a clear link between TT and Southend 2050 Refresh that demonstrates their value.
	<b>Outcome 5</b> The council, with key partners is an effective commissioner and procurer, that results in quality and value for money services.
	<b>Outcome 6</b> Making sure that there is a clear understanding of TT. Staff are confident on the principles of working and the work programme.
	<b>Outcome 7</b> Ensuring effective and transparent business planning and decision-making governance review.
	<b>Outcome 8</b> Delivering a proactive commercial agenda that delivers quality services and benefits to the council.

# Southend-on-Sea Borough Council

Report of Executive Director (Children & Public Health)  
to  
Cabinet  
on  
15<sup>th</sup> September 2020

Agenda  
Item No.

Report prepared by: Krishna Ramkhelawon, Director of Public  
Health

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## Annual Public Health Report

People Scrutiny Committee  
Cabinet Member: Councillor Trevor Harp  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

To present the 2019 Annual Report of the Director of Public Health.

### 2. Recommendations

That the Cabinet considers and notes the content and recommendations of the 2019 Annual Report of the Director of Public Health and progress made to-date in regards to the recommendations from the previous report in 2018.

### 3. Background

The Health and Social Care Act 2012 requires the Director of Public Health to prepare an annual report on the health of the local population. This is an independent report which the local authority is required to publish. The report is an opportunity to focus attention on issues that impact on the health and wellbeing of the local population, highlight any concerns and make recommendations for further action.

#### The 2019 Annual Report of the Director of Public Health

The Report this year provides an update on last year's report (2018 Annual Public Health Report) and covers the following themes:

- ✓ Health Protecting and Preventing Ill-health - Focus on the measles outbreak; MMR immunisation and with the challenge of the pandemic, we consider Flu Immunisation and building on improving Air Quality;
- ✓ Tackling Wider Inequalities – Focus on reviewing our food environment in tackling the rise of Obesity and in shaping of our Local Plan for development; we explore the challenges around parenthood and the consequences leading to adverse childhood experiences (ACES), all critical in mitigating for the negative impact on the mental health and

wellbeing of children and young people, which has been further exacerbated by the 'new normal' and serious disruption to their education.

In 2018, we highlighted that we had a focus on three key themes and nine recommendations:

- Healthy Lives – Focus on cardiovascular conditions, diabetes and the implementation of the harm reduction strategy – we note some progress although most actions were delayed due to the pandemic. We are picking these up again within the SE Essex Alliance workplan.
- Community Safety – Focus on disrupting drug-associated criminal behaviours and protecting our young residents, and re-focusing our efforts on reducing teenage conceptions – we note significant progress made across these areas with the Health and Wellbeing Board poised to ratify the Teenage Pregnancy Implementation Plan in September.
- Infrastructure planning – Focus on developing a new Local Plan and maximising the health and wellbeing impact – we note some very good progress in these areas with further work in development.

A RAG-rated summary of actions against each of the nine recommendations has been included in the report's appendix section.

The Southend 2050 Ambition and the NHS Long Term Plan collectively set out the key things we can expect to work as partners to turn the ambitions into improvements in services and build community resilience.

Working with local partners, we will ensure that the learning and actions from the Measles outbreak in the learning disability community progressed and that some of the learning will also contribute to the prevention work against communicable diseases as well as in aiding our continued management of the coronavirus pandemic.

We will continue to enhance our campaigning to ensure the highest level of MMR immunisation in our communities. We continue to explore new ways of communicating the benefits of this vaccine to our families as well as promoting the uptake amongst our adult population with a learning disability who may have missed this important public health intervention in their early years.

With the ongoing coronavirus pandemic, it is going to be essential to significantly increase our uptake of flu vaccines locally, especially as Southend has one of the lowest rates in the East of England. With the recent announcement that we will now offer this vaccine free to all those 50 years and over, we have started planning our approach in Southend much of which will need to be innovative and scalable.

There is growing evidence of the links between good spatial planning, design principles and the health impacts. The development of a new Local Plan is a real opportunity for public health, public protection and planning to work together to shape the natural and built environment. These measures will have a positive gain from reduced air pollution and how we tackle obesity in shaping our food environment.

Healthy parent involvement and intervention in the child's day-to-day life lay the foundation for better social, emotional and academic skills. In Southend, we want to

support parents to ensure that children have the best start in life. We need to look at the service provision and co-produce our local approach to get the best out of our social and financial investment.

The impact of adult's poor mental health and the low levels of parenting skills on children and young people's mental health and wellbeing, coupled with them spending an innumerable amount of time on their digital devices, is stark. The rate of ill-health has been growing steadily over the years and with the additional impact of the pandemic, we will need to more than double our efforts to provide a safer growing environment for them.

The seven key recommendations for the Cabinet to note are:

1. Health Protection & Preventing Ill-health:

**R1.1 Flu Immunisation** – Early planning and delivery of a more innovative approach to significantly increase our uptake of flu jabs will be prioritised;

**R1.2 MMR Immunisation** – We will review our engagement and marketing approach and co-produce the information and advice for parents, in line with the insights gathered. We will also ensure that all our eligible residents with learning disabilities have received their MMR dosage;

**R1.3 Lessons from Outbreaks** – We will implement all the key actions following the measles outbreak and ensure we continue to closely collaborate in managing the coronavirus pandemic.

**R1.4 Air Quality** – We will explore innovative ways to monitor the level of pollution locally, and further expand our work on promoting active travel and more social media engagement to raise awareness and support the National Clean Air Day, especially in our younger populace.

2. Tackling Wider Inequalities:

**R2.1 Obesity** - With the increasing childhood obesity trend, we must now consider more innovative and drastic interventions. We will review our engagement with the local food environment in three ways:

- (1) Improve our healthier eating campaign reach
- (2) Use the Local Plan to reshape our food environment
- (3) Co-produce our physical activity offer

**R2.2 Parenting** - We should ensure strategic alignment across the partnership to support families on their parental journey. We must also ensure we are making effective use of good practice;

**R2.3 Mental Wellbeing** – We must continue to take a collective approach in preventing or reducing the impact of perinatal mental ill-health, while exploring more innovative ways of supporting children and young people and in co-producing more meaningful information and guidance for them.

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

There are no other options presented as it is a statutory duty of the Director of Public Health to prepare an Annual Public Health Report.

## **5. Reasons for Recommendations**

The Health and Social Care Act 2012 requires Directors of Public Health to prepare an annual report on the health of the local population.

## **6. Corporate Implications**

Contribution to Council's Southend 2050 Ambition and Priorities, including the STP shared priorities.

The Council has a statutory duty to protect the health of the local population. The 2019 Annual Public Health Report highlights the key issues for people in Southend, actions being taken to address them and key recommendations to be delivered by local partners.

### **6.2 Financial Implications**

At this stage any financial implications arising from this report are unquantified and, as further work is undertaken, any resource implications will be identified within existing resources

### **6.3 Legal Implications**

There are no legal implications arising directly from this report.

### **6.4 People Implications**

There are Directorate performance indicators as well as national benchmarking information, showing how we compare against statistical neighbours, the region and nationally.

### **6.5 Property Implications**

None

### **6.6 Consultation**

There will not be any formal consultation on the Annual Public Health Report, although it will go through the relevant governance route within the Council as well as to the Southend Health & Wellbeing Board.

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

The Annual Public Health Report provides evidence that population health needs are assessed and considered.

### **6.8 Risk Assessment**

A risk assessment will be undertaken of individual initiatives introduced to tackle the key issues highlighted in the report.

6.9 Value for Money

No implication

6.10 Community Safety Implications

None

6.11 Environmental Impact

None

**7. Background Papers**

Referenced in the paper where relevant

**8. Appendices**

The 2019 Annual Report of the Director of Public Health for Southend.

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# Director of Public Health Annual Report 2019

JUNE 2020



**PRIDE & JOY**

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# Introduction

This is my independent public health report for 2019. It reflects on some of our key achievements, some challenges and highlights where we can continue to collaborate to improve health and wellbeing in Southend-on-Sea.

We have also provided an update on the progress with last year's recommendations in the appendices, which is generally very positive and shows areas where we can continue to build on.

It has been a positive start for the implementation of the Southend 2050 Vision for the Council and we also welcomed the publication of the NHS's Health and Care Partnership strategy, for Mid and South Essex.

We have successfully managed the measles' outbreak and our collective learning has been shared and has prepared us for the arrival of the Coronavirus pandemic. We will need to improve the uptake of flu jabs and protect more of our vulnerable residents. Our MMR immunisation rates continue to improve.

The battle against obesity remains key to improving health and wellbeing, including increasing physical activity, and taking further steps to reshape our healthy food environment. With a significant proportion of our population living in more disadvantaged communities, our collective approach will continue to help reduce the pronounced health inequalities, with a place-based and wider community development.

We have made some real improvement in our air quality following a number of initiatives (highlighted in this report). We must continue to build on this and what we have learnt so far in 2020, following the impact of the pandemic on positive behaviour changes and the reduced traffic into Southend.

Preparing for parenthood is one of the most significant transition in any parent's life. This event impacts on every aspect of expectant and new parents in more ways than any other event in our lives. Many of the issues leading to adverse childhood experiences, have their foundation anchored in parenting and the support available to many parents.

The abuse and harm that children are subjected to locally has contributed to a higher rate of children in need and a significant need for statutory intervention, predisposing for a dedicated and highly effective risk assessment team. A number of other initiatives are in place to mitigate for this challenge.

Mental wellbeing is not simply the absence of mental illness but is a broader indicator of social, emotional and physical wellness. The adverse impact of perinatal mental illness affects the child's emotional, social and cognitive development, with teenage parents more prone. 1 in 5 children will suffer a mental ill-health by the time they are 12 with a new challenge looming with the consequences of the pandemic.

Through our many partnerships, we have a myriad of opportunities to make more positive impact on people's lives and explore how we can collectively work to improve health outcomes. Building on the social capital generated through the early stages of responding to the coronavirus pandemic, we can further galvanise our efforts with our citizens. To this end, I have narrowed our focus as we will need to continue with the manage the pandemic into 2021 which will require of significant amount of our collective resources to be diverted.



# Population Size

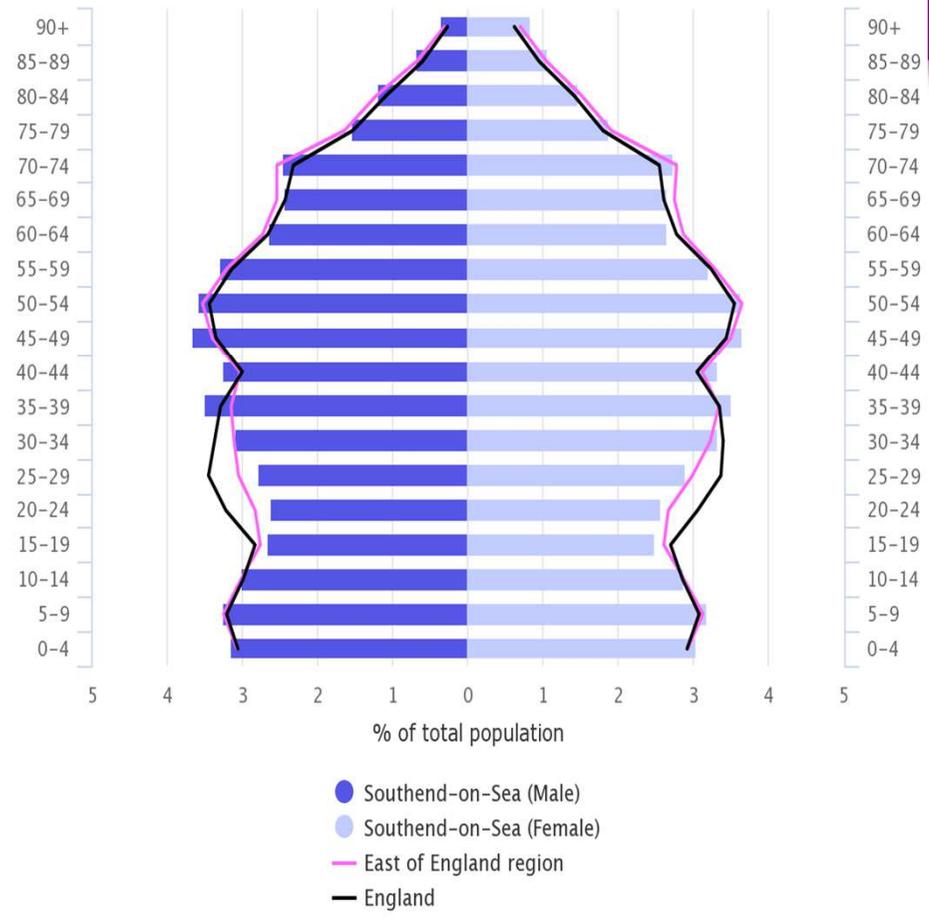
Since 2001, Southend-on-Sea's population has grown from 160,362 to 231,125, this is a growth rate of 14%, and broadly matches the growth rate for England.

By 2031, the projected population for Southend-on-Sea will be 331,135. This assumes a growth rate of 12.87% which is higher than the projected growth rate for England (10.11%).

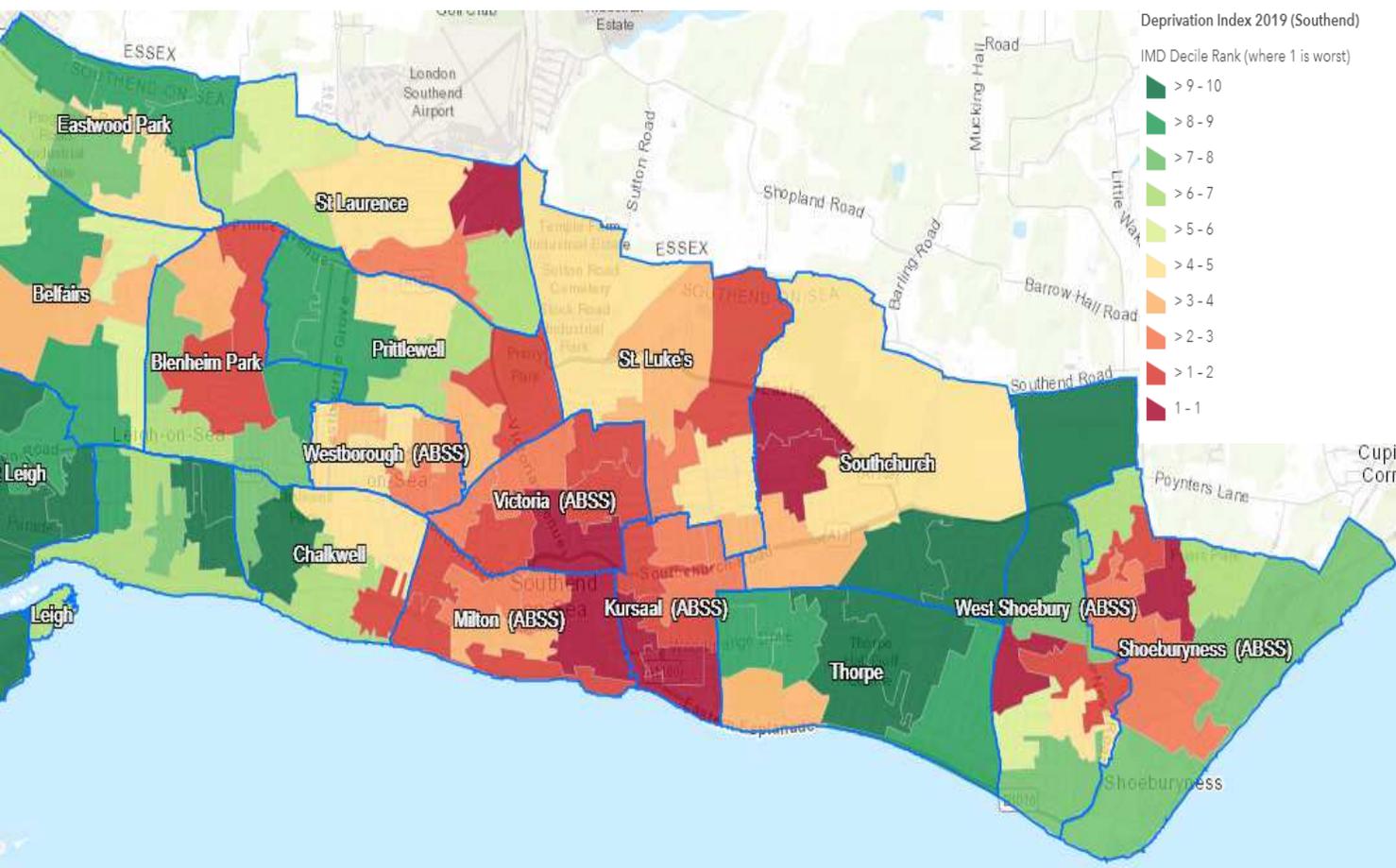
The proportion of the population who are of working age is projected to increase by 3% by 2031 while the over 65 population is projected to increase by 4%.



Age Profile  
Resident population 2018



# Deprivation Index 2019



The Index of Multiple Deprivation (IMD) is a measure which is used to determine deprivation in every area in England, relative to other areas in England. The map shows the deprivation deciles, areas marked in dark red are amongst the most 10% deprived small areas in England.

Many of our more disadvantaged communities are located within the Southend 'town centre' wards, Blenheim Park, the Shoebury area and across Southchurch and St Luke's wards.

# Health Protection and Preventing Ill-health

**SAFE  
& WELL**

# Flu Immunisations



Flu and other adult immunisations are critical in reducing the number of preventable deaths in older people, and at risk groups. For older adults, they may not have received certain vaccinations when they were younger, or there may be new vaccinations that were not available to them as children.

It is equally important that at risk groups are offered the flu vaccination to reduce the risk of death and serious illness, and pregnant women to avoid the risk of complications with their pregnancy. This is even more important with the risk of COVID-19 as a result of the spread of coronavirus.

Vaccination are given to protect people from:

- Pneumococcal infections (65+)
- Shingles (70+)
- Whooping Cough (Pregnant women)
- Influenza (all groups)

Influenza Vaccinations		Southend	Target	England
	2-3 year olds	43.5%	65%	44.9%
	At risk groups	40.5%	55%	48.0%
	Pregnant Women	39.3%	55%	N/A
	65+ years	64.3%	75%	72.0%

# Childhood Immunisations



The Measles, Mumps and Rubella vaccine (MMR2) and booster coverage are used as indicators of coverage for routine childhood immunisations. Southend often achieve coverage of their childhood immunisations above the national average, however, this is still below the recommended target of 95% coverage to achieve 'herd immunity'.

Insight from Southend parents advised that there was a lack of understandable information and opportunities to discuss vaccinations with healthcare professionals before appointments. There has been some disruptions in the programme due to the pandemic and we need to renew our efforts in ensuring we continue to improve uptake.

*What is 'herd immunity'?  
If enough people get vaccinated against a disease, it reduces the chance of the disease spreading. 95% vaccination coverage is recommended to achieve 'herd immunity'.*

## Focus areas for Southend

- Increase acceptability of vaccinations across all coverage
- Reduce risk of outbreaks
- Reduce hospital admissions and attendance
- Focus on increase of flu, MMR and PPV
- Improve health literacy of communities underserved by co-producing effective communications

	Southend	Target	England
MMR one dose (2yrs old)	91.1%	95%	90.3%
MMR one dose (5yrs old)	95.4%	95%	94.5%
MMR two dose (5yrs old)	87.2%	95%	86.4%

# Measles Outbreak



Between October and December 2019, there was an outbreak of measles amongst adults with learning disabilities in Southend, the first such large outbreak in this vulnerable group in the past decade.

19 suspected cases - after testing, 11 were confirmed as measles, 5 were confirmed not to be measles, and 3 remained inconclusive.

Swift multi-agency intervention led by the Council and PHE, limited the spread of this virus and it was contained, using systematic contact tracing and maximising self-isolation where applicable. Urgent efforts to increase MMR vaccination coverage were needed to control the outbreak.

This did lead to the disruption of support services and activities for this group of residents and their families. Southend citizens were diligent and admirable in their support to our local response to contain this outbreak.

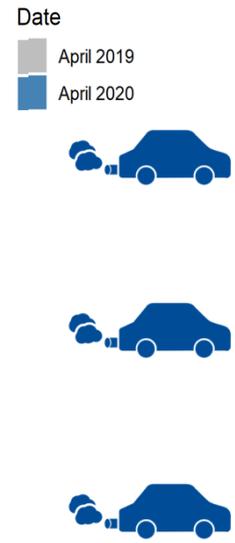
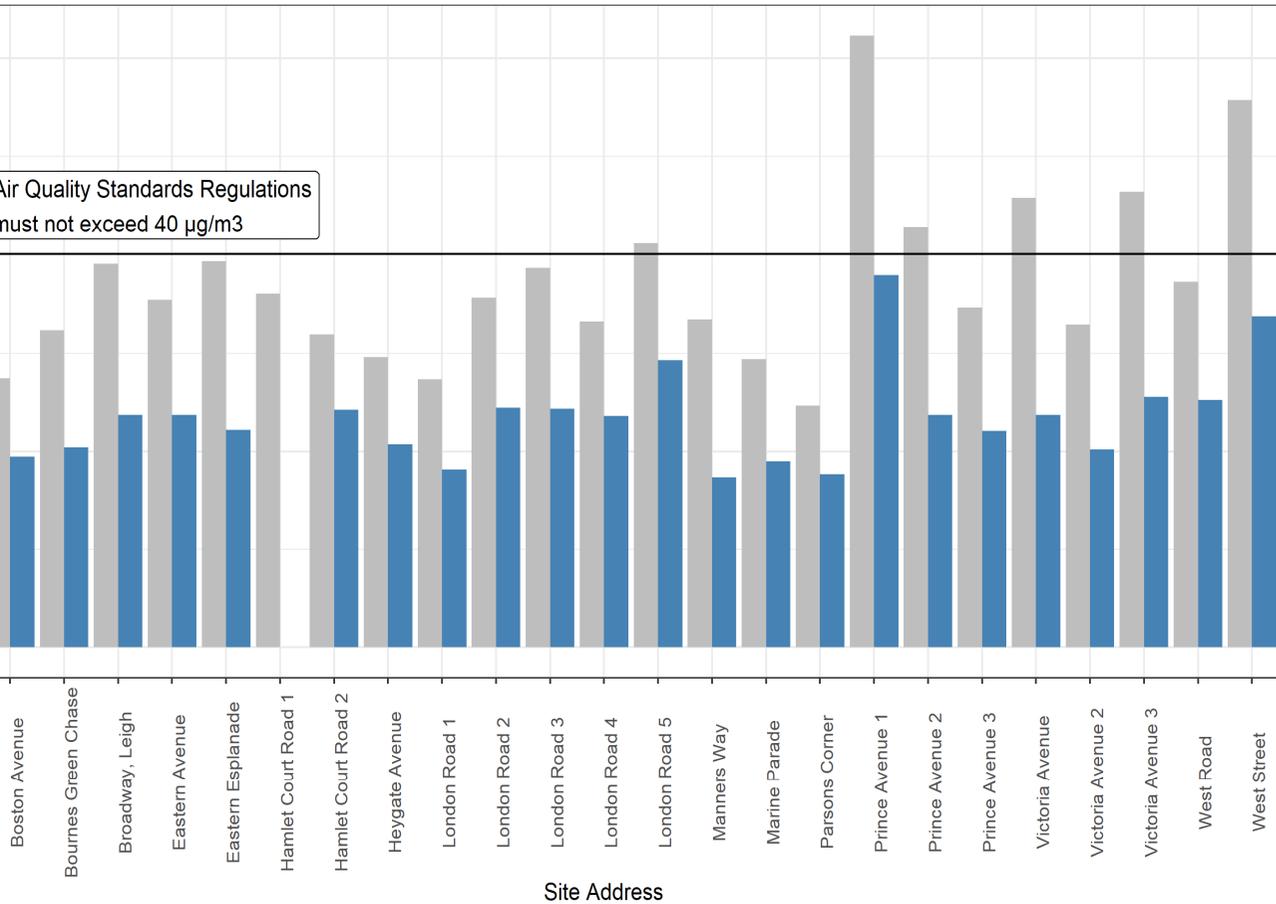
## LESSONS & ACTIONS\*

- We agreed to complete an MMR information and immunisation campaign for this vulnerable group.
- Active engagement with the media proved very productive for communicating the actions with the defined population and for reassurance for the wider populace.
- Planning for such emergencies must consider the need for readily accessible MMR jabs and out-of-hours clinical services.
- Defining roles and responsibilities from the outset regarding information on delegation, communication, and the management of information in order to mitigate future risk.

*\*A comprehensive report is available on request*

# Air Quality

Year on year comparison of average Nitrogen Dioxide levels at various permanent locations throughout the borough



The year 2019 was generally considered a “good” year nationally and locally for nitrogen dioxide with average levels lower than previous years

Of the 25 permanent monitoring sites in the borough only 1 observed values exceeding the annual mean air quality objective – A127 Bell Junction Air Quality Management Area (AQMA)

Road Traffic emissions were identified as the main source of air pollution in the borough, most notably the A13, A127 & A1159.

# Air Quality

Throughout 2019, we have taken forward a number of direct measures during 2019 in pursuit of improving local air quality. The pandemic and the impact of the national lockdown, have contributed to a further reduction in pollution and some positive change in behaviour, which we need to capitalise on for the wider benefit of our communities.

Completed measures are:

Throughout 2019 the Air Quality Steering Group held more meetings to monitor actions.

Feasibility Study: Review of The Bell A127 AQMA Junction Infrastructure Design. Preliminary work commenced in January 2020, and the full construction phase will commence in July 2020.

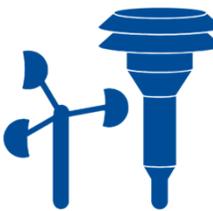
A detailed assessment of the A127 Victoria Avenue and junctions with West Street, East Street, Priory Crescent and Fairfax Drive commenced in 2019 and will be completed in June 2020, having decided to extend the real-time monitoring period from six to twelve months.

The A127 Kent Elms Corner Junction alterations aimed at improving traffic flow, reducing queue length and congestion, was completed in July 2019 and monitoring continues to demonstrate a steady improvement in air quality.

A literature review of Air Quality Sensor performance in collaboration with Essex University has been completed. This will inform future decision making with regard to the type and make of sensor, should these prove to be reliable and cost effective.

An application to Government for £90K funding towards £120k cost of four dedicated taxi only charging points was successful.

Social media campaign and Variable Message Signage to support National Clean Air Day 2019.





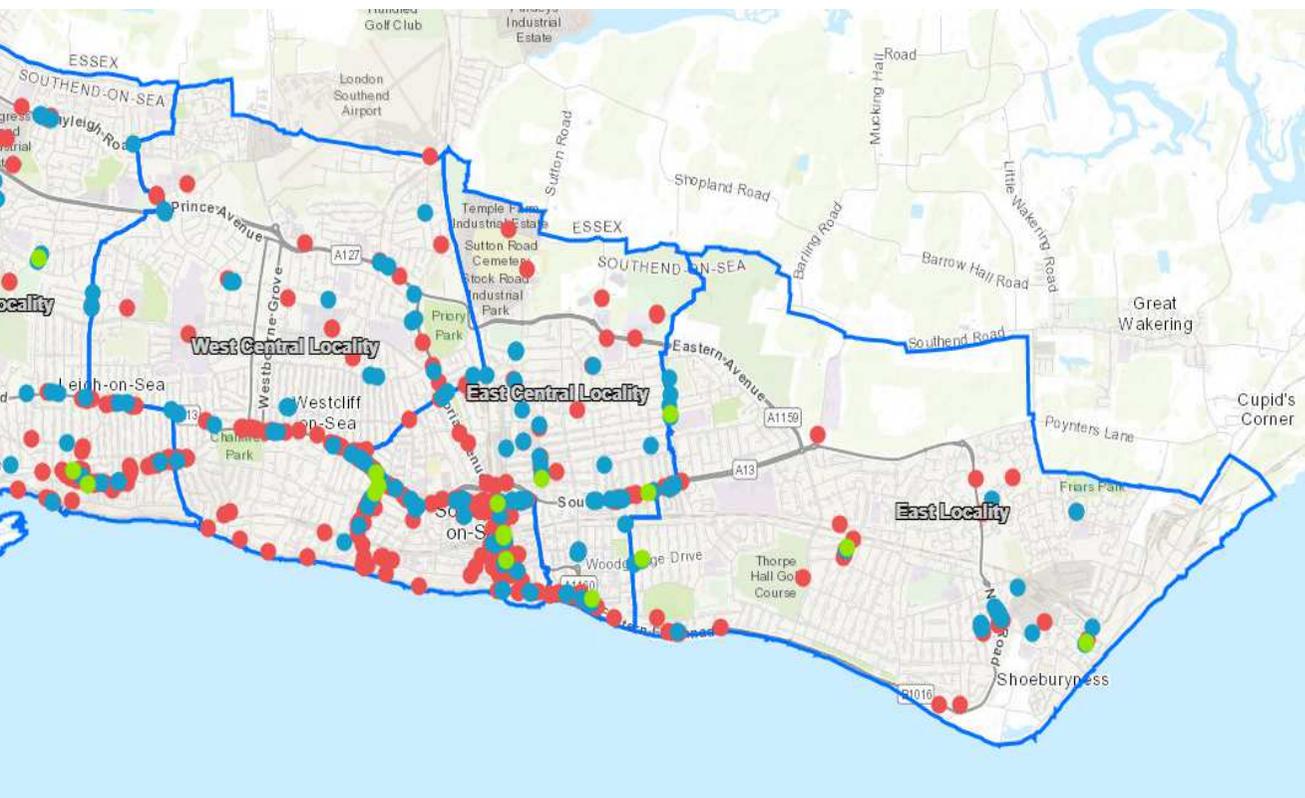
# Wider Inequalities

Some key factors to focus our efforts



**ACTIVE & INVOLVED**

# Food Environment



● Bakers ● Takeaways & Sandwich Shops ● Restaurants, Cafes and Canteens



*Around 6 million Brits eat takeout food at least once a week*



An unhealthy food environment can be a huge contributor to unhealthy populations, with significantly higher levels of obesity in areas where fast food outlets are most prevalent. There is robust evidence of the need to invest more effort into the 'energy in' challenge alongside promoting physical activities.

Southend has the 254<sup>th</sup> highest density of fast food outlets, out of 326 authorities across England, with 10 outlets per 100,000 population.

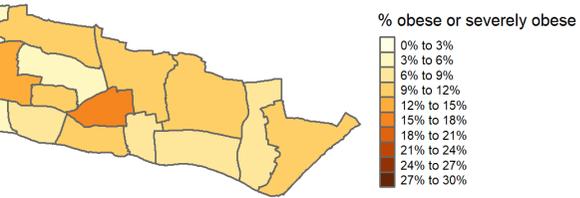
The wards with the highest rate of fast food outlets are:

- Milton – 363.3 outlets per 100,000 population (42 outlets)
- Victoria – 194.5 outlets per 100,00 population (23 outlets)
- Kursaal - 142.0 outlets per 100,00 population (17 outlets)

# Obesity

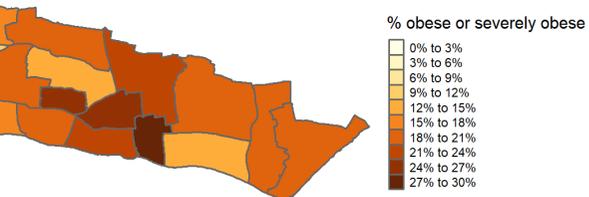
## P and Child Obesity – Local Landscape

### MP 2018/19 Reception



9.1% obese or severely obese, which is similar to England (9.7%). Increased from 8.6% in 2017/18.

### MP 2018/19 Year 6



19.5% obese or severely obese, which is similar to England (20.2%). Increased from 18.6% in 2017/18.

Children living with obesity are more likely to be obese in adulthood and thus increase the risk of obesity for their own children later in life

Through partnerships in Southend, families are encouraged to establish healthy nutrition and physical activity choices throughout pregnancy and childhood.

Weight loss services are not recommended for pregnant women and children under the age of 5.

## PHE National Child Measurement Programme (NCMP): trends in child BMI National Summary key findings academic years 2006 to 2007 and 2018 to 2019

	Reception		Year 6	
	Boys	Girls	Boys	Girls
Prevalence of obesity	↓	↑	↑	↑
Prevalence of excess weight	↓	↑	↑	↑
Prevalence of severe obesity	↔	↑	↑	↑
Increased ↑	Decreased ↓		No upward or downward trend ↔	

In England 27% of women are overweight and 21% of women are obese at the start of pregnancy.

Obesity and excess weight prevalence is showing a downward trend in Reception boys. Reception girls and Year 6 boys and girls are seeing an upward trend in the prevalence of obesity and excess weight



# Obesity



ACTIVE & INVOLVED

## Breastfeeding

In Southend, we continue to promote the importance of breastfeeding for women, babies and their families. 2018/19:



73% babies received breast milk as their first milk. This was above the national average (64.7%) and regional average (70%).



By 6-8 weeks, breastfeeding rate fell to 48.2%, but remains similar to the national average.

## Adult Obesity

The Health Survey for England 2017 estimates that 28.7% of adults in England are obese and a further 35.6% are overweight. In Southend, excess weight in adults is at 58.5%.

A physically inactive lifestyle can be a major contributor to adult obesity. It is recommended that adults perform 150 minutes of physical activity each week as part of living a healthy lifestyle.



# Parenting Support



Early intervention and support enables every baby, child and young person to acquire the social and emotional foundations to ensure that every child has the best start in life.

## Broader context

Parents have a critical role in their children's social and emotional well-being  
**Children's secure attachment depends on their early relationship with primary carers**  
Parenting behaviours have a key role to play in children's emotional and behavioural development

## Southend context

- In Southend, the majority of children perform well in school and achieve the expected level of development
- **Whilst a large proportion of children have a good standard of living, the level of child poverty within Southend is a cause for concern in some areas**

## Adverse Childhood Experiences

- **Some events in a child's life can have a damaging effect on a child's health and wellbeing if they are repeatedly exposed to them, these are called adverse childhood experiences (ACE's)**
- Children exposed to ACE's are less likely to succeed in education/employment and more likely to have poor mental health & wellbeing

*Children exposed to significant abuse or harm are subject to statutory intervention from Children's Social Care or other partners. These children will require intensive intervention to either achieve/maintain or to prevent significant harm to their health or development*

# Parenting Support



*Some children are living in environments with a high risk of domestic abuse. These children are referred into the Multi Agency Risk Assessment Team (MARAT) to ensure that the relevant agencies are aware of the potential risk to them. In 2019/20 there were 693 referrals to MARAT*

The impact of COVID-19 would have seriously affected the ability of services to support children and families at the very time that these families are facing even greater challenges.

ABSS together with partners, are making a positive impact on the most deprived children in the Borough through the National Lottery-funded program.

**74.0%** of children achieved a Good Level of Development in 2019 - **Better** than England (71.8%)



**19.1%** of children under 16 were in low income families in 2016 - **Worse** than England (17%)

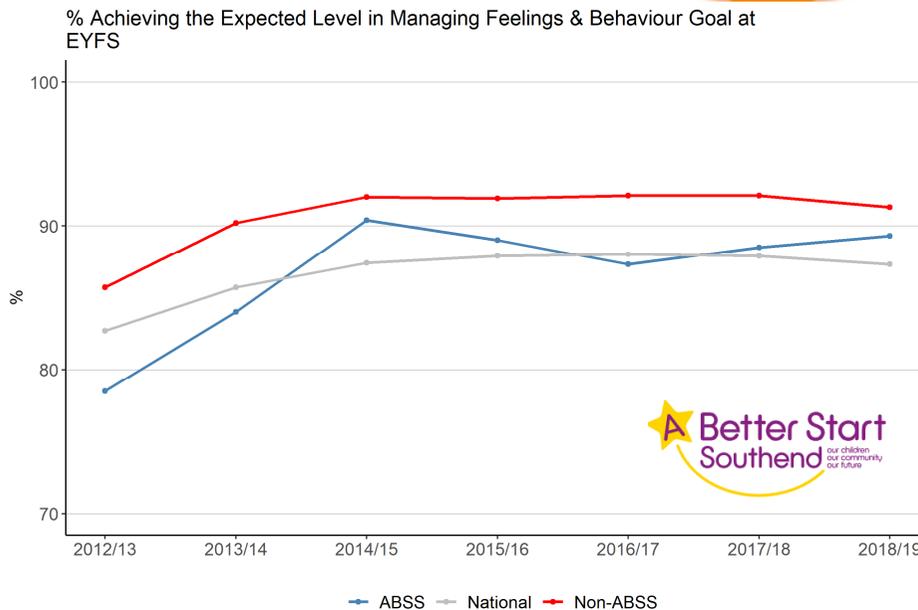


**359.1** Rate of children in need per 10,000 children in 2019 - **Higher** than England (334.2)

**43.2** Rate of children subject to a child protection plan per 10,000 children in 2019 - **Similar** to England (43.7)



*In 2019 the 0-19 Children's Public Health Service received 3294 notifications of domestic violence where a child/young person was residing within the household*



# Parenting Support

A range of interventions are currently delivered in Southend to support parents in their interactions with children and young people, these are delivered via group-based programmes or via home visits. We also need to re-assert our approach in reducing teenage pregnancy and continue to build on the good work in supporting teenage parents and enhance their parenting skills.



**16,159** Visits made by 0-19 service to support families with children and young people (in addition to core Healthy Child Programme)



**182** Families attending parenting support sessions run by Family Action at Southend Children's Centres



**728** Families attending Early Help Take 3 Parenting Programme or receiving help via Family Support Team



**1,665** children aged 0-3 and pregnant women benefiting from A Better Start services in the 6 target wards, reaching **34%** of the population in these areas

In Southend we want to support parents to ensure that children have the best start in life. Currently, a range of programmes are being used by different agencies rather than an evidence based graduated offer from which to jointly proactively drive positive parenting practices.

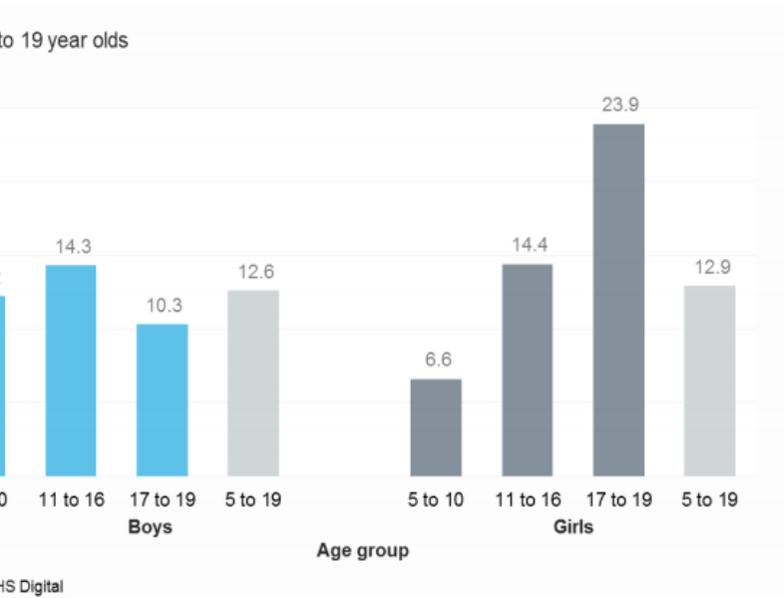
Building on the aspirations of Southend 2050 and the key findings and outcomes from A Better Start, the opportunity exists to achieve life-changing results for Southend's children and young people. This can be realised through better, smarter and more effective investments in a system-wide approach to early intervention & parenting support that will benefit the entire economy and community.

# Mental Health in Children & Young People

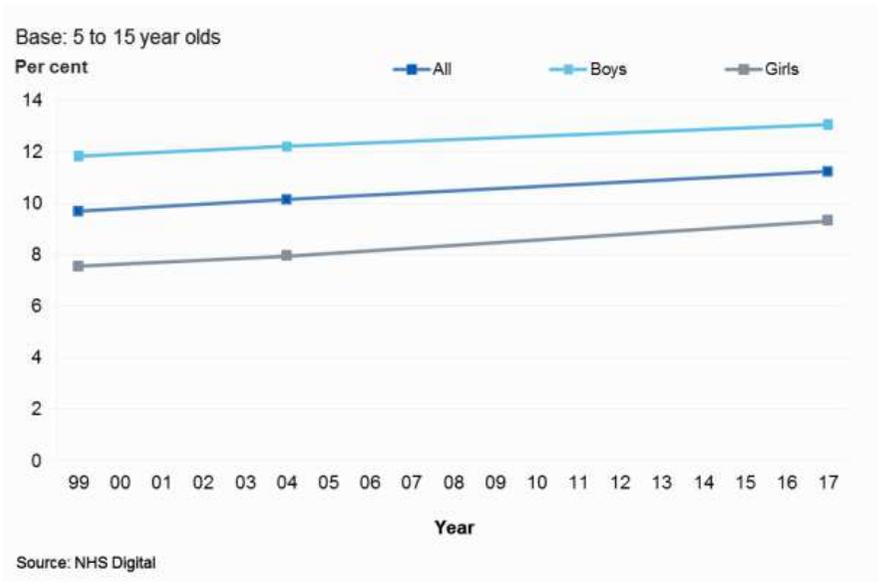


**2017, one in eight (12.8%) 5 to 19 year olds met the criteria for at least one mental disorder** - estimate based on a sample. If all children in the population had participated, it is likely that the proportion identified with at least one disorder would have been between 11.9% and 13.7%. The school disruption during the pandemic will have some negative impact on the emotional wellbeing of our children and we will need to continue to provide additional support through our schools and the wider community as further mitigation.

Disorder, by age and sex (2017)



Trend in any disorder by sex (1999 – 2017)



*There has been a slight upward trend over time in the prevalence of any disorder among 5 to 15 year olds:*

- **9.7% in 1999**
- **10.1% in 2004**
- **11.2% in 2017**

# Mental Health in Children & Young People

SAFE  
& WELL

## Pre-birth



More than 1 in 10 women develop a mental illness during pregnancy or in the first year after having a baby. If untreated, these perinatal mental illnesses can have a devastating impact on the women affected and their families.

Perinatal mental illness can have an adverse impact on the interaction between a mother and her baby, affecting the child's emotional, social and cognitive development.

Suicide is one of the leading causes of death for women in the UK during the perinatal period.

## 0-5 years



ONS report estimates the prevalence of mental disorders in children aged 2 to 4 years old. It found that 1 in 18 preschool children experienced difficulties with their mental health and that boys (1 in 15) were more likely than girls (1 in 24) to have a mental disorder.

Identifying mental disorders in children at the earliest opportunity is important as research has shown that the early years of a child's life is a foundation for lifelong emotional and physical health as well as education and economic achievement – ONS 2017

## 5+ years



As you may expect, rates of mental disorders were higher in older children than younger children.

In primary school aged children (5 to 10 year olds), one in ten had a mental disorder, increasing to one in seven children of secondary school age (11 to 16 year olds).

One in six young people aged 17 to 19 year olds had a disorder, with rates much higher in girls than boys.

# Recommendations

**OPPORTUNITY  
& PROSPERITY**

## Health Protection & Preventing Ill-health

**Flu Immunisation** – Early planning and delivery of a more innovative approach to significantly increase our uptake of flu jabs will be prioritised.

**MMR Immunisation** – We will review our engagement and marketing approach and co-produce the information and advice for parents, in line with the insights gathered. We will also ensure that all our vulnerable residents with learning disabilities have received their MMR vaccine.

**Lessons from Outbreaks** – We will implement all the key actions following the measles outbreak and ensure we continue to closely collaborate in managing the coronavirus pandemic.

**Air Quality** – We will explore innovative ways to monitor the level of pollution locally, and further expand our work on promoting active travel and more social media engagement to raise awareness and support the annual Clean Air Day, especially in our younger populace.



## 2. Tackling Wider Inequalities

**R2.1 Obesity** - With the increasing childhood obesity trend, we must now consider more innovative and drastic interventions. We will review our engagement with the local food environment in three ways:

- (1) Improve our healthier eating campaign reach
- (2) Use the Local Plan to reshape our food environment
- (3) Co-produce our physical activity offer

**R2.2 Parenting** - We should ensure strategic alignment across the partnership to support families on their parental journey. We must also ensure we are making effective use of good practice.

**R2.3 Mental Wellbeing** – We must continue to take a collective approach in preventing or reducing the impact of perinatal mental ill-health, while exploring more innovative ways of supporting children and young people and in co-producing more meaningful information and guidance for them.



# Appendices

# Glossary

**Southend 2050** – *The Borough's ambition for the future, developed following extensive conversations with those that live, work and visit Southend-on-Sea*

**Health and Care Partnership Strategy** – *A publication that sets out how partners can work together to improve health and care*

**Place-based** – *An approach that targets an entire community and aims to address issues that exist at the neighbourhood level.*

**Deprivation** – *The English Indices of Deprivation is a measure of seven distinct domains that when combined form the Index of Multiple Deprivation*

**Decile** – *one of ten equal groups which a population can be divided into according to the distribution of values*

**Ward** – *Local Electoral area*

**Pneumococcal infections** – *A number of bacterial infections that are generally minor, but can lead onto more serious infections such as Meningitis, Sepsis and Pneumonia*

**Coverage** – *The proportion of the population that are vaccinated*

**Co-produce** – *Jointly create a document or product with other organisations*

**Nitrogen Dioxide** – *Forms from emission from cars and motor vehicles, and is one of the main measurements of air pollution*

**Variable Message Signage** – *Road signage with the ability for custom messages*

- PHE – “Public Health England”
- AQMA – “Air Quality Management Area”
- NCMP – “National Child monitoring program”
- ABSS – “A Better Start Southend”
- EYFS – “Early Years Foundation Stage”
- WHZAN – “WHZAN Digital Health”
- ECC – “Essex County Council”
- HWB – “Health & Wellbeing Board”
- BMI – “Body Mass Index”
- ONS – “Office of National Statistics”
- PPV – “Pneumococcal Polysaccharide Vaccine”



**CONNECTED  
& SMART**

# Ethnicity



	Southend (%)	East of England Region (%)	England (%)
<b>White</b>	<b>91.60%</b>	<b>90.80%</b>	<b>85.40%</b>
English/Welsh/Scottish/Northern Irish/British	87.00%	85.30%	79.80%
Irish	0.90%	1.00%	1.00%
Gypsy or Irish Traveller	0.10%	0.10%	0.10%
Other White	3.60%	4.50%	4.60%
<b>Mixed/multiple ethnic groups</b>	<b>2.10%</b>	<b>1.90%</b>	<b>2.30%</b>
White and Black Caribbean	0.60%	0.60%	0.80%
White and Black African	0.40%	0.30%	0.30%
White and Asian	0.60%	0.60%	0.60%
Other Mixed	0.50%	0.50%	0.50%
<b>Asian/Asian British</b>	<b>3.70%</b>	<b>4.80%</b>	<b>7.80%</b>
Indian	1.00%	1.50%	2.60%
Pakistani	0.60%	1.10%	2.10%
Bangladeshi	0.50%	0.60%	0.80%
Chinese	0.60%	0.60%	0.70%
Other Asian	0.90%	1.00%	1.50%
<b>Black/African/Caribbean/Black British</b>	<b>2.10%</b>	<b>2.00%</b>	<b>3.50%</b>
African	1.60%	1.20%	1.80%
Caribbean	0.30%	0.60%	1.10%
Other Black	0.20%	0.20%	0.50%
<b>Other ethnic group</b>	<b>0.50%</b>	<b>0.50%</b>	<b>1.00%</b>
Arab	0.20%	0.20%	0.40%
Any other ethnic group	0.30%	0.30%	0.60%

# Outcomes of last year's recommendations



Reducing the impact of cardiovascular conditions and diabetes and improving related prevention work:	
Develop an agreed locality approach to improve earlier identification of Stroke and Diabetes, ensuring reduced variability in access to primary care services	Work on the development of an enhanced quality improvement for stroke prevention and diabetes have been delayed by the pandemic and will be relaunched as part of the South East Essex Alliance work programme. The delay in reaching a consensus on the joint outcomes and collective approach have hampered our progress
Improve the management of patients at risk of stroke and those afflicted with diabetes, including the use of digital technology as appropriate, and delivery of the Diabetes Strategy	Limited development as stated in R1.1. However, much has been achieved with the introduction of new technology – myDiabetes app is being rolled out; planning for education/self-management tool in Care homes; education is now all provided online; online clinical consultation tool (ACCURX) introduced; rolling out WHZAN's remote monitoring systems to Care homes
Increase referral to the new Wellbeing Service to reduce and/or better manage lifestyle risk factors and implement the Harm Reduction Strategy as a key enabler.	New Wellbeing Exercise Programme for primary care launched in March 2020 although this was paused due to the pandemic lockdown;
	Lack of resourcing delayed implementation of the Harm Reduction Strategy – a new joint post between internal Council department will be appointed in September 2020.

# Outcomes of last years recommendations



## Improving community safety and building resilience, with a particular focus on our children and young people:

<p>Develop a programme of work that will provide for, and link into, a range of diversionary activities and avenues for vocational development. This will include local apprenticeships to make young people safer, provide skill development and job opportunities and to have a healthier outlook on their lives</p>	<p>Pilot Cadet Scheme in development to support vulnerable young people and their skills development. Through our Economic Development and Skills team, we have undertaken 4 dedicated events (532 delegates), aimed to encourage young people to embark on apprenticeships and pursue locally available, fulfilling and healthy careers.</p>
<p>Build on the work already in progress across Greater Essex and regionally, to reinvigorate the local partnerships (Community Safety and Violence and Vulnerability groups) to disrupt the local drug market and to eliminate the criminal exploitation of young people and vulnerable adults in our communities</p>	<p>Effective partnership with ECC in place, with all local partners engaged and the Council providing leadership, informing planning and interventions locally.</p>
<p>Undertake a deep-dive on local teenage conceptions to understand local determinants and triggers, including the link with child sexual exploitation, local opportunities for young people to promote a delaying approach to parenthood.</p>	<p>Recommendations endorsed by HWB and implementation plan will be ready for delivery from Autumn 2020 (delayed by pandemic).</p>

# Outcomes of last years recommendations



Ensuring that spatial planning incorporates health and wellbeing impacts, and delivers what residents will need to promote their health and wellbeing:	
Adopt new evidence on spatial planning, including the adoption of the PHE/Sports England’s Active Design principles, making it a requirement on developers to undertake a Health Impact Assessment where most relevant and review the barriers inhibiting local access to our physical assets	Evidence and good practice have been reviewed and now being prepared to inform subsequent stages of the Local Plan
Our housing renewal policy must take into consideration the need for more affordable housing which espouses a mix of social housing, adaptable homes which will ensure that the adverse health effects are mitigated, promote local ownership and more affordable rent, and support the drive to increase prosperity	Leading on the development of a mixed portfolio of housing types, including the development of a regeneration approach to numerous council-owned assets (delivery of 16 units); a successful acquisitions programme (delivery of 27 units ); and to ensure that new developments bring forward suitable affordable housing to meet local needs (e.g. Better Queensway estate regeneration).
Accelerate our local undertakings in improving local transportation to further reduce the risk of pollution and traffic congestion and promote active travel.	Work through the Air Quality Steering Committee continue to support our approach in minimising air pollution. Investment in local cycling and walking infrastructure has improved facilities in and around the town centre and the A127 corridor. The South Essex Active Travel Programme has promoted and encouraged active travel including providing training and behaviour change interventions. As of March 2019 a modal shift of 8% towards sustainable modes was observed across South Essex.

# Southend-on-Sea Borough Council

Report of Deputy Chief Executive and Executive Director  
Growth & Housing

to

**Cabinet**

on

**15 September 2020**

Agenda  
Item No.

Report prepared by: Mark Murphy, Head of Property and  
Estate Management

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## Fire Safety Report

Place Scrutiny Committee

Cabinet Members: Councillors Ian Gilbert and Martin Terry  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

This report sets out progress in delivering the Council's Fire Safety Review, which was established following the Grenfell Tower fire on the 14<sup>th</sup> June 2017.

This is a further interim report, which also sets out the Council's response to the Government Consultation 'Sprinklers and other Fire Safety Measures in New High-Rise Blocks of Flats'.

### 2. Recommendations

- 2.1. **Note and endorse the work undertaken by the Council and South Essex Homes in respect to fire safety in high rise residential blocks including progressing the installation of a pilot 'annunciation system' in Longbow residential tower block and a pilot sprinkler system in Cecil Court residential tower block.**
- 2.2. **Note and endorse the work undertaken by the Council in respect to fire safety across its operational buildings including the completion of all fire stopping and compartmentation works at Chase Sports Centre, Southend Tennis and Leisure Centre and Belfairs Swim Centre.**
- 2.3. **Note that Type 4 Fire Risk Assessments will be undertaken at Quantock and Brecon residential tower blocks with investigation works to be programmed and undertaken in a Covid Secure manner and in consultation with residents of the blocks.**
- 2.4. **Note that the Council will be responding to the Home Office's 'Fire Safety' Consultation Document by the consultation deadline of 12 October 2020.**

## **2.5. Request that a further update be provided to Cabinet to spring 2021.**

### **3. Background**

- 3.1 The Council immediately commissioned a Fire Safety Review following the tragedy, which occurred as a result of the fire at Grenfell Tower. The Review Group comprises representatives of the Council, South Essex Homes and Essex County Fire and Rescue Service. In addition, the Council established an internal Fire Safety Meeting Group, chaired by the Deputy Chief Executive (Place) to examine any Council-specific actions identified as a result of the Review and to co-ordinate responses sought by Government Departments.
- 3.2 The Council and South Essex Homes have already confirmed their commitment to progressively bring their properties in line with current Building Regulations, where appropriate, particularly in respect to fire safety and accessibility.
- 3.3 The UK Government has published its draft Building Safety Bill, which will introduce new and enhanced regulatory regimes for building safety in England and construction products throughout the UK. The provisions contained in the draft Building Safety Bill provide complete regulatory overhaul and signal a new era in the way buildings are constructed and the materials and products used.
- 3.4 A new building safety regime, overseen by the Health and Safety Executive (HSE), will apply to all new multi-occupied residential buildings over 18 metres, or six storeys, in height in England. Existing buildings will be brought within the system on a phased basis.
- 3.5 The HSE will also gain important new responsibilities for the safety and performance of every building, regardless of height. It will oversee the performance of local authority building control and approved inspectors, advise on changes to the building regulations, and improve the competence of all involved in the building industry, including building inspectors.
- 3.6 A detailed analysis on the implications arising from the draft Bill will be prepared and included in the spring 2021 Fire Safety Report to Cabinet
- 3.7 The Government has also published a consultation document on Fire Safety covering three main subject areas:
- Strengthening of the Fire Safety Order and Improving Compliance.
  - Implementation of the Grenfell Tower Inquiry Phase 1 Report Recommendations.
  - Building Control Bodies consultation with Fire and Rescue Authorities.
- 3.8 The Council, in conjunction with South Essex Homes, will submit a response to this consultation on behalf of both organisations prior to the consultation deadline of 12 October 2020.

- 3.9 The Council is continuing to provide information to the Ministry of Housing, Communities and Local Government (MHCLG).

### ***Fire Risk Assessments***

- 3.10 All of the Council's operational buildings, alongside those managed by South Essex Homes, meet the regulatory standards in place when they were constructed, extended or altered and have up to date and reviewed Fire Risk Assessments in place. Where appropriate these risk assessments are undertaken in liaison with Essex Fire and Rescue Service.
- 3.11 The Council has appointed International Fire Consultants Limited to undertake Type 4 Fire Risk Assessments and is currently establishing a programme for the works taking into account restrictions put in place due to the Covid-19 Pandemic. Quantock and Brecon blocks have been selected for the works as they are representative of the two types of high rise residential block in the South Essex Homes portfolio. The works will involve undertaking intrusive investigations throughout the common areas and in up to 10% of flats in each block.
- 3.12 The Council and South Essex Homes will be communicating with residents in each block before the works take place and throughout the course of the investigations.

### ***Capital Investment Programme***

- 3.13 South Essex Homes has completed all technical works in relation to the installation of a pilot 'annunciation systems' in Longbow and is in discussions with the approved contractor and the system manufacturer. Final contractual negotiations are being undertaken after which the works will be progressed with a start expected in the early autumn 2020. The installation of evacuation alert systems will then be rolled out across all high rise residential blocks taking into account feedback from the pilot installation as well as any guidance emerging nationally.
- 3.14 South Essex Homes has been in detailed dialogue with a contractor identified through a suitable Framework Agreement in relation to the installation of a pilot sprinkler installation with Cecil Court selected as the residential block for the pilot scheme. Technical discussions are ongoing after which the installation will be progressed.
- 3.15 As with the Type 4 Fire Risk Assessments, the Council and South Essex Homes will be communicating with residents in each block before the works take place and throughout the course of the installations.
- 3.16 South Essex Homes' Fire Safety Manager continues to co-ordinate all fire safety activities across its stock with a focus on high rise blocks including a specific role to enhance resident engagement and respond to resident questions and concerns.

- 3.17 The Council is continuing to take forward a range of fire safety works across its operational property estate. With a number of buildings closed over the last few months due to Covid-19 lockdown requirements the Council has completed all fire stopping and compartmentation works (including fire doors where appropriate) at Chase Sports Centre, Southend Tennis and Leisure Centre and Belfairs Swim Centre.
- 3.18 Phase One works were completed at the Cliffs Pavilion in the 2019/20 financial year and full specifications and Listed Building Consent application has been completed for the Palace Theatre with works programmed for the 4<sup>th</sup> quarter of the 2020/21 financial year.
- 3.19 Works will also be undertaken at the Civic Centre, branch libraries and Southend Adult Community College during 2020/21.
- 3.20 A summary of fire improvement works undertaken to date is set out at Appendix A.

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

- 4.1 The Council could decide to maintain all operational properties in their current condition with fire improvement works and, where practicable, to bring them up to the requirements of the latest Building Regulations when they next undergo major alterations and/or extension. All operational buildings would still meet statutory requirements although it could be argued that the Council would not be meeting the section of the Regulatory Reform (Fire Safety) Order 2005 that requires Employers to 'put in place, and maintain, appropriate fire safety measures'. This option has, therefore been discounted.
- 4.2 The Council could maintain the current arrangements whereby individual building managers are identified as responsible for the buildings within which they operate. However, they will not necessarily have the knowledge and expertise to assess the impact of works on the overall fire strategy for the building whilst the majority of the Council's operational buildings do not have a permanent staff presence on site. This option has, therefore, been discounted.
- 4.3 The Council could commit to the immediate adoption of all recommendations set out within the Independent Review of Building Regulations and Fire Safety. However, whilst the Government has published a consultation in response to the Independent Review, it has yet to make any policy changes. The Council could, therefore, take action that is contrary to the Government's formal policy. This option has, therefore, been discounted.

#### **5. Reasons for Recommendations**

- 5.1.1 The Council has undertaken a fundamental review of its fire safety policies and procedures; reviewed its property stock; and put in place appropriate resources (financial and other) to ensure that it maintains its buildings in a safe condition whilst upgrading them where this is appropriate and practicable.

- 5.1.2 The Council has also recognised its ‘community leadership’ role in respect to fire safety and engaged with partners and the private sector to ensure residents, employees and visitors across the Borough are housed in, work in or visit safe premises.
- 5.1.3 The Council has considered the recommendations of the Independent Review of Building Regulations and Fire Safety and determined that it should take immediate steps to assess and enhance its duty holder requirements and to enhance opportunities for members of the public to raise concerns.

## **6. Corporate Implications**

### **6.1 Contribution to Southend 2050 Roadmap**

- 6.1.1 Within the Southend 2050 Roadmap is an outcome that ‘People in all parts of the borough feel safe and secure at all times’. Ensuring all of its buildings meet fire safety standards is a key element in delivering against this priority.

### **6.2 Financial Implications**

- 6.2.1 The Council has allocated £750,000 in each financial year specifically for fire improvement works. Other capital projects such as the Library Review Programme have also enabled the Council to invest in improving its corporate property stock.
- 6.2.2 South Essex Homes has an agreed capital investment programme for enhancement across its property portfolio. The pilot for the installation of a full sprinkler system in one high rise residential block will cost circa £400,000. Cabinet approved the addition of £400,000 to the HRA capital investment programme to be funded from HRA reserves to finance this pilot at its meeting of 25 February 2020.
- 6.2.3 Should the Council determine that sprinklers should be installed in all high rise properties this will have budget implications outside of the above allocations. This would need to be programmed into the HRA Capital Investment Programme over a period of 4-6 years at a total cost of circa £5million.

### **6.3 Legal Implications**

- 6.3.1 Buildings are required to comply with the relevant Building Regulations in place at the time of their construction or when they are extended or altered. These requirements are set out in the Building Regulation 2010 and the accompanying suite of Approved Document that support the technical “Parts” of the building regulations’ requirements.
- 6.3.2 As Building Regulations are not retrospective whilst buildings will comply with the regulations in place when they were built, extended or altered they are unlikely to meet the requirements of the latest Building Regulations. This is best illustrated by the issue of smoke alarms. Current Building Regulations require that new dwelling houses (residential properties) have mains supplied smoke detectors, which are linked to each other. However, the majority of residential properties have battery supplied detectors at best and many have no smoke detection at all.

It should be noted that the vast majority of Southend Borough Council properties managed by South Essex Homes have hard wired smoke detectors with the remainder having battery powered smoke detectors. These smoke detectors are all inspected on an annual basis and are replaced if defective as part of the annual gas boiler servicing programme. With regard to properties which are all electric their smoke detectors are also inspected annually but as a separate programme of works.

6.3.3 In relation to fire safety employers (and/or building owners or occupiers) are required to comply with the Regulatory Reform (Fire Safety) Order 2005. This principally requires that employers (and/or building owners or occupiers):

- carry out a fire risk assessment of the premises and review it regularly
- tell staff or their representatives about the risks you've identified
- put in place, and maintain, appropriate fire safety measures
- plan for an emergency
- provide staff information, fire safety instruction and training

#### 6.4 People Implications

6.4.1 The Council has a statutory requirement to ensure that all staff, tenants, residents and visitors/service users are using a safe building that complies with the Regulatory Reform (Fire Safety) Order 2005.

#### 6.5 Property Implications

6.5.1 All of the Council's operational buildings, alongside those managed by South Essex Homes, meet the regulatory standards in place when they were constructed, extended or altered and have up to date and reviewed Fire Risk Assessments in place.

6.5.2 It is the aim of the Council and South Essex Homes to progressively bring their properties in line with current Building Regulations, where appropriate and practicable, particularly in respect to fire safety and accessibility.

#### 6.6 Consultation

6.6.1 The Council has established a Tri-Partite Review Group to examine fire safety including representatives from across the Council, South Essex Homes and Essex County Fire and Rescue Service, chaired by the Deputy Chief Executive. As individual building works are taken forward consultation is undertaken with tenants, employees and service users as well as with statutory bodies such as Historic England where this is appropriate.

6.6.2 The Council, in conjunction with South Essex Homes, has responded to the Government's Consultation 'Sprinklers and other Fire Safety Measures in New High-Rise Blocks of Flats'.

## 6.7 Equalities and Diversity Implications

6.7.1 Fire Risk Assessments take account of the needs of all employees with Personal Emergency Evacuation Plans (PEEPS) in place for any employee who requires one. This is a bespoke 'escape plan' for individuals who may not be able to reach an ultimate place of safety unaided or within a satisfactory period of time in the event of any emergency.

## 6.8 Risk Assessment

6.8.1 The Council and South Essex Homes undertake a programme of Fire Risk Assessments across their operational property portfolios. All of these assessments are up to date and area reviewed on an annual basis. Additional independent Type One Fire Risk Assessments have been completed for each type of high rise residential block managed by South Essex Homes. The Council is in the process of commissioning Type 4 Fire Risk Assessments for each type of high rise residential block managed by South Essex Homes

## 6.9 Value for Money

6.9.1 All capital works are procured in accordance with the Council's Corporate Procurement Rules 2015 to ensure best value is obtained.

## 6.10 Community Safety Implications

6.10.1 The Council has a statutory requirement to ensure that all staff, tenants, residents and visitors/service users are using a safe building that complies with the Regulatory Reform (Fire Safety) Order 2005. The Council currently complies with its obligations under the Order but will be undertaking fire safety enhancements/improvements across a number of its operational buildings to, where practicable, bring them up to the requirements of the latest Building Regulations.

## 6.11 Environmental Impact

6.11.1 There are no direct environmental implications arising as a result of the works proposed in this report.

## 7. Background Papers

- Report to Cabinet on 19 September 2017 'Fire Safety Measures following the Grenfell Tower Tragedy' – Minute 307
- Report to Cabinet on 13 March 2018 'Fire Safety Report' – Minute 819
- Report to Cabinet on 18 September 2018 'Fire Safety Report' – Minute 260
- Report to Cabinet on 17 September 2019 – 'Fire Safety Report' – Minute 314
- Report to Cabinet on 25 February 2020 – 'Fire Safety Report' – Minute 856

## 8. Appendices

Appendix A – Summary of fire improvement works undertaken by South Essex Homes and Southend-on-Sea Borough Council since September 2017.

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**Summary of Fire Improvement Works Undertaken by  
Southend-on-Sea Borough Council and South Essex Homes  
September 2017 – September 2020**

**Part One - South Essex Homes**

- Fire door and screen programme undertaken across all high rise residential blocks
- Premises information Boxes fitted to all high rise residential blocks
- Fire doors and screens upgraded in sheltered housing blocks
- Sprinklers installed in hostels
- Smoke vent improvement works undertaken in high rise residential blocks
- Fire stopping and compartmentation works undertaken at Mornington House
- Floor levelling works completed across all high rise residential blocks and cold smoke drop down seals serviced.
- Design works commenced on installation of 'annunciation system' at Longbow residential block as a pilot
- Design works commenced on installation of a sprinkler system at Cecil Court as a pilot

**Part Two – Southend-on-Sea Borough Council**

- Fire door and fire stopping works completed at Civic One and Civic Two
- Fire door and fire stopping works completed at Southend Pier
- Fire door and fire stopping works completed at Southend Leisure and Tennis Centre
- Fire door and fire stopping works completed at Priory House and Delaware House
- Fire door and fire stopping works completed at project 49 and the Viking Centre
- Premises Information Boxes installed at all 'high priority' operational buildings plus University Square car Park
- Fire improvement works undertaken to bee croft car Park and Civic centre Underground North Car Park
- Fire compartmentation works undertaken at Tickfield Centre
- Fire door and compartmentation works completed at Cliffs Pavilion
- Fire door and compartmentation works completed at Cemetery Lodge and Crematorium
- Fire door and compartmentation works completed at Shoebury Leisure Centre and Chase Sports Centre

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# Southend-on-Sea Borough Council

Report of Deputy Chief Executive & Executive Director  
(Growth & Housing)

To  
Cabinet

On  
15<sup>th</sup> September 2020

Agenda  
Item No.

Report prepared by: Mark Sheppard

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## Essex Coast Recreation Disturbance, Avoidance and Mitigation Strategy (RAMS) Supplementary Planning Document (SPD)

Place Scrutiny Committee (Chair: Councillor Andrew Moring)  
Cabinet Member: Councillor Carole Mulrone  
*A Part 1 Public Agenda Item*

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### 1. Purpose of Report

- 1.1 In November 2019 Southend Cabinet agreed the draft Essex Coast Recreation Disturbance, Avoidance and Mitigation Strategy (RAMS) Supplementary Planning Document (SPD) for public consultation; delegated authority to agree minor amendments as a result of the consultation and adopt the RAMS SPD; implementation of a development tariff to be collected for all residential planning applications involving the creation of additional new dwellings; and Essex Planning Officers Association (EPOA) act as the RAMS Project Delivery Board responsible for the coordination and monitoring of RAMS, and that Elected Members from each local authority will also be involved with the governance and delivery of the project.
- 1.2 The purpose of the report is to inform Members of the findings of the public consultation on the draft RAMS SPD (**Appendix 1**) and to agree to adopt the revised SPD, presented in (**Appendix 2**); publish the adoption statement (**Appendix 3**); and to note the contents of the SEA/ HRA Screening Report (**Appendix 4**).
- 1.4 The RAMS SPD allows flexibility for each partner local authority in the method of collection of the RAMS tariff to fund habitats site mitigation.

### 2. Recommendations

- 2.1 To consider the contents of the 'You Said We Did' Feedback Report (and note the proposed amendments to the Recreational disturbance

**Avoidance and Mitigation Strategy (RAMS) Supplementary Planning Document (SPD) (Appendix 1).**

- 2.2 That Cabinet recommends that full Council adopts the RAMS SPD (Appendix 2) and agree to publish the Adoption Statement (Appendix 3) in accordance with Regulation 14 of the Town and Country Planning (Local planning) (England) Regulations 2012 (as amended).**
- 2.3 To consider the contents of the SEA/HRA Screening Report (Appendix 4) and recommend that it be published.**
- 2.4 To note that the project will be delivered through an Essex Coast RAMS Partnership Agreement between the partner authorities.**
- 2.5 Agree to delegate authority to the Deputy Chief Executive (Growth and Housing) in consultation with the Cabinet Member for Environment and Planning to make necessary minor amendments to the Supplementary Planning Document, Adoption Statement, You Said We Did Feedback Report, and SEA/HRA Screening Report (in Appendices 1 – 4) should it be necessary before adoption/publication, and to undertake all the necessary legal and procedural adoption processes.**
- 2.6 Note that in adopting the RAMS SPD Southend Borough Council will collect a tariff charge of £125.58 per dwelling unit (indexed linked) from planning applications and transfer this to the RAMS Accountable Body in accordance with the RAMS Partnership Agreement. The Council will explore and utilise a number of methods in collecting RAMS tariff to ensure the process is as effective and efficient as possible.**

**3. Background**

- 3.1 Local planning authorities have a duty as competent authorities to ensure that designated habitat areas are protected in accordance with the Conservation of Habitats and Species Regulations 2017. With increasing recreational pressure on the coast as a result of new housing development, Natural England has identified an urgent need to develop comprehensive strategies to ensure that this pressure is mitigated and does not worsen the favourable status of protected habitat sites.**
- 3.2 Natural England has therefore strongly promoted the preparation of RAMS to ensure that local planning authorities, in preparing their local plans, secure a series of mitigation measures that are not only fundable and deliverable but will endure for the lifetime of the plan and beyond. A number of such strategies have already been prepared for sensitive areas of coastline around the country as part of a partnership approach involving a number of local authorities, including the Solent, Severn Estuary, Suffolk Coast and North Kent Coast.**
- 3.3 It is clear from a number of recent examinations in public of local plans around the country, that where such mitigation strategies are not in place Natural England are likely to raise material objections to the plan's planning policy**

provisions relating to nature and habitat conservation which could be found to be ‘unsound’ by a planning Inspector. In the light of these circumstances it was resolved by the Essex Planning Officers Association (EPOA) that the best way forward to protect the Essex coastline and to facilitate local plan preparation was to prepare an Essex Coast RAMS.

- 3.4 Southend Borough Council is one of twelve partner local authorities who are working together, along with Natural England, to implement the Essex Coast RAMS. The Strategy sets out a long-term strategic approach to avoid and mitigate recreational disturbance on European designated sites along the Essex Coast, from an increasing residential population arising from new housebuilding throughout the County.
- 3.5 The RAMS aims to prevent bird and habitat disturbance from recreational activities through a series of management measures which encourage all coastal visitors to enjoy their visits in a responsible manner.
- 3.6 The RAMS SPD provides a county-wide mechanism for securing developer contributions to fund measures identified in the Strategy. The type of possible mitigation measures will vary along the Essex coast and may include those set out in Table 1 below.

**Table 1: Summary of RAMS mitigation measures**

Action Area	Examples
Education and communication	
Provision of information and awareness raising	<p>This could include:</p> <ul style="list-style-type: none"> <li>• Information on the sensitive wildlife and habitats</li> <li>• A coastal code for visitors to abide by</li> <li>• Maps with circular routes away from the coast on alternative footpaths</li> <li>• Information on alternative sites for recreation</li> </ul> <p>There are a variety of means to deliver this such as:</p> <ul style="list-style-type: none"> <li>• Through direct engagement led by Rangers / volunteers</li> <li>• Interpretation and signage</li> <li>• Using websites, social media, leaflets and traditional media to raise awareness of conservation and explain the Essex Coast RAMS project.</li> <li>• Direct engagement with clubs e.g. sailing clubs, ramblers clubs, dog clubs etc. and local businesses.</li> </ul>
Habitat based measures	

Action Area	Examples
Fencing/way-marking/screening	Direct visitors away from sensitive areas and/or provide a screen to minimise their impact.
Pedestrian (and dog) access	<ul style="list-style-type: none"> <li>• Zoning</li> <li>• Prohibited areas</li> <li>• Restrictions of times for access e.g. to avoid bird breeding season</li> </ul>
Cycle access	Promote appropriate routes for cyclists to avoid disturbance at key locations.
Vehicular access and car parking	Audit of car parks and capacity to identify hotspots and opportunities for "spreading the load".
Enforcement	<ul style="list-style-type: none"> <li>• Establish how Water Rangers operating the patrol boats can be most effective. It should be possible to minimise actual disturbance from the boat itself through careful operation.</li> <li>• Rangers to explain reasons for restricted zones to visitors e.g. for bait digging, dogs on a lead.</li> </ul>
Habitat creation	Saltmarsh recharge, regulated tidal exchange and artificial islands may fit with Environment Agency Shoreline Management Plans.
Project delivery	
Partnership working	Natural England, Environment Agency, RSPB, Essex Wildlife Trust, National Trust, landowners, local clubs and societies.
Monitoring and review	Birds and visitor surveys with review of effectiveness of measures with new ideas to keep visitors wanting to engage.

3.7 The successful delivery of the RAMS will contribute to Southend 2050 Pride and Joy outcome 3 'we have invested in protecting and nurturing our coastline, which continues to be our much loved and best used asset.

#### 4. Consultation on the Essex RAMS SPD

- 4.1 The draft Supplementary Planning Document was published for consultation between Friday 10<sup>th</sup> January 2020 and Friday 21<sup>st</sup> February 2020 in accordance with the planning consultation requirements of each Local Planning Authority.
- 4.2 The consultation was undertaken jointly by the partner Councils and hosted by Essex County Council. It was available to view and comment on the Essex County Council Citizen Space consultation portal during the consultation, and the consultation material was also available to view on partner Council websites, at main Council offices and a number of public libraries. For those who do not have access to computers, paper response forms were available.
- 4.3 The Councils consulted statutory bodies such as Highways England, Natural England, Historic England and the Environment Agency; local stakeholders including the Business Forums, Essex Wildlife Trust, Sport England, and the Police; Business Forums; developers and landowners and their agents; local businesses; voluntary and community groups; and the public, including direct email/letter notifications to all consultees registered on local authority local plan consultation databases.
- 4.4 The Essex Coast RAMS draft SPD consultation received a total of 146 comments, 87 of these being from Essex residents and 59 from various organisations. Of the resident responses, two were received from Southend on Sea. All the comments received can be viewed in full on Essex County Council's Consultation Portal at <https://consultations.essex.gov.uk/place-services/the-essex-coast-rams-spd/>
- 4.5 A summary of all representations received as part of the consultation, and proposed amendments in response to these are set out in 'You Said We Did' Feedback Report (**Appendix 1**). These amendments have been incorporated into the proposed RAMS SPD (**Appendix 2**)

#### 5. Essex Coast RAMS Partnership Working

- 5.1 The majority of the Essex coastline is protected habitat sites, designated as Special Areas of Conservation (SAC), Special Protection Areas (SPA) and international Ramsar of national and international importance for bird life stretching from the Blackwater in north Essex to the Thames Estuary as far as Thurrock in south Essex. In Southend the entire foreshore is protected by such designations.
- 5.2 Given the wide geographical spread of protected areas stretching across the Essex coastline, it was agreed by the EPOA that the most effective way of taking a RAMS project forward for the Essex coastline was in partnership. A Project Steering Group was therefore formed comprising of officer

representation from twelve local authorities, namely Castle Point, Chelmsford, Colchester, Basildon, Braintree, Brentwood, Maldon, Rochford, Southend, Tendring, Thurrock and Uttlesford. The Steering Group has been administered and supported by Essex County Council Place Services whilst representatives from Natural England have attended meetings to provide guidance and advice.

- 5.3 This joint approach also met the requirements of the ‘duty to co-operate’ provisions to ensure that local authority cross-boundary issues are adequately addressed in local plan preparation. To take this partnership approach forward a Memorandum of Understanding and Service Level Agreement was agreed and signed by the participating local planning authorities in early 2018.
- 5.4 A Partnership Agreement will help administer the project, with Chelmsford City Council volunteering to act as the Accountable Body. The Accountable Body will hold all tariff contributions from the twelve partner Councils. It will also employ the full-time Delivery Officer to oversee the project and who will be funded from the tariff contributions.
- 5.5 The governance arrangements for the project will be set out in the Partnership Agreement. In summary, work of the Steering Group, comprising one officer from each constituent authority, will be overseen by the EPOA Chief Officers Group (the Project Board) which will approve the annual work programme and mitigation priorities. EPOA Chief Officers Group will invite the Delivery Officer and Chair of the Steering Group to its meetings where the work of this Partnership is to be discussed. The Essex Coastal Forum which comprises Officers and Members from partner local authorities will also discuss the Essex Coast RAMS at bi-annual meetings.

## 6. **RAMS Tariff and Method of Collection**

- 6.1 The Essex Coast RAMS SPD proposes to charge a tariff of £125.58 per dwelling from 1 April 2020 (indexed linked) to mitigate the impacts of increased recreational pressure on the coastline, including impacts on international and national environmental designations. This charge will be pooled from the constituent authorities each financial quarter. Each constituent authority can decide how the money/ tariff will be collected from developers, with existing examples elsewhere using either Section 106<sup>1</sup> agreements, unilateral agreements and through Section 111<sup>2</sup>. The collection and monitoring of tariff monies will be the responsibility of each local authority within the partnership.

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<sup>1</sup> Town and Country Planning Act 1990 - a mechanism which makes a development proposal acceptable in planning terms that would not otherwise be acceptable. They are focused on site specific mitigation of the impact of development.

<sup>2</sup> Local Government Act 1972 - s111 (1) ...”a local authority shall have power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions”

## **7. Other Options**

- 7.1 The Council is required to meet the statutory provisions of the Conservation of Habitats and Species Regulations 2017, in relation to the protection of the habitat sites of international and European importance within the Borough from the impacts of new development. An alternative option would be to develop guidance unilaterally, which would be a greater administrative burden than working with neighbouring authorities; and would not necessarily lead to consistency of approach compared with other similar local authorities. Alternatively a do-nothing approach could put the Council at risk of legal challenge.

## **8. Reason for Recommendation**

- 8.1 To ensure that an appropriate strategy and supporting evidence is put in place to support the nature conservation provisions of the emerging Southend New Local Plan (SNLP) and to meet the requirements of the Conservation of Habitats and Species Regulations 2017.

## **9. Corporate Implications**

### ***Contribution to the Southend 2050 Road Map***

- 9.1 The successful delivery of the RAMS will contribute to the fulfilment of several spatial elements of the Council's vision and priorities, for example through Southend 2050 Pride and Joy 'we have invested in protecting and nurturing our coastline, which continues to be our much loved and best used asset.'

### ***Financial Implications***

- 9.2 Financial and human resource input is necessary to administer RAMS. The mitigation measures proposed together with the cost associated with collecting the tariff on relevant planning applications, will be covered by the total money levied from developer contributions.

### ***Legal Implications***

- 9.3 There is no doubt that local planning authorities are coming under increasing scrutiny at the examination stage of their local plan preparation process in relation to the protection of habitat sites of international and European importance. Natural England are now requiring strong mitigation measures to be put in place in local plans and realistic and deliverable funding mechanisms to implement these measures.
- 9.4 As such an Essex Coast RAMS would be of significant benefit to Southend in supporting the preparation of the SNLP and in protecting the Southend Foreshore designated sites. Whilst the Southend coastline is currently well

managed, it is coming under growing pressure from increasing numbers of visitors and residents and new resources will be required if the natural habitat of the Southend Foreshore is to continue to be adequately protected.

- 9.5 Adopting a SPD for RAMS also provides the opportunity to bid for other Government resources to mitigate the impacts of increased recreational activity on the coastline.
- 9.6 To deliver its statutory local planning function, each local authority must engage with adjoining local authorities under the Duty to co-operate provisions set out in the Localism Act. This places a legal duty on local planning authorities to engage constructively, actively and on an on-going basis to maximise the effectiveness of development plan preparation in the context of strategic cross boundary matters. The production of the RAMS SPD depends on joint cross-boundary working if the statutory obligations of meeting the provisions of the Conservation of Habitats and Species Regulations 2017 are to be effectively met.
- 9.7 Local planning authorities must demonstrate how they have complied with the duty at the independent examination of their Local Plans. If a local planning authority cannot demonstrate that it has complied with the duty then the Local Plan will not be able to proceed further in examination.

### ***People Implications***

- 9.8 Staff resources from the Strategic Planning Team have and will be required in order to contribute to the preparation, adoption and delivery of the RAMS SPD as a joint partner. As the project moves into the delivery phase there may also be a need to reappraise which staff are the most appropriate to take the project forward.
- 9.9 The collection of the RAMS tariff will likely significantly increase the number of S106 agreements required to support planning applications impacting on staff resources, particularly in legal, although a reasonable proportionate administration fee could be applied. The need for S106 agreements could be reduced and simplified by using template agreements, unilateral agreements or S111 agreements where appropriate. However, there will inevitably be significantly greater numbers of legal agreements of one form or another which will require processing by staff in planning and legal.
- 9.10 Staff resources will also be required in collecting and monitoring the RAMS tariff and ensuring the monies are transferred to the accountable body in a timely manner.

### ***Property Implications***

- 9.11 The RAMS project will contain mitigation projects affecting the Southend Foreshore including land within Council ownership.

### ***Consultation***

- 9.12 The RAMS SPD was subject to a period of 6 weeks public consultation and the 'You Said We Did' Report (**Appendix 1**) details the findings of this consultation process.

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

- 9.13 An equalities impact assessment will be produced for the SNLP. The public consultation on the RAMS SPD provides the opportunity for different sections of the community to input into the plan making process.

### ***Risk Assessment***

- 9.14 If the RAMS SPD were not to be published and taken forward to adoption there would be a real risk that the nature conservation policies of the emerging SNLP would be found to be 'unsound' by an independent Inspector at the Plan's examination in public. In addition, the absence of the mitigation projects are likely to result in increased recreational pressure on the coast to the detriment of the protected areas of natural habitat and in contravention of the Conservation of Habitats and Species Regulations 2017.
- 9.15 RAMS is a proportionate and consistent way of addressing the habitat regulations, in particular the 'in-combination' impact of new residential development, for planning applications in Southend and is being promoted by Natural England

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

- 9.16 There will be beneficial impacts on value for money by carrying out the work jointly with other Essex authorities, including the funding of projects and mitigation measures across the Essex coastline.

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

- 9.17 The RAMS SPD, as an integral part of the SNLP, will seek to improve the natural environment thereby contributing towards improving community safety.

### ***Environmental Impact***

- 9.18 A Strategic Environmental Assessment (SEA) and Habitats Regulation Assessment (HRA) Screening Report was published alongside the draft SPD.
- 9.19 The SEA process seeks to ensure that environmental and possibly other sustainability aspects are considered effectively in plans and programmes. The HRA process seeks to ensure that plans and programmes are not likely to result in significant effects on any nationally or internationally designated

wildlife sites known as European sites, either alone or 'in combination' with other plans or programmes.

9.20 The SEA/HRA screening report determines that there would be no significant effects on the environment resulting from the SPD and therefore that a SEA is not required. It also concludes that the SPD cannot have any negative effects on designated wildlife sites so there is no requirement to undertake further assessment under the Habitats Regulations 2017.

9.21 The following changes have been made to the SEA/HRA Screening Report in light of consultation comments received:

- References have been made to refer to the RAMS seeking to 'enable the conclusion of no adverse effect on the integrity of the Habitats sites' rather than the previous wording - ensuring that there will be no significant effects on the Habitats sites; and
- Inclusion of updated maps in the Appendices to be consistent with the revised SPD.

9.22 The updated SEA/HRA Screening Report is presented in **Appendix 4** to this report.

## **10. Background Papers**

10.1 The Town and Country Planning (Local Development) (England) Regulations 2012.

10.2 Planning and Compulsory Purchase Act 2004.

10.3 National Planning Policy Framework 2019.

10.4 Draft Essex Coast Recreational disturbance, Avoidance and Mitigation Strategy Report (June 2019)

## **11. Appendices**

11.1 **Appendix 1:** Essex Coast RAMS SPD 'You Said We Did' Consultation Report

11.2 **Appendix 2:** Essex Coast RAMS SPD

11.3 **Appendix 3:** Essex Coast RAMS SPD Adoption Statement

11.4 **Appendix 4:** Essex Coast RAMS Strategic Environmental Assessment (SEA) & Habitats Regulations Assessment (HRA) Screening Report



# Essex Coast Recreational disturbance Avoidance and Mitigation Strategy

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## Supplementary Planning Document (SPD)

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You Said We Did - Consultation Report  
April 2020



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## Glossary

Appropriate Assessment	Forms part of the Habitats Regulations Assessment
Annual Monitoring Report	Provides information on all aspects of a planning department's performance.
Community Infrastructure Levy	A charge which can be levied by local authorities on new development in their area to help them deliver the infrastructure needed to support development.
Competent Authority	Has the invested or delegated authority to perform a designated function.
England Coast Path	Natural England are implementing the Government scheme to create a new national route around the coast of England
General Permitted Development Order	The Town and Country Planning (General Permitted Development) (England) Order 2015 is a statutory instrument that grants planning permission for certain types of development (such development is then referred to as permitted development).
House in Multiple Occupation	A property rented out by at least 3 people who are not from 1 'household' (for example a family) but share facilities like the bathroom and kitchen.
Habitats sites	Includes SPA, SAC & Ramsar sites as defined by NPPF (2018). Includes SPAs and SACs which are designated under European laws (the 'Habitats Directive' and 'Birds Directive' respectively) to protect Europe's rich variety of wildlife and habitats. Together, SPAs and SACs make up a series of sites across Europe, referred to collectively as Natura 2000 sites. In the UK they are commonly known as European sites; the National Planning Policy Framework also applies the same protection measures for Ramsar sites (Wetlands of International Importance under the Ramsar Convention) as those in place for European sites.
Habitats Regulations Assessment	Considers the impacts of plans and proposed developments on Natura 2000 sites.
Impact Risk Zone	Developed by Natural England to make a rapid initial assessment of the potential risks posed by development proposals. They cover areas such as SSSIs, SACs, SPAs and Ramsar sites.
Local Planning Authority	The public authority whose duty it is to carry out specific planning functions for a particular area.
Natural England	Natural England - the statutory adviser to government on the natural environment in England.
National Planning Policy Framework	Sets out government's planning policies for England and how these are expected to be applied.

Recreational disturbance Avoidance and Mitigation Strategy	A strategic approach to mitigating the 'in-combination' recreational effects of housing development on Habitats sites.
Ramsar site	Wetland of international importance designated under the Ramsar Convention 1979.
Section 106 (S106)	A mechanism which make a development proposal acceptable in planning terms, that would not otherwise be acceptable. They are focused on site specific mitigation of the impact of development. S106 agreements are often referred to as 'developer contributions' along with highway contributions and the Community Infrastructure Levy.
Section 278 (S278)	Allows developers to enter into a legal agreement with the council to make alterations or improvements to a public highway, as part of planning approval.
Special Area of Conservation	Land designated under Directive 92/43/EEC on the Conservation of Natural Habitats and of Wild Fauna and Flora.
Special Protection Area	Land classified under Directive 79/409 on the Conservation of Wild Birds.
Supplementary Planning Document	Documents that provide further detail to the Local Plan. Capable of being a material consideration but are not part of the development plan.
Site or Specific Scientific Interest	A Site of Special Scientific Interest (SSSI) is a formal conservation designation. Usually, it describes an area that is of particular interest to science due to the rare species of fauna or flora it contains.
Unilateral undertaking	A legal document made pursuant to Section 106 of the Town and Country Planning Act 1990, setting out that if planning permission is granted and a decision is made to implement the development, the developer must make certain payments to the local authority in the form of planning contributions.
Zone of Influence	The Zol identifies the distance within which new residents are likely to travel to the Essex coast Habitats sites for recreation.



## Acronyms

AA	Appropriate Assessment
AMR	Annual Monitoring Report
CIL	Community Infrastructure Levy
EA	Environment Agency
EC	European Commission
EEC	European Economic Community
EWT	Essex Wildlife Trust
FAQ	Frequently Asked Questions
GPDO	General Permitted Development Order
HMO	House in Multiple Occupation
HRA	Habitat Regulations Assessment
LPA	Local Planning Authority
NE	Natural England
NPPF	National Planning Policy Framework
RAMS	Recreational disturbance Avoidance and Mitigation Strategy
RSPB	Royal Society for the Protection of Birds
SAC	Special Area of Conservation
SIP	Site Improvement Plan
SMART	Specific, Measurable, Attainable, Relevant & Timely
SPA	Special Protection Area
SPD	Supplementary Planning Document
SSSI	Site or Specific Scientific Interest
UK	United Kingdom
UU	Unilateral undertaking
ZoI	Zone of Influence

## 1. About the RAMS

### Background context

- 1.1 The Essex Coast RAMS was initiated by Natural England, the government's adviser for the natural environment in England, in 2017. Natural England identified the Habitats sites and local planning authorities that should be involved in the Essex Coast RAMS based on existing evidence of visitor pressure. Essex County Council provides an advisory role but are not one of the RAMS local authority partners.
- 1.2 The Essex Coast is rich and diverse and has many protected habitats sites (also referred to as European sites and Natura 2000 sites). These sites are protected by the Conservation of Habitats and Species Regulations (2017). Joint working offers the opportunity to protect the Essex Coast from increased recreational disturbance as a result of new housing across Essex. Likely significant effects to habitats sites from non-residential development will be considered, through Habitat Regulations Assessments, on a case by case basis by the relevant local planning authority in consultation with Natural England. A Habitat Regulations Assessment has been/ will be completed for each of the projects that form part of the England Coast Path.
- 1.3 There are numerous examples elsewhere around the country of mitigation strategies that avoid and mitigate the impacts of recreational disturbance on habitats sites, such as Bird Aware Solent, Bird Wise North Kent and Thames Basin Heaths. This is a new and growing area in the conservation community and those working on mitigation strategies regularly share good practice and assist each other.
- 1.4 Visitor surveys were carried out at key locations within each of the Habitats sites. Zones of Influence (Zoi) were calculated for each Habitats site using the survey data and these are used to trigger developer contributions for the delivery of avoidance and mitigation measures.

### Development of the strategy

- 1.5 The Essex Coast RAMS Strategy Document was completed in January 2019. Natural England provided advice throughout the preparation of the Essex Coast RAMS Strategy and 'signed off' the RAMS Strategy Document before it was finalised and adopted by local planning authorities. The local planning authority partners are collecting RAMS contributions for development within the Zone of Influence (Zoi), which will be spent on the mitigation measures package detailed in the RAMS Strategy Document. Mitigation measures are listed as: immediate, shorter to medium-term, and longer-term projects. A contingency is included and an in-perpetuity fund will be established. The first measure is staff resources: The Delivery Officer and then two rangers.

- 1.6 Through the provision of a per dwelling tariff, the RAMS enables the achievement of proportionate mitigation measures and enables development proposals of all scales to contribute to necessary mitigation. The RAMS is fully funded by developer contributions.
- 1.7 During development of the Strategy Document workshops were held with key stakeholders with local and specialised knowledge to capture the mitigation measures considered as most effective to avoid the impacts likely to result from increased recreational pressure.

### **A flexible approach to mitigation**

- 1.8 The costed mitigation package (Table 8.2 of the RAMS Strategy Document) includes an effective mix of measures considered necessary to avoid likely disturbance at key locations with easy public access. The package is flexible and deliverable and based on best practice elsewhere in England. A precautionary approach has been adopted, with priority areas for measures identified as those which have breeding SPA birds which could conflict with high numbers of summer visitors to the coast and those with important roosts and foraging areas in the winter. Sensitive habitats have also been identified for ranger visits. The mitigation package prioritises measures considered to be effective at avoiding or mitigating recreational disturbance by Habitats sites managers. For example, Maldon District Council are managing water sports on the Blackwater estuary. Encouraging responsible recreation is a key measure endorsed by land managers of important wildlife sites across the country, including Natural England, RSPB and the wildlife trusts. These bodies regularly provide educational material at sites to encourage visitors to comply with key objectives.
- 1.9 The RAMS is intended to be a flexible project that can adapt quickly as necessary. The rangers will quickly become familiar with the sites and areas that are particularly sensitive, which may change over time, and sites that experience a high number of visitors. The rangers on the ground experience will steer the project and necessary measures.

### **Monitoring and review process**

- 1.10 The Essex Coast RAMS will provide a flexible and responsive approach, allowing it to respond to unforeseen issues. Close engagement will continue with Natural England who will be able to advise if recreational disturbance is increasing at particular Habitats sites and specific locations. Thus, enabling these locations to be targeted by the rangers to have an immediate impact. Updated visitor surveys, which are included in the mitigation package, will enable the Zol to be reviewed and expanded if it is shown that visitors are travelling further than previously found. There is scope to adjust the tariff too if it is shown that contributions are not covering the identified measures, if the Zol is made smaller or to respond to changes in housing numbers across Essex.

- 1.11 The Essex Coast RAMS will be monitored and reviewed on a regular basis by the RAMS project staff. The Essex Coast RAMS will be deemed successful if the level of bird and habitat disturbance is not increased despite an increase in population and the number of visitors to the coastal sites for recreation (paragraph 1.7 of the RAMS Strategy). The baseline has been identified in the RAMS Strategy Document and will be used to assess the effectiveness of the RAMS.
- 1.12 The effectiveness of the Essex Coast RAMS has been considered/examined as part of Chelmsford City Council's Local Plan Examination. Chelmsford City Council's Local Plan Inspector's Report states that: "*Overall, the HRA concludes that there will be no adverse effect on the integrity of European protected sites, either alone or in-combination with other plans or projects, subject to the mitigation set out in the Plan policies. Natural England agrees with these conclusions and I have no substantive evidence to counter these findings. The requirement to undertake an appropriate assessment in accordance with the Regulations has therefore been met.*" The mitigation set out in the Plan policies includes reference to the Essex Coast RAMS. The Inspector states that it is necessary to incorporate RAMS into strategic policies to ensure that all relevant development within the Zol contribute accordingly and reference to RAMS should be incorporated into several site allocation policies. These modifications will be incorporated into the adopted Local Plan.

## 2. Introduction

- 2.1 The Essex Coast Recreational disturbance Avoidance and Mitigation Strategy (RAMS) Supplementary Planning Document (SPD) focuses on the mitigation that is necessary to protect the wildlife of the Essex Coast from the increased visitor pressure associated with new residential development in-combination with other plans and projects, and how this mitigation will be funded.
- 2.2 The SPD has been produced by a total of 12 Local Planning Authorities (LPAs) in Essex, which are partners in and responsible for the delivery of the RAMS. These partner LPAs are listed below:

- Basildon Borough Council
- Braintree District Council
- Brentwood Borough Council
- Castle Point Borough Council
- Chelmsford City Council
- Colchester Borough Council
- Maldon District Council
- Rochford District Council
- Southend Borough Council
- Tendring District Council
- Thurrock Borough Council
- Uttlesford District Council

## 3. Consultation

- 3.1 A draft SPD was published for consultation between Friday 10<sup>th</sup> January 2020 and Friday 21<sup>st</sup> February 2020 in accordance with the planning consultation requirements of each LPA.

- 3.2 These consultation requirements require the publication of a ‘You Said We Did’ report, which outlines details on who and how the public, organisations and bodies were consulted, the number of people, organisations and stakeholders who submitted comments, a summary of the main issues raised in the comments received, and the proposed amendments to the SPD that the LPAs intend to make in response to them.
- 3.3 Following the close of the consultation, all comments have been considered and the main issues summarised within Section 4 of this report. Where amendments have been deemed necessary as a result of any main issues, these will be factored into a new iteration of the SPD, prior to its adoption by each LPA. These amendments are set out in Section 5 of this report.

### **Who was consulted?**

- 3.4 The consultation was undertaken jointly by the 12 Councils and hosted by Essex County Council. The 12 Councils consulted the following bodies and persons:
- Statutory bodies including neighbouring councils, local parish and town councils, utility companies, health representatives and Government bodies such as Highways England, Natural England, Historic England and the Environment Agency;
  - Local stakeholders including the Business Forums, Essex Wildlife Trust, Sport England, and the Police;
  - Developers and landowner and their agents;
  - Local businesses, voluntary and community groups, and
  - The public.
- 3.5 For more details on the bodies consulted please contact the relevant partner council.

### **How did we consult?**

- 3.6 The consultation was available to view and comment on the Essex County Council Citizen Space consultation portal during the consultation period. The consultation material was also available to view on partner council’s websites, from their main offices and at a number of local public libraries. Information was also provided on the project Bird Aware website [www.essexcoast.birdaware.org](http://www.essexcoast.birdaware.org).

- 3.7 For those who do not have access to computers, paper response forms were made available.
- 3.8 The councils sent direct emails/letter notifications to all consultees registered on their Local Plan consultation databases. A public notice was also included in the Essex Chronicle advising how to respond and the consultation dates. Information on the consultation was also posted on social media.

#### **4. Consultation comments**

- 4.1 The Essex Coast RAMS draft SPD consultation received a total of 146 comments, 87 of these being from Essex residents and 59 being from various organisations. All the comments received can be viewed in full on Essex County Council's Consultation Portal at <https://consultations.essex.gov.uk/place-services/the-essex-coast-rams-spd/>.
- 4.2 Of the resident responses, the following numbers of responses were received from individual administrative areas:
- 21 were made from residents of Chelmsford;
  - 18 were made from residents of Tendring;
  - 16 were made from residents of Basildon;
  - 14 were made from residents of Braintree;
  - 12 were made from residents of Rochford;
  - 11 were made from residents of Colchester;
  - 8 were made from residents of Maldon;
  - 6 were made from residents of Uttlesford;
  - 2 were made from residents of Brentwood;
  - 2 were made from residents of Castle Point;
  - 2 were made from residents of Southend-on-Sea; and
  - 0 were made from residents of Thurrock.

#### **5. The main issues raised**

- 5.1 Comments were received on a wide range of themes, relating to the SPD, the RAMS itself and also the format of the consultation exercise.

- 5.2 A number of themes emerge through reviewing the comments received. These themes respond to the comments that were made by a number of respondents, or otherwise pointed out areas of improvement for the SPD as consulted upon.
- 5.3 Table 1 below sets out the main issues received during the consultation. Table 2 (in Section 6) then details the changes to be made to the SPD. A summary of all representations received is included later in this report.

**Table 1 – Main issues raised**

<b>Main issues raised</b>
<b>Confusion about the purpose and aims of the RAMS</b> – including the need for jargon and acronyms to be explained; the SPD to cover all wildlife on the coast not just birds and to also address sea level rises and coastal erosion caused by climate change; confusion regarding the role of Essex County Council in implementing RAMS; confusion over who pays the tariff; and that mitigation payments should be ring fenced towards care for people not wildlife.
<b>Scope and detail of mitigation measures</b> – only relevant and necessary mitigation should be provided, based upon the scale of the proposal, its use and the site context, to accord with the Community Infrastructure Levy Regulations. SPD could also provide some examples of physical mitigation measures, for instance prevention of powered water sports or exclusions for wind powered watersports, and restrictions on off-lead dogs near areas known for ground nesting birds.
<b>Concern regarding the effectiveness of the RAMS approach</b> – concerns include it's an overly bureaucratic process to collect small sums, there is a lack of scientific evidence to demonstrate provision of alternative green space will detract from visits to SPA/Ramsar sites; question deliverability of mitigation, question provision for enforcement of tariff collection.
<b>Query whether key stakeholders have been involved in the RAMS</b> - including Essex Wildlife Trust, RSPB, Bug Life, Woodland Trust, National Trust, CPRE, British Trust for Ornithology, and local ornithology groups.
<b>Will habitats sites continue to be protected as a result of Brexit?</b>
<b>The RAMS will allow inappropriate development</b> – RAMS will allow harmful development to proceed; will fast track planning applications; no control or scrutiny of cumulative impact of smaller planning applications; does not consider development outside Zones of Influence; total avoidance of disturbance should be an option; should be no more building in Essex, and none on or adjacent to important coastal wildlife sites.
<b>Money should be spent on other projects</b> - funding should not be taken away from essential services to fund the strategy.
<b>Concern with the Zones of Influence</b> – regarded by some as too small and by others as too big; also the zoned tariff should be based upon the number of Zones of

**Main issues raised**

Influence a site is within and the distance it is away from the Zone of Influence should be applied. In addition, the mapped Zones of Influence for the Blackwater Estuary, Stour Estuary and Hamford Water stretch into the Suffolk Coast RAMS area. This could be confusing for developers of new dwellings in south Suffolk, as it implies that a contribution is required to the Essex Coast RAMS, in addition to the Suffolk Coast RAMS.

**The tariff is set too high, or alternatively too low** – e.g. not realistic, should be based on a percentage of the purchase price of a property. Also considered that the number of dwellings which are currently identified to be built over Local Plan periods until 2038 does not accurately reflect the number which will actually come forward, so the contributions collected would exceed the overall cost for the mitigation package. The tariff should also reflect the size of the dwelling so that more is paid for larger dwellings. All authorities must also test the level of contribution, alongside all their policy requirements contained in their Local Plans to ensure that the contributions are viable.

**Adequacy of proposed budget and staff to deliver project across such a wide area** – staff level and costs are too low; alternative view is that funding for personnel is excessive and the work duplicates that of other stakeholders. Also unclear what assumptions have been made in respect of overheads on top of salary costs for the staff identified as being needed.

**Concerns about monitoring (the tariff and Zones of Influence)** – monitoring should be more frequent.

**Other land uses should come within the scope of the tariff** - including tourist accommodation and caravan parks/chalets, airport related development, other commercial development.

**Perceived conflict of RAMS purpose and aims with the England Coast Path project which will increase access to the coast, and existing and future strategies for tourists and residents to access and enjoy the coast, for economic growth and health and wellbeing.**

**Alternative to paying into the RAMS should not be allowed, or if it is the process should be clarified** - developers may use this alternative as a way of avoiding the payments without showing any real commitment to the alternative. If allowed, the SPD would be more effective if it clearly sets out the process for agreeing bespoke mitigation for strategic sites.

## 6. Proposed amendments to the Supplementary Planning Document (SPD)

6.1 In response to the main issues summarised in Section 5, this report sets out a number of amendments that will be forthcoming in a new iteration of the SPD. These amendments have been agreed by all of the partner LPAs. The following table outlines this schedule of changes.

**Table 2 – Schedule of amendments to the SPD**

Amendment	
1	A glossary and list of acronyms and a description of what they mean is included within the Supplementary Planning Document (SPD); however, it is proposed that the Glossary and Acronym sections are moved to the beginning of the SPD. Further amendments to expand the Glossary and list of Acronyms included within these sections to reflect all of those used in the SPD, RAMS and supporting documents.
2	Amendments clearly setting out how overheads and other costs have been identified within the RAMS mitigation package are proposed within the SPD.
3	The first paragraph of the SPD will be amended to state 'birds and their habitats' rather than 'Wildlife' to make it clearer from the outset as to what wildlife the RAMS and the SPD seek to protect.
4	Once approved the South East Marine Plan as well as the East Inshore and East Offshore Marine Plans will become part of the Development Plan for the relevant LPAs. An amendment to recognise these Plans, and their policies, within the SPD is proposed.
5	An amendment to include fishing / bait digging to paragraph 2.2 is proposed.
6	An amendment to refer to the 'Outer Thames Estuary SPA' rather than the 'Thames Estuary SPA' is proposed.
7	Amendments to replace existing maps with higher resolution images are proposed.
8	An amendment introducing additional clarification within Paragraph 3.7 is proposed. This will ensure that the SPD is more explicit regarding proposals for single dwellings being subject to the RAMS tariff.
9	An amendment to the SPD setting out the requirements of development proposals in regard to statutory HRA procedures and on-site mitigation, and the specific effects the RAMS will mitigate in accordance with Regulation 122 of the CIL Regulations, is proposed.

Amendment	
10	An amendment justifying the inclusion of C2 Residential Institutions and C2A Secure Residential Institutions as qualifying within the scope of tariff payments is proposed.
11	Within the 'useful links' section, an amendment to include the National Planning Policy Framework (NPPF) is proposed.
12	It is proposed that the SPD is amended to set out that all non-residential proposals are exempt from the tariff.
13	It is proposed that the map in Appendix 2 of the Essex Coast RAMS SPD SEA/HRA Screening Report be amended to reference the Outer Thames SPA designation.
14	Amendments are proposed that reiterate the requirement for project-level HRA/AA of development proposals which will explore the hierarchy of avoidance and mitigation, and that the SPD is relevant to 'in-combination' recreational effects only.
15	Amendments are proposed to the SPD and the Essex Coast RAMS SPD SEA/HRA Screening Report to clearly set out that the intention of Essex Coast RAMS mitigation to enable the conclusion of no adverse effect on the integrity of the international designated sites.
16	An amendment to the relevant map in the SPD and RAMS is proposed, which will remove all areas of Suffolk from the Zone of Influence.
17	It is proposed that an amendment explaining more clearly the relationship between the effects of a population increase resulting from net new dwelling increases is included within the SPD.
18	An amendment is proposed to include all measurements in miles as well as kilometres.

## 7. Detailed summaries of the comments received

7.1 Tables 3 to 13 of this report shows a summary of the comments received during the consultation on the Essex Coast RAMS draft SPD. The summaries do not seek to identify all the issues raised in the representations. These tables however show:

- The name and type (resident / organisation) of each respondent;
- A summary of the main issues raised in the comments per section of the draft SPD; and



- The LPAs' response to each main issue and whether actions and / or amendments are considered necessary as a result.

7.2 A number of respondents suggest ideas for how to better manage visitors to the Essex Coast e.g. keep dog on leads, fencing, restore Oyster reefs. These will be reviewed by the project Delivery Officer and Rangers once they are appointed and have not been specifically responded to in tables 3 to 13.



## Section One - Introduction

**Table 3 – Section One: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	There should be no use of acronyms in the Report.	A list of acronyms and a description of what they mean is included within the Supplementary Planning Document (SPD). It is however proposed that the Acronym section is moved to the beginning of the SPD. No amendment proposed.
2	Mr Alan Hardy	Resident	I believe there is a need for clear policies and regulation and the whole document seems to take that approach. Future policy must support and enhance all Government and legal policies already existing and where necessary provide greater protection than required by statute. I think there should be greater reference to flood risk, management and mitigation and how this can impact or be integrated into recreational use and habitat protection.	The SPD is related only to those 'in-combination' recreational impacts identified through the Local Planning Authorities' (LPAs) Local Plan Habitats Regulations Assessment / Appropriate Assessment. No amendment proposed.
3	Mrs Frances Coulsen	Resident	No comments as this section seems to set out the facts.	Noted. No amendment proposed.
4	Mrs Amy Gardner-Carr	Resident	The building of homes is the threat to the natural habitat. The suggestion of a tariff for avoidance is ridiculous in the face of mounting and current evidence that destruction of habitat is having disastrous effects on wildlife. Move the builds to somewhere else, not the habitats.	The SPD is related only to 'in-combination' recreational impacts and not habitat loss. No amendment proposed.
5	Mr Brian Springall	Resident	Before protecting wildlife, the Council needs to get its housing development plans sorted & improve the district's infrastructure i.e. roads, flood protection etc.	The need for the Essex Coast Recreational disturbance Avoidance Mitigation Strategy (RAMS) and the SPD stems from planned growth. Local Plans have been prepared or are in preparation and set out the housing need and infrastructure requirements for each Council area. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
6	Mr Terry Newton	Resident	No comments. It's an introduction and no information is given, other than to outline how you have set out the sections, and in what format you have set out the document.	Noted. No amendment proposed.
7	Mr Brian Mills	Resident	Cannot see any contingency for enforcement or punitive action, if required results are not obtained / maintained.	Section 4.8 of the SPD sets out that if the tariff is not paid on qualifying proposals, or if suitable mitigation is not provided, then planning permission should not be given. No amendment proposed.
8	Mr Charles Joynson	Resident	I don't think £8.9 million is enough to cover mitigation over such a long time period. Developers could and should contribute far more than £122.30 per dwelling. I do not believe that this is sufficient funding to fully mitigate the effects of new housing on the Essex Coast.	The Essex Coast RAMS SPD sets out a tariff that will be used to fund mitigation related to 'in-combination' recreational effects only. The tariff is 'evidence based' and has been calculated by dividing the cost of the RAMS mitigation package by the number of dwellings (housing growth) proposed in LPA Local Plans. The tariff will be subject to review during the life of the RAMS project. Other mechanisms and requirements exist outside the scope of the SPD for other required and related mitigation. No amendment proposed.
9	Mr Nigel Whitehouse	Wildlife Defenders	We believe we need to protect all wildlife on our coast not just birds. Protected areas for wildlife should be provided.	The Essex Coast RAMS SPD relates only to the effects on Habitats sites (as defined) which are designated on the Essex Coast in relation to birds. Other forms of mitigation addressing any effects on other designations across Essex are not within the specific scope of the SPD. The first paragraph of the SPD will be amended to state 'birds and their habitats' rather than 'Wildlife'

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				to make it clearer from the outset as to what wildlife the RAMS and the SPD seek to protect.
10	Mrs Mary Drury	Resident	Documents and plans are on paper, and it is only man power that will make any positive outcome for wildlife, wherever it manages to survive. The only change necessary is to stop building on the Green Belt, as it acts as rich habitats and has benefit to humans. It is vital that building on flood plains is stopped. There is a need to stop ignoring local advice and knowledge.	The Essex Coast RAMS SPD relates only to the effects on Habitats sites (as defined) which are designated on the Essex Coast. The tariff is proposed to fund a RAMS Delivery Officer and Rangers. Other forms of mitigation addressing effects on other designations across Essex are not within the specific scope of the SPD. The distribution of new development growth is a matter for individual LPAs through their Local Plans. No amendment proposed. Not all of Essex is within the Green Belt.
11	Mrs Alwine Jarvis	Resident	I agree that changes are necessary although I don't quite follow the costs broken down in Appendix 2.1. The cost of a delivery officer at £45k seems very high and the cost of a ranger at £36k is also high. I am also questioning the table which shows for year 2 - one ranger then on the next line year 2 one ranger again. So is the suggestion we recruit 2 rangers at year 2, or is there a mistake in the table whereby this line has been duplicated?	The mitigation package 'total costs' for the Delivery Officer and Rangers include the salary cost and necessary overheads. Amendments clearly setting out how overheads and other costs have been identified within the RAMS mitigation package are proposed within the SPD. A total of three Rangers are proposed in the mitigation package: two for Year 2 and one additional ranger from Year 5. No amendment proposed.
12	Ms Rachel Cross	Resident	What are the aims of the SPD? Have the Essex Wildlife Trust, RSPB, Bug Life, Woodland Trust, National Trust, CPRE, British Trust for Ornithology, local ornithology groups and Site of Special Scientific Interest (SSSI) councils been involved or consulted? How have other areas like	The SPD sets out a mechanism for funding mitigation, which is outlined in more detail in the RAMS document, a link to which was provided as part of this consultation. The approach is

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			Pembrokeshire approached this? Has the local government association got some best practice examples to benchmark against?	similar to other strategies across the country as endorsed by Natural England; a common stakeholder regarding Habitats sites. Various groups have been invited to respond to this consultation including Essex Wildlife Trust (EWT) and the Royal Society for the Protection of Birds (RSPB). Amendments proposed to the SPD in response to the comments received are set out in section 5 of this Report.
13	Ms Caroline Macgregor	Brightlingsea village councillor	I believe that developer contributions should be more per dwelling to offset the costs of protecting wildlife. I also believe protected areas should be extended.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Protecting wildlife from development is and can be ensured and funded through other mechanisms. The extension of protected areas is not within the scope of the RAMS or the SPD. No amendment proposed.
14	Mr Christopher Marten	Resident	Planners do not necessarily have the appropriate knowledge about understanding the type of habitat required for wading wildfowl. The RSPB must be consulted on every application. If wetland wildfowl are disturbed, they will not return.	The Essex Coast RAMS has been devised and will be managed by specialist ecologists and proposes strategic mitigation regarding in-combination recreational effects only. Habitat creation forms part of the mitigation package, and the Strategy and SPD recognise that there will be a need to work with landowners and the Environment Agency. The RSPB are consulted on relevant planning

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				applications in line with LPA procedures. No amendment proposed.
15	Mr Peter Dervin	Resident	Funding should not be taken away from essential services to fund this.	The funds collected will not take any funding away from essential services. The RAMS funding will help support critical environmental services and initiatives along the Essex Coast. No amendment proposed.
16	Mr Neil Hargreaves	Resident	<p>I am uneasy with creating or extending yet another bureaucracy. This one to collect very small sums from new housing developments, in our case some way from the coast. This is hypothecation which normally is frowned on, because among other things it requires a heavy admin cost. I think these things should be properly funded at a national level. It needs a continuing funding from all of us not one-off payments from landowners / developers with no certainty of income stream and 99.9% of the nation not contributing.</p> <p>And what about the reverse? New developments near the coast will burden for example Stansted Airport. On this same principle Uttlesford should receive payment to mitigate the impacts of surrounding development on our area.</p> <p>Perhaps we should be contributing towards marine conservation?</p>	The Zone of Influence has been justified through visitor surveys at the Essex Coast, determining that existing residents within it travel to the Essex Coast for recreation. The SPD is required to fund the mitigation required of the effects from future housing growth within the Zone of Influence, and it is considered appropriate that these are paid for through a planning contribution. The impacts of development in Uttlesford are a matter for the Uttlesford local plan No amendment proposed.
17	Mr Brian Jones	Resident	The section is clear enough, except the use of jargon is likely to deter people.	Noted. Where technical terminology and acronyms are used, these are defined in the SPD. Efforts have been made to ensure that the SPD is clear, minimises the use of jargon. An abbreviations list is also provided. No amendment proposed.
18	Dr John L Victory	Resident	The proposed England Coast Path will directly affect these areas and should be highlighted in this process of mitigation. Consultation with interested bodies must include that of the Essex Local Access Forum - a	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Members

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			statutory body that advises authorities on strategy for Public Rights of Way.	of the Essex Local Access Forum were consulted where they appear on LPA databases. No amendment required.
19	Mr Andrew Whiteley	Resident	I would like to see less focus on developers' requirements and more focus on Essex residents, wildlife, climate impact and infrastructure support.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Local Plans are dealing with the other impacts of new development. No amendment required.
20	Mr Peter Bates	Resident	No changes required.	Noted. No amendment proposed.
21	Mr Stephen Ashdown	Resident	The document is not written in plain English and is confusing to the reader, especially those not aware of jargon and specific language used. This document is not written with the entire residents of the area in mind and excludes many who would benefit from inclusion, many of whom would be users of the coastal areas supporting wildlife.	Noted. Where technical terminology and acronyms are used, these are defined in a glossary. Efforts have been made to ensure that the SPD is clear, minimises the use of jargon. An abbreviations list is also provided. No amendment proposed.
22	Mr Graham Womack	Resident	<p>It is unclear what other 'plan and projects' (in addition to residential developments) are to be considered as within the scope. The Essex County Council's Green Space Strategy (2019), encouraged organisations responsible for managing wildlife sites to become self-funding through commercial activities provided at their sites. This is likely to increase the footfall at these sites (including those on the coast), even before new developments are considered.</p> <p>Has any work been done to estimate the expected visitor numbers to the Essex Coast, both now and for future years?</p>	The Essex Coast RAMS has been developed in response to the recommendations of each partner LPA's HRA/AA work for their emerging or adopted Local Plans. These HRA/AAs set out those other plans and projects that in combination with the Local Plans may have effects on recreational disturbance at the Essex Coast. The Essex Coast RAMS process began with visitor surveys and counts at the Essex Coast to determine the extent of the Zone of Influence. No amendments are proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
23	Mr Kevin Smith	Resident	The Geese overwintering on Hanford Water appear to be greatly reduced this year (2019/20); this would be to wild-fowlers rather than local development, this seems to be too narrow minded to easily blame developers.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only on the Essex Coast. The SPD therefore, does not blame the developers, but assesses the impact of increased visitors to the coast as a result of increased population within most of Essex. No amendment proposed.
24	Mrs Anne Clitheroe	Essex County Council	Essex County Council is satisfied with the content of the Essex Coast RAMS SPD and confirms that it wishes to continue to be engaged in this process.	Noted. No amendment proposed.
25	Mrs Joanna Thornicroft	Resident	It was difficult to locate the RAMS which needed better signposting.	Noted. The RAMS was available as a supporting document during the consultation period and is available at <a href="https://essexcoast.birdaware.org/home">https://essexcoast.birdaware.org/home</a> . No amendment proposed.
26	Mr Mark East	Resident	I do not consider that the proposals in the first instance avoid harm. It appears that the strategy is to fast track planning applications and there is insufficient evidence that alternative site allocation for development outside of the Zone of Influence has been considered. On the contrary it is clear that proposals tend to concentrate development within the Zone of Influence. I believe the intent of the author(s) of the legislation are to avoid harm and if it can't be avoided then to move to mitigation and finally compensate. It is understood that English High Court's ruling that mitigation was acceptable without consideration of avoidance was over-ruled by the ECJ.	The SPD does not promote fast tracking planning applications and makes little difference to the speed of applications or prioritising applications for developments which make a contribution. The impact on habitats is one of many considerations in determining planning applications, and agreement to pay the contribution does not mean that an application will be granted if other factors mean it should be refused. The consideration of alternative site allocation outside of the Zone of Influence represents Stage 3 of the HRA process and if deemed necessary would be applicable to the

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				HRAs of the LPAs' Local Plans. The HRAs of the LPAs' Local Plans all considered, at Stage 2 of that process (AA), that mitigation is possible to ensure that development proposals would not have any in-combination recreational effects on the Essex Coast's Habitats sites. The RAMS exists to set out that mitigation, and the approach has been endorsed by Natural England as the relevant statutory authority. As such, there was no need for any of the Local Plans to progress to Stage 3 of the HRA process. No amendment proposed.
27	Mrs Michelle Endsor	Resident	Mitigation is purely speculative and unproven. The expansion of London Southend Airport with its added noise and pollution has already done untold damage to wildlife. The Council would rather build on land that may disrupt the habitat of endangered wetland birds and wildlife than utilise urban and industrial sites.	The Essex Coast RAMS toolkit (Table 4.1 of the SPD) sets out monitoring arrangements, amounting to 'birds and visitor surveys, including a review of the effectiveness of mitigation measures.' The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. No amendment proposed.
28	Mr David Gollifer	Resident	The outline of proposals are satisfactory to protect wildlife particularly migrating birds.	Noted. No amendment proposed.
29	Mrs April Chapman	Resident	A map of the Zone of Influence would help at this earlier stage.	Noted. An improved map of the Zone of Influence is proposed to be included earlier on in the SPD where it is first mentioned.
30	Mrs Linda Findlay	Resident	Good to see a raise in profile of environmental concerns. Congratulations on work to restore wetlands for the benefit it brings.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
31	Mrs Susie Jenkins	Brightlingsea Nature Network	<p>I feel that disturbance being avoided totally should be stated more clearly as an option. If we are to halt the decline in the UK's wildlife, there are undoubtedly areas where the habitat needs to take a precedence and be left undisturbed.</p> <p>At the moment the introduction appears to immediately be putting forward a message that LPA's have the go ahead to accommodate people disturbing natural areas through mitigation.</p>	The specific scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth. Imposing restrictions on access to areas of the Essex Coast is a possible mitigation measure. No amendment proposed.
32	Councillor Frank Belgrove	Alresford Parish Council	There could be some explanation in this section - so at an early stage in the document - of the type of physical arrangements that could be implemented to mitigate the effects of increased visitor pressure.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Other forms of on-site mitigation will be delivered through other mechanisms and through measures recommended within project-level HRA/AAs, which will still be necessary for individual development proposals. No amendment proposed.
33	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch	Pollution from sewerage works is a problem. Anglian Water are not keeping pace with the explosion of new housing being built in the south east. There is now a very serious lack of infrastructure, which includes road and fresh water run off. The sea wall, tidal mud flats and salt marshes, etc do make a good natural barrier.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Local Plans take into consideration the wider impacts of new development on infrastructure such as sewerage and water supply. No amendment proposed.
34	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	It would appear that this document thinks that simply raising money will protect the birds and the wildlife on the Essex Coast. There are many other aspects to consider, e.g. The coastal footpath should be abandoned / The Essex Wildlife Trust should cease bringing coachloads of children to the Walton cliffs looking for fossils / The right to roam should be restricted / Planning committees should restrict development in Conservation Areas	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only and to deliver the mitigation proposed in the RAMS.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			/ An artist's impression 2019 of a proposal between Crossrail and the RSPB to develop Wallasea Island into a wetland site for birdlife shows a maze of pathways and viewing areas for the public.	The SPD sets out how the tariff, and how the money will be collected and spent. No amendment proposed.
35	Mr Peter Steggles	Resident	There must be allocated areas for similar activities namely jet skis, water skiing, sea kayaking etc and education of the general public too. New homeowners should be included and given the opportunity to take 'pride of ownership' and take part in clean-up projects etc.	The RAMS document outlines and justifies the various strategic mitigation measures proposed. No amendment required.
36	Mr Hugh Toler	Blackwater Wildfowlers Association (BWA)	First, the BWA supports the principle of preventing an increase to disturbance of wetlands on the Essex coastal area. Secondly, we recognise that some level of visitors to the wetlands is both necessary and unavoidable and would like to consider the current state as a baseline.	Noted. No amendment proposed.
37	Councillor Jenny Sandum	Braintree District Council	Very much welcome the requirements for mitigation.	Noted. No amendment proposed.
38	Mr Mark Nowers	RSPB	Whilst we were an active and willing participant in the workshops that took place in 2018, we were not invited, nor given the opportunity to comment on the Habitats Regulations Assessment for this strategy. Crucial to the success of this strategy is: 1. effective monitoring of recreational activity; 2. effective monitoring and analysis of impacts on waterbird populations (WeBS data is useful but this only covers roosts at high tides and will not cover the impacts on feeding birds on mudflats or functionally-linked cropped lands for foraging dark-bellied brent geese); 3. access management strategies that are tailored to each site; 4. effective coverage of sites by the right number of rangers at key sites and at key times of the week/weekends and the right periods in the day, i.e. early morning dog-walks; 5. rangers should be full-time throughout the year to ensure expertise and site knowledge is retained and face-to-face time with the public is prioritised over administration and other tasks; 6. The strategy must take advantage of the best practice developed elsewhere in the country, i.e. Bird Aware Solent, and seek to continually evolve and avoid re-inventing the wheel.	The Essex Coast RAMS SPD Strategic Environmental Assessment (SEA) / Habitats Regulations Assessment (HRA) Screening Report accompanied the SPD as part of this consultation and was separately subject to consultation with the statutory consultees of Natural England (NE), Historic England (HE) and the Environment Agency (EA).  It can be considered that the points made may be addressed if appropriate through the actions of the Delivery Officer. The involvement of the RSPB is welcomed and once approved, the Delivery Officer will engage directly with key local stakeholders including RSPB. The effectiveness of the

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				mitigation will be monitored as outlined within Section 6 of the SPD. The project is considered best practice elsewhere and in 2019 become part of the Bird Aware brand. No amendment proposed.
39	Mrs Jackie Deane	Great Dunmow Town Council	The Town Council is supportive of the proposals.	Noted. No amendment proposed.
40	Mr Gavin Roswell	Resident	In 1.1, the wording 'is necessary' is alarmist, as it is only the opinion of a relatively small amount of people. There are studies out there that are in complete contradiction to the whole RAMS ethos, but the agenda cloaking has already started, with narrow focus groups promoting their thoughts as fact.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only and to deliver the mitigation proposed in the RAMS. The RAMS is evidence-based and has been developed in conjunction with Natural England. No amendment proposed.
41	Mr Stephen Tower	Resident	Protecting wildlife is of utmost importance.	Noted. No amendment proposed.
42	Miss Georgie Sutton	Marine Management Organisation (Planning)	<p>Planning documents for areas with a coastal influence may wish to make reference to the MMO's licensing requirements and any relevant marine plans to ensure the necessary considerations are included. In the case of the SPD, the draft South East Marine Plan is of relevance. The South East Marine Plan is currently out for consultation until 6th April 2020. As the plan is out for consultation, it is now a document for material consideration.</p> <p>All public authorities taking authorisation or enforcement decisions that affect or might affect the UK marine area must do so in accordance with the Marine and Coastal Access Act 2009 and any relevant adopted Marine Plan, in this case the draft South East Marine Plan, or the UK Marine Policy Statement (MPS) unless relevant considerations indicate otherwise. Please see suggested policies from the draft South East Marine Plan that we feel are most relevant. They are provided only as a</p>	Once approved the South East Marine Plan as well as the East Inshore and East Offshore Marine Plans will become part of the Development Plan for the relevant LPAs. An amendment to recognise these Plans, and their policies, within the SPD is proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>recommendation and we would suggest your own interpretation of the South East Marine Plans is completed: MPAs, Tourism and Recreation, Biodiversity, Disturbance, Marine Litter, Water quality, Access.</p> <p>The area in the Stour Estuary Zone of Influence and the Hamford Water Zone of Influence also extend into the East Marine Plan area. Therefore, you may need to consider the East Inshore and East Offshore Marine Plans as well. Please see suggested policies which may be of relevance: Social, Ecology, Biodiversity, MPAs, Governance, Tourism and Recreation.</p>	
43	Ms Liz Carlton	Resident	<p>While we understand the need for more housing, we feel very strongly that mitigation in this area is essential. We are not sure that the tariff of £122.30 per dwelling will suffice to protect the area for wildlife. We believe that it will be imperative to ensure that some areas are restricted and protected as wildlife only areas. There will need to be a budget for ensuring that damage is monitored, and repair is carried out before becoming irreversible.</p>	<p>The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Other forms of mitigation will be delivered through other mechanisms and through measures recommended within project-level HRA/AAs, which will still be necessary for individual development proposals. No amendment proposed.</p>
44	Mr Steve Betteridge	Resident	<p>While we understand the need for more housing, we are not sure that the plan to charge residents for this mitigation will be sufficient to protect the area for future generations.</p>	<p>The tariff is charged to developers not residents. The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Other forms of on-site mitigation will be delivered through other mechanisms and through measures recommended within project-level HRA/AAs, which will still be necessary for individual development proposals. No amendment proposed.</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
45	Mr Bernard Foster	Resident	Some projects that would mitigate potential damage to RAMS areas flounder for a variety of unnecessary reasons. There should be a specific section, referenced, that would cover areas in and around the Zone of Influence that would assist in protecting various sections within the RAMS format. It should enable LPA's, parish councils etc to support and draw support from governing bodies in areas that they cannot directly control such as Essex Highways. Regulations around unauthorised developments need to be changed for these types of areas to give the planning and enforcement groups some support, stopping the irritating and harmful occupations that can go on for years.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only and to deliver the mitigation proposed in the RAMS. Essex Highways and LPA planning enforcement are outside the scope of the SPD. No amendment proposed.
46	Mr Mark Marshall	Resident	The consultation is a great step forward for conservation. It may not address all problems, but awareness is the key.	Noted. No amendment proposed.
47	Mr Tim Woodward	The Country Land & Business Association (CLA)	No comments on this introductory section.	Noted. No amendment proposed.
48	Parish Clerk Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS.	Noted. No amendment proposed.
49	Mrs Jenny Clemo	Langford & Ulting Parish Council	Langford & Ulting Parish Council agree that it is necessary to protect the wildlife of the Essex Coast from increased visitor pressure associated with new residential development. There is also a need to protect the wildlife on the rivers and canals in Essex as the increase in population will lead to an increase in the use of them for amenity purposes (walking, boating, fishing, dog walking, cycling etc).	Noted. No amendment proposed.
50	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	It is worth explaining here that Bird Aware Essex Coast is the brand name of the Essex Coast Recreational disturbance Avoidance and Mitigation Partnership.	An amendment is proposed to explain the role of Bird Aware Essex Coast within this section of the SPD.
51	Ms Beverley McClean	Suffolk Coast & Heaths AONB team	The AONB team is not proposing any changes to the Introduction section of the RAMS SPD.	Noted. No amendment proposed.
52	Mrs Cecilia Dickinson	Resident	I don't like this format - section by section.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Section Two – Summary of the Essex Coast Recreational disturbance Avoidance and Mitigation Strategy

**Table 4 – Section Two: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Frances Coulson	Resident	As we cannot stem building unfortunately, this seems to set out the facts.	Noted. No amendment proposed.
2	Mrs Aileen Cockshott	Resident	Apply protective measures for protected areas of the coast - prevent powered water sports and set out exclusion zones for wind powered water sports. Dogs should be kept on lead near areas known for ground nesting birds. If protective measures are broken, then hefty fines should be imposed.	The mitigation proposed within the RAMS does not seek to prevent visitors to the Essex Coast, rather its focus is on raising awareness of issues at the coast and to foster positive behaviours. No amendment proposed.
3	Mrs Amy Gardener-Carr	Resident	Do not build here.	All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. No amendment proposed.
4	Mr Philip Dangerfield	Resident	Ensure that protection of the coast is spread evenly across the whole of Essex. Those who visit areas that are now more populated may visit more remote areas of the coastline home to nesting birds.	This is a principal aim of the RAMS and SPD. No amendment proposed.
5	Mr Bob Tyrrell	West Bergholt Parish Council	Agree and support the SPD.	Noted. No amendment proposed.
6	Mr Brian Springall	Resident	Before protecting wildlife, the Council needs to get its housing development plans sorted & improve the district's infrastructure i.e. roads, flood protection etc.	The need for the Essex Coast Recreational disturbance Avoidance Mitigation Strategy (RAMS) and the SPD stems from planned growth within the LPAs' adopted or emerging Local Plans. Local Plan progression is

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				ongoing within each of those partner LPAs that do not have an adopted Local Plan. No amendment proposed.
7	Mrs Julie Waldie	Resident	Happy to see wildlife taken into consideration.	Noted. No amendment proposed.
8	Mr Terry Newton	Resident	Use counties in the West Country as case studies for successful coastal management.	Elements of RAMS across the country have been considered in the formulation of the Essex Coast RAMS, where relevant to the Essex Coast. No amendment proposed.
9	Mr Brian Mills	resident	I agree with assessment.	Noted. No amendment proposed.
10	Mrs Angela Harbottle	Resident	Include wildlife protection measures such as RAMS within Essex Local Authority Local Planning documents.	The need for strategic mitigation in the form of the RAMS has been included in relevant emerging and recently adopted LPA Local Plans. No amendment proposed.
11	Mr David Kennedy	Resident	Expansion of Southend Airport contradicts Essex RAMS commitments by supporting development that would impact on nesting birds on Wallasea Island. Air traffic collision with bird population could result in disaster.	The SPD is related only to in-combination recreational impacts identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
12	Mr Charles Joynson	Resident	Why does the Essex RAMS document not include the protection of seals / seahorses? How will the tariff fund the protection of the coast? Include more manned exclusion zones along the coast to prevent disturbance from dog walkers.	The Essex Coast RAMS SPD relates only to in-combination recreational effects on Habitats sites (as defined) which are designated on the Essex Coast in relation to birds. Other forms of mitigation addressing other effects and on other designations across Essex are not within the specific scope of the SPD. No amendment proposed.
13	Mr John	Resident	Development should not be permitted on or adjacent to important coastal wildlife sites.	Noted. This is matter for individual Local Plans. The RAMS allows for new

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	McCallum			coastal residential development subject to providing appropriate mitigation measures. No amendment proposed.
14	Mrs Mary Drury	Resident	Implement more sets of coastal pathways. Stop speed boat usage along protected coastline. Prevent blocking of PROW. Ensure footpaths are open 24/7 and include more bins and maps. Clear pathways at coastal sites such as Danbury Common – brambles force members of public to overuse specific paths.	Noted. Maintenance of footpaths is not within the scope of the SPD. No amendment proposed.
15	Mrs Alwine Jarvis	Resident	Mitigation package costs should be split across entire borough – including existing households. Free parking for local residents – paid parking for those visiting from afar.	The Essex Coast RAMS SPD is applicable within the Zone of Influence only and the tariff cannot be retroactively applied to consented / existing development. The SPD sets out a tariff that will be used to fund mitigation related to ‘in-combination’ recreational effects relevant to planned growth in Essex. Car parking charges are a matter for individual LPAs and landowners. Local residents should be encouraged to walk or cycle to the coast. No amendment proposed.
16	Ms Rachel Cross	Resident	What is best practice for Ramsars, SPAs and SACs? Any policy must exceed the provisions to protect wildlife and respect the environment. What about representation from the ports?	The SPD is related only to those recreational impacts identified within the LPAs’ Local Plan HRA/AAs and related to residential growth. The RAMS draws on best practice from elsewhere and has been developed in conjunction with Natural England. No amendment proposed.
17	Mrs Joanna Spencer	Resident	Planes release fuel over designated sites.	The SPD is related only to those recreational impacts identified within the LPAs’ Local Plan HRA/AAs and related to residential growth. The

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				impact of aviation on the environment is taken into consideration in local plans which promote airport growth, masterplans for airports, planning applications for airport facilities and regulations on pollution through the environmental and aviation regulatory bodies. No amendment proposed.
18	Ms Caroline Macgregor	Brightlingsea village councillor	Town councils should be given more weight in deciding planning applications for development whereas local councils should be more concerned with preservation and conservation.	The SPD is related only to those recreational impacts identified within the LPAs' Local Plan HRA/AAs and related to residential growth. Decision-making on planning applications is outside the scope of this SPD. No amendment proposed.
19	Mr Christopher Marten	Resident	Development in designated areas is completely inappropriate.	Noted. No amendment proposed.
20	Mr Alan Lycett	Resident	How will BREXIT impact on coastal designations?	The content of the relevant EU Directives related to birds and habitats have been transposed into UK law and will continue to apply. No amendment proposed.
21	Mr Brian Jones	Resident	The SPD is clear and effective if actually put into practice.	Noted. No amendment proposed.
22	Mr Kenneth Dawe	Resident	There needs to be a balance between safeguarding wildlife and providing access for wellbeing.	The mitigation proposed within the RAMS does not seek to prevent visitors to the Essex Coast, rather its focus is on raising awareness of issues at the coast and to foster positive behaviours. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
23	Mr Frederick Ager	Resident	The increase in local housing will increase visitors to this area of the path and in turn increase danger to public with the Wildfowlers Club using this area.	The SPD is related only to the in-combination recreational impacts identified within the LPAs' Local Plan HRA/AAs. The effectiveness of the mitigations will be monitored during the life of the project. No amendment proposed.
24	Mr Aubrey Cornell	Resident	Housing should not be in proximity to designated areas. New residents/visitors will not respect the wildlife/countryside, making the tariff redundant. Existing visitors already disturb birds whether they are children or dogs off lead.	The need for the Essex Coast RAMS and the SPD stems from planned growth within the LPAs' adopted or emerging Local Plans. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
25	Mr Andrew Whiteley	Resident	A similar plan to RAMS could be implemented for inland habitats. Infrastructure should be evenly distributed across Essex to prevent future isolation issues.	Noted. No amendment proposed.
26	Mrs Angela McQuade	Resident	Extend designated areas to create wildlife corridors.	Protecting wildlife from development is and can be ensured and funded through other mechanisms. The extension of protected areas is not within the scope of the RAMS or the SPD. No amendment proposed.
27	MR John Camp	Resident	Exclusion zones for jet skis should be introduced.	Noted. No amendment proposed.
28	Mr Peter Bates	Resident	No. The section seems reasonable.	Noted. No amendment proposed.
29	Mr Stephen Ashdown	Resident	The section should include the benefits for community mental health.	The SPD is related only to those recreational impacts identified through the LPAs' Local Plan HRA/AAs. The mitigation proposed within the RAMS does not seek to prevent visitors to the

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				Essex Coast, rather its focus is on raising awareness of issues at the coast and to foster positive behaviours. No amendment proposed.
30	Mr Graham Womack	Resident	How will Brexit impact European Directives that the RAMS is based on?  The strategy only covers the coast, but some waterfowl species may also rely on inland sites.	The content of the relevant EU Directives related to birds and habitats have been transposed into UK law and will continue to apply. No amendment proposed.  The Essex Coast RAMS SPD relates only to the effects on Habitats sites (as defined) which are designated on the Essex Coast. Other forms of mitigation addressing effects on other designations across Essex are not within the specific scope of the SPD. No amendment proposed.
31	Mr Michael Blackwell	Resident	Tourists also visit the coast.	The SPD sets out that tourism related development will be considered on a case-by-case basis through a project level HRA. If adverse effects on integrity are predicted, appropriate mitigation will be required, which could relate to the tariff proposed in the SPD. No amendment proposed.
32	Mr Mark East	Resident	How are the effects of smaller planning applications taken into consideration? It is evident from comments above that visitors travel some distance to SPA/Ramsar sites and whilst Local Plans and major projects consider the cumulative effect there is no objective evidence that I have seen that planning applications are controlled and come under the same scrutiny. This is leading to over development in sensitive areas.	All residential development proposals, including planning permission for an individual net new dwelling within the Zone of Influence will be required to undertake a project-level HRA/AA within which specific and in-combination effects of specific proposals will be considered. The

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				Zones of Influence extend beyond local authority boundaries and show that many people travel far to visit the coast. No amendment proposed.
33	Mrs Michelle Endsor	Resident	Mitigation does not guarantee that adverse effects will not occur. The only route to success would be to completely isolate nesting bird species and prevent disturbance altogether. Housing development should seek to be located on areas that would result in the least amount of environmental impact.	Locational criteria for development are a matter for Local Plans / development management at the LPA level and not within the scope or remit of the RAMS or SPD. The mitigation proposed within the RAMS focuses on raising awareness of issues at the coast and to foster positive behaviours. No amendment proposed.
34	Mr. David Gollifer	Resident	The proposals are satisfactory.	Noted. No amendment proposed.
35	Mrs April Chapman	Resident	The RAMS should also consider the future expansion of recreational establishments alongside housing.	The SPD is related only to those recreational impacts resulting from residential development identified through the LPAs' Local Plan HRA/AAs. Any Habitat Site mitigation associated with other types of development (e.g. retail, education, business) would be considered at individual planning application stage by the relevant LPA. No amendment proposed.
36	Mrs Linda Findlay	Resident	Restore oyster reefs alongside emerging coastal wind turbines.	The SPD is related only to those recreational impacts resulting from residential development identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
37	Mr Barrie	Resident	No, looks good and sensible.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	Ellis			
38	Mr David Evans	Resident	Hamford Water is a man-made environment and does not fall under the EC Habitats Directive. Protection also needs to be attributed to other wildlife such as shellfish and sea mammals.	The Essex Coast RAMS SPD relates only to the effects on Habitats sites (as defined) which are designated on the Essex Coast in relation to birds. This includes the Hamford Water SPA and Ramsar. No amendment proposed.
39	Mrs Susie Jenkins	Brightlingsea Nature Network	There is not enough focus on situations where mitigation is not possible, too much focus on accommodating development. I find the way this statement has been used misleading "In order to protect the environment, the precautionary approach shall be widely applied by States according to their capabilities. Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation.' (Principle 15) of Agenda 21, agreed at the Rio Earth Summit, 1992. " My understanding of the precautionary approach is well described here by J. Hanson, in Encyclopaedia of the Anthropocene, 2018, "The process of applying the Precautionary Principle must be open, informed and democratic and must include potentially affected parties. It must also involve an examination of the full range of alternatives, including no action." No action has to be a clear option available to LPA's to enable them to properly consider the genuine disturbance avoidance of vulnerable and valuable habitats.	Alternative means would only need to be considered in Stage 3 of the HRA process of the LPA's Local Plans. Stage 2 of that process (AA) considers that mitigation is possible to ensure that development proposals would not have any in-combination recreational effects on the Essex Coast's Habitats sites. As such there was no need for any of the Local Plans to progress to Stage 3 of the HRA process and the RAMS follows the process of the Stage 2 determinations / recommendations. No amendment proposed.
40	Councillor Frank Belgrove	Alresford Parish Council	At this stage in the document the actual "mitigation measures" are not clearly defined. "Alternative means" - needs to be defined.	Section 4.1 details the planned mitigation to be implemented as part of the Essex Coast RAMS. Alternative means would only need to be considered in Stage 3 of the HRA process of the LPA's Local Plans. Stage 2 of that process (AA) considers that mitigation is possible to ensure that development proposals would not have any in-combination recreational effects on the Essex Coast's Habitats

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				sites. As such there was no need for any of the Local Plans to progress to Stage 3 of the HRA process and the RAMS follows the process of the Stage 2 determinations / recommendations. No amendment proposed.
41	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch	Boat movements are declining. Speed boats should be kept to low speeds to prevent disturbance. Main activity is Autumn, Winter and very early spring.	Noted. No amendment proposed.
42	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	Hamford Water area requires the amalgamation of existing organisations managing the area. Hamford Water has seen many signs of degradation: sand dunes at Walton Hall marshes lost, healthy saltmarsh destroyed, Stone Point beach disappeared, cliff erosion, Naze Tower under threat and Walton Navigation channel also threatened.	Noted. The RAMS toolkit states that, for the 'Habitat based measures' Action Area, partnership working may include such organisations as 'Natural England, Environment Agency, RSPB, Essex Wildlife Trust, National Trust, landowners, local clubs and societies.' No amendment proposed.
43	Mr John Fletcher	Resident	Wildlife at Hamford Water can be disturbed by boat, despite this the 450 boat Marina has not caused ill-effect on wildlife. Locals do not disturb wildlife, disturbance is caused predominantly by those visiting from out of the area. The England Coast Path and Essex Wildlife Centre encourage disturbance, as do dog walkers and general public.	Noted. No amendment proposed.
44	Mr Hugh Toler	Blackwater Wildfowlers Association (BWA)	Paragraph 2.2 – add fishing / bait digging and wildfowling. BWA monitors member activity. Litter and effluent also impacts on designated areas.	An amendment to include fishing / bait digging is proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
45	Mr Mark Nowers	RSPB	Paragraph 2.5 – The Outer Thames Estuary SPA should also be included. Impacts will not be limited to terrestrial activities; powered watercrafts will also need to be accounted for.	Natural England initiated the RAMS project and advised on the 10 Essex coastal sites that should be included within this project. The Outer Thames Estuary is included within Table 3.1 of the SPD as 'Thames Estuary and Marshes SPA and Ramsars'. An amendment to include the word 'Outer' is proposed.
46	Mr Gavin Rowsell	Resident	Natural England promoted increased access for public on all foreshores along the England Coast Path. Using this access as a 'land-grab'. RAMS is not seen as fair and uses 'left-wing' principals.	The SPD is related only to those recreational impacts identified through the LPAs' Local Plan HRA/AAs. The RAMS is an evidence-based project and has been produced in conjunction with Natural England. No amendment proposed.
47	Mr Gerry Johnson	Essex Birdwatching Society	In order to reduce disturbance to wildlife: - Dogs should be kept on leads - Fencing should be used to protect ground nesting birds - Signage should be erected to warn walkers to take care in areas of nesting birds	Section 4.1 details the planned mitigation to be implemented as part of the Essex Coast RAMS. No amendment proposed.
48	Mr Bernard Foster	Resident	Online maps should have greater clarity. Both HRA & AA are negative policies. The RAMS project like the NPPF does not carry enough weight to promote areas that would divert footfall from designated areas. More co-operation between LPAs and associated bodies (Highways) would prevent the refusal of mitigation projects. Decisions need to be justified more clearly.	Amendments to replace existing maps with higher resolution images are proposed.  The SPD, in conjunction with the RAMS, ensures that mitigation is enshrined / adopted in local policy of all the LPAs. No amendment required.
49	Mr Mark Marshall	Resident	Designated areas need to be protected to prevent irreversible loss.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
50	Mr Tim Woodward	The Country Land & Business Association (CLA)	England Coast Path will increase recreational pressure on the coast by providing access to areas that previously did not. Why should those delivering housing be targeted by the RAMS strategy when a government body is facilitating recreational pressures on the Essex Coast?	The SPD is related only to those recreational impacts identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
51	Parish Clerk for West Horndon Parish Council Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS	Noted. No amendment proposed.
52	Mrs Jenny Clemo	Langford & Ulting Parish Council	Impacts are unable to be mitigated, developments that are predicted to impact should not be granted planning permission.	Each LPA within Essex has a statutory duty to address housing need in their area. The mitigation proposed in the RAMS ensures that 'no significant effect' on the integrity of the Habitats sites will be realised regarding recreational disturbance. No amendment proposed.
53	Ms Jo Steranka	Resident	<p>RAMS is inadequate to deal with future issues as there are limits to the amount of development that can take place in Essex. There will come a point where further development will have detrimental impact on the quality of the environment. Wildlife is already pressured by inappropriate behaviour; increased visitors will exacerbate these. The habitats are incredibly important as there is so little left across Europe.</p> <p>Essex County Council should provide guidance that restricts recreational development that would act to disturb wildlife populations at the coast, as well as, development that would act to connect undesignated areas to designated sites. Essex County Council should also recognise that continued development will impact on existing international commitments.</p>	The need for the Essex Coast RAMS and the SPD stems from planned growth within the LPAs' adopted or emerging Local Plans. The mitigation proposed in the RAMS ensures that 'no significant effect' on the integrity of the Habitats sites will be realised regarding recreational disturbance. It is the LPAs that are responsible for preparing, adopting, delivering and implementing the RAMS and the SPD, not Essex County Council (ECC). No amendment proposed.
54	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	Similar strategies endorsed by Natural England are not tried and tested.	The effectiveness of the mitigation will be monitored as outlined within

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>Paragraph 2.6 – Who is the regulatory body that ensures Habitats Regulations are met? Will NE, RSPB and EWT be statutory consultees on all planning applications?</p> <p>Paragraph 2.13 – Requires strengthening – variable tariff required?</p> <p>Paragraph 2.14 – Independent bodies are not endorsing the strategy. Strategy is a ‘soft’ approach, no code of conduct for water sports clubs currently available. By-laws will require updating as they are not directly related to birds or wildlife. Those caught littering should be fined as part of updated by-laws.</p> <p>Paragraph 2.15 – The tariff charged to developers could be passed to home owners – increasing property prices.</p>	<p>Section 6 of the SPD. No amendment proposed.</p> <p>Natural England are the statutory body that ensure the Habitats Regulations are met, as a consultee for HRA/AA documents. Other bodies are permitted to comment on all live planning applications.</p> <p>A variable tariff has not been supported within the RAMS and SPD as overall ‘in-combination’ effects are not variable and distinguishable across the County.</p> <p>The remit of the RAMS and SPD is to ensure the strategic mitigation package is delivered. No amendment proposed.</p>
55	Ms Beverley McClean	Suffolk Coast & Heaths AONB team	<p>For consistency the following text should be added to the notes section:</p> <p>Special Protection Areas (SPAs) are sites which support rare, vulnerable and migratory birds and are designated under the Birds Directive.</p> <p>Special Areas for Conservation (SACs) are sites which support high-quality habitats and species and are designated under the Habitats Directive.</p>	<p>An amendment to move the glossary to front of the SPD is proposed, with added description explained in footnotes where necessary and newly introduced.</p>
56	Mr Michael Hand	Campaign to Protect Rural England - Essex Branch	<p>The importance of the Essex coastline for wildlife - as evidenced by the extent of designated Habitats sites - cannot be over emphasised. CPRE very much supports the strategic approach to mitigation measures outlined in this section - not least, for the consistent, pragmatic and fair process which it provides. The provisions of the SPD need to be</p>	<p>Noted. No amendment proposed.</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			implementable and effective and this combined approach creates the robust framework to achieve the objectives of RAMS.	
57	Mrs Cecilia Dickinson	Resident	I don't like this format - section by section - my comments are general.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

### Section 3 – Scope of the SPD

*Table 5 – Section Three: Summary of consultation responses and actions*

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	Do not build so many homes.	All of the LPAs have a statutory requirement to plan for new housing growth. How this is achieved is set out in Local Plans. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. No amendment proposed.
2	Mrs Aileen Cockshott	Resident	Tourist accommodation and caravan parks should be within scope.	The effects and subsequent mitigation of tourist related development proposals will be considered on a case by case basis. Section 3.9 of the SPD states that, 'tourist accommodation, may be likely to have significant effects on protected habitat sites related to recreational pressure and will in such cases need to be subject of an Appropriate Assessment as part of the

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				Habitats Regulation.' No amendment proposed.
3	Mrs Amy Gardener-Carr	Resident	Instead of building properties, fence this land off and make them sanctuaries.	All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS SPD does not propose new development. The mitigation proposed within the RAMS focuses on raising awareness of issues at the coast and to foster positive behaviours. No amendment proposed.
4	Mr Bob Tyrrell	West Bergholt Parish Council	Fully agree.	Noted. No amendment proposed.
5	Mrs Julie Waldie	Resident	Sounds fair.	Noted. No amendment proposed.
6	Mr Terry Newton	Resident	How do you collect post code data from visitors? If property has not been built on these sites, then no data will be available yet. Could it also be that a small number of visitors to the coastal areas of concern are the same repeat visitors, and that the majority of local residents never, or rarely visit most of the coast.	Survey data was collected from the general public who visited the coast prior to the new development to best understand where visitors come from and are likely to come from in the future. The Zones of Influence were then calculated to determine what areas would be required to contribute to the RAMS tariff to provide strategic mitigation across Essex. No amendment proposed.
7	Mrs Angela Harbottle	Resident	I agree with the measures outlined.	Noted. No amendment proposed.
8	Mr David	Resident	The tariff should apply to commercial development as well.	The SPD is related only to recreational impacts identified through the LPAs'

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	Kennedy			Local Plan HRA/AAs and as a result of recreational effects caused by new housing. Other effects on Habitats sites from commercial development will be considered through individual project-level HRA/AAs, if such assessment is required. No amendment proposed.
9	Mr Charles Joynson	Resident	This all seems very sensible.	Noted. No amendment proposed.
10	Mrs Mary Drury	Resident	<p>Maldon riverside is becoming a commercial venue- a mock attempt at a seaside, as it is easy to drive to but it is spoilt along the Promenade now and charging for a huge car park is not being returned to improve anything in the way of doing anything to help the wildlife.</p> <p>Hullbridge riverside has many birds but as each new development takes out more hedges and trees where do they go? The once narrow Hullbridge riverside path is now cut right back for public access and tall grass edges mown and that is along a natural riverside walk - why?</p>	<p>The need for the Essex Coast RAMS and the SPD stems from planned residential growth within the LPAs' adopted or emerging Local Plans. Other forms of mitigation addressing effects on other designations across Essex are not within the specific scope of the SPD.</p> <p>No amendment proposed.</p>
11	Mrs Alwine Jarvis	Resident	Mitigation package costs should be split across the entire borough – including existing households. Free parking for local residents – paid parking for those visiting from afar.	The Essex Coast RAMS SPD is applicable within the Zone of Influence only and the tariff cannot be retroactively applied to consented / existing development. The SPD sets out a tariff that will be used to fund mitigation related to 'in-combination' recreational effects relevant to planned growth in Essex. Car parking charges are a matter for individual LPAs and landowners. Local residents should be encouraged to walk or cycle to the coast. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
12	Mr Matt Eva	Resident	The Zone of Influence for Southend and Crouch/Roach estuaries seem too small.	The Essex Coast RAMS Zones of Influence are based upon data collected through visitor surveys approved by Natural England. No amendment proposed.
13	Mrs Jane Rigler	Resident	Why is the measurement in kilometres - we still use miles in the UK so I think it should be changed.	An amendment is proposed to include both kilometres and miles within the SPD.
14	Ms Caroline Macgregor	Brightlingsea village councillor	Distance boundaries should be extended.	The Essex Coast RAMS Zones of Influence are based upon data collected through visitor surveys approved by Natural England. No amendment proposed.
15	Mr Peter Dervin	Resident	People should at every stage be the number one consideration, while we have people living on the streets and sofa surfing, and a lack of care for the elderly and disabled sorry but wildlife has to come second.	The SPD and RAMS ensures that residential development schemes within the Zone of Influence can come forward with an assurance that there will be no significant in-combination recreational effects on Habitats sites on the Essex Coast. No amendment proposed.
16	Mr Brian Jones	Resident	Ok.	Noted. No amendment proposed.
17	Mr Andrew Whiteley	Resident	No mention of improved infrastructure. Essex roads, trains and buses are already stretched and that's without the impact on social services.	The SPD is related only to those in-combination recreational effects identified through the LPAs' Local Plan and infrastructure delivery plans. No amendment proposed.
18	Mrs Angela McQuade	Resident	Regulations should be upheld in all cases.	The SPD provides the robust framework for ensuring the regulations are upheld. Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
19	Mr Peter Bates	Resident	Zone of Influence for both Benfleet and Southend Marshes and Thames Estuary and Marshes should be larger. Commercial development should also be considered within the RAMS.	The Essex Coast RAMS Zones of Influence are based upon data collected through visitor surveys approved by Natural England. Other effects on Habitats sites from commercial development will be considered through individual project-level HRA/AAs, if such assessment is required. No amendment proposed.
20	Mr Stephen Ashdown	Resident	Should include Hanningfield Reservoir as this also supports wildlife relevant to this document and has the same pressures as those discussed in the subject matter.	The Essex Coast RAMS SPD relates only to the effects on Habitats sites (as defined) which are designated on the Essex Coast in relation to birds. No amendment proposed.
21	Mr Graham Womack	Resident	With regards to para 3.10. What happens if outline permission has already been granted (without consideration of RAMS). Will it become compulsory to add it to the subsequent full application?	The SPD proposes that if in-combination recreational effects have been suitably addressed at the outline stage, in the form of mitigation, then the tariff would not apply at the reserved matters stage. If such effects have not been addressed of individual proposals at the outline stage, then the tariff would be applicable to that proposal at the reserved matters stage. No amendment proposed.
22	Mrs Joanna Thornicroft	Resident	Visitors to the Essex Coast are not just residents, general public from all over the country visit also.	The SPD is related only to those in-combination recreational effects identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
23	Mr Mark East	Resident	Why do the Zone of Influence distances vary greatly? How were the Zones of Influences calculated from visitor surveys?	The Essex Coast RAMS Zones of Influence are based upon data collected through visitor surveys, such as postcode data of visitors. This exercise helps to determine where and

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				how far residents will travel to the Essex Coast, and has been approved by Natural England. No amendment proposed.
24	Mrs Michelle Endsor	Resident	<p>The wetland areas along The River Crouch also makes the village of Great Stambridge and surrounding areas a flood plain which is at risk of extreme flooding approx. every 50-100 years.</p> <p>Whilst we take this into consideration when insuring our properties and are lucky enough to be surrounded by farmers who will "double ditch" when the rain levels increase, to consider building housing in areas of flooding seems completely irresponsible. Not to mention that increasing the population in an area with no facilities, no doctor's surgery, no bus services, no shops, etc ensures that roads that were not built to take large amounts of traffic are stretched to the limit as road travel is the only way to access work and necessities for a larger population. That larger population and their road travel, as well as visitor influx will again only serve to disrupt the wildlife population further.</p> <p>As long standing residents that have been witness to the wildlife decline in this area over the last 3 generations, we cannot object enough to any development of the wetland areas.</p>	The SPD is related only to those in-combination recreational effects identified through the LPAs' Local Plan HRA/AAs. Issues raised relate to the distribution of new development and supporting infrastructure as matters for Local Plans. This includes the possible impacts on and mitigations for flooding. No amendment proposed.
25	Mrs Linda Findlay	Resident	More emphasis on environmental impact in the long term. Infrastructure must come before greater demand is generated.	The SPD is related only to those in-combination recreational effects identified through the LPAs' Local Plan HRA/AAs. The impact of the RAMS will be regularly monitored. Infrastructure to support new housing growth is a matter for Local Plans. No amendment proposed.
26	Mr David Evans	Resident	There are significant and important other Statutory Bodies with strong legal and commercial interests in Hamford Water - Harwich Harbour Authority, who has control over the navigation and collect Port Dues for	Noted. Joint working arrangements can be acted upon by the Delivery Officer. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			shipping movements to Bramble Island; Crown Estates, who own most of Hamford Water below the low tide level.	
27	Mrs Susie Jenkins	Brightlingsea Nature Network	<p>Please include the point that certain habitats cannot be mitigated against and are too valuable to have building close by which will increase the disturbance.</p> <p>There should be clear provision and targets to leave some habitat entirely undisturbed.</p>	The Essex Coast RAMS SPD relates only to the effects on Habitats sites (as defined) which are designated on the Essex Coast. Under the Habitats Regulations each development proposal will need a project-level HRA. This is still the case for proposals within the Zone of Influence, and any resultant AA will set out recommendations to mitigate effects that are directly related to the proposal. No amendment proposed.
28	Councillor Frank Belgrove	Alresford Parish Council	This section is well written and explores the practicalities.	Noted. No amendment proposed.
29	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch	Yes, South East Essex, is now past breaking point with the recent addition of new dwellings. Release all farmland around London, say a radius of 8 miles. This also would mean less journey times.	Locational criteria for development are a matter for Local Plans and development management at the LPA level and not within the scope or remit of the RAMS or SPD. No amendment proposed.
30	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	<p>Increase the Zone of Influence to include boroughs of London due to weekend visitors to areas of the Essex Coast.</p> <p>The only possible way Recreational disturbance Avoidance can be applied is to control the number of dwellings permitted in designated areas.</p>	The SPD is related only to those in-combination recreational effects identified through the LPAs' Local Plan HRA/AAs. The Zol were informed by visitor surveys. No amendment proposed.
31	Mr John	Resident	A very unfair and totally unnecessary 'tax'.	The RAMS seeks to mitigate recreational impacts on protected

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	Fletcher			Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. The tariff is 'evidence based' and has been calculated by dividing the cost of the RAMS mitigation package by the number of dwellings (housing growth) proposed in LPA Local Plans. The tariff is paid by developers of new houses, not residents, and as a one-off payment. It is not a tax. No amendment proposed.
32	Mr Hugh Toler	Blackwater Wildfowlers Association (BWA)	The BWA is not planning any building work within the RAMS Zone of Influences. Predatory species such as foxes thrive in urban areas, potentially increasing pressure on ground nesting birds.	Noted. No amendment proposed.
33	Mr Mark Nowers	RSPB	3.4 The Outer Thames Estuary SPA should be added here. Paragraph 2.2 above sets out the coast is "a major destination for recreational use such as walking, sailing, bird-watching, jet skiing and dog walking."	The Outer Thames Estuary is included within Table 3.1 of the SPD as 'Thames Estuary and Marshes SPA and Ramsar'. An amendment to include the word 'Outer' is proposed.
34	Mr Stephen Tower	Resident	No residential housing should be built around this area as it is vital to protect the region and its wildlife. How about using housing that is not currently being used?	Under the Habitats Regulations each development proposal will need a project-level HRA. This is still the case for proposals within the Zone of Influence, and any resultant AA will set our recommendations to mitigate effects that are directly related to the proposal. New housing growth is a matter for Local Plans. No amendment proposed.
35	Mrs Angela Faulds	Brentwood and Chelmsford Green Party	We feel the Zones of Influence are understated.	The Essex Coast RAMS Zones of Influence are based upon data collected through visitor surveys

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				approved by Natural England. No amendment proposed.
36	Mr Bernard Foster	Resident	<p>It is being recognised more and more that the changes to where people live along with other publicity has started to change the way many residents are behaving. In some areas it has already changed the way councils are looking at housing design, road design and development.</p> <p>In these areas, roads are only built where they are needed to feed residents' requirements and earlier designations no longer directly feeding dwellings are changed to paths and cycle ways to develop green links between areas. This is not only important so as to encourage healthier life styles as designated in the NPPF but to give an acceptable alternative to paths within the Ramsar or SPA areas which do not currently exist for the many cyclists, horse riders and strollers within the various communities.</p> <p>This will not happen by chance it needs the legislation adjusted to give greater backing to LPA and parish councils who understand what is needed for their areas.</p>	Noted. These issues relate to Local Plans rather than specifically to this SPD. No amendment proposed.
37	Mr Tim Woodward	The Country Land & Business Association (CLA)	<p>CLA members in the areas and Zones of Influence covered by the SPD may be considering small-scale residential developments on their land, and others may be considering setting up tourism enterprises. These enterprises will provide employment opportunities and will make a valuable contribution to the rural economy. Housing developments on our members' land will help the Government and local authorities to meet housing targets and may include low-cost "starter" units on rural exception sites.</p> <p>These projects will be affected by the financial contributions proposed, when combined with any Community Infrastructure Levy (CIL) contributions additionally levied.</p>	The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from an increase in population associated with housing growth. This includes both allocations in the LPAs' Local Plans and also non-allocated growth that may come forward within Local Plan periods. No amendment proposed.
38	Mr Steven Smith	Comments offered on behalf of Lower Farm,	In line with the NPPF and Local Plan Policy the definition of exclusions within Table 3.2: Planning Use Classes covered by the Essex Coast RAMS, under the Sui Generis Planning Class should be amended to clarify that it applies to: leisure and tourism facilities:	The SPD wording regarding residential caravan sites reflects the permanency of residents, with those associated with tourism (holiday caravans and

No.	Name	Organisation	Main Issues Raised	Response / amendment required
		East End Green, Brightlingsea	<p>Amend: - Residential caravan sites (excludes holiday caravans and campsites) To: - Residential caravan sites (excludes leisure and tourism facilities)</p> <p>In addition, para 3.9 of the SPD states that "... tourism accommodation, may be likely to have significant effects on protected habitat sites related to recreational pressure ...". It is proposed that this should be amended to: "... tourism accommodation, could potentially effect protected habitat sites related to recreational pressure ..."</p> <p>It is recognised that any contribution that may result from an Appropriate Assessment of leisure and tourism facilities would be assessed on a "case by case basis" (clarified within footnote *** of Table 3.2). However, the level of contribution should be benchmarked and clarified within the SPD i.e. £5 per facility/unit (similar to an all-day parking fee at an Essex Wildlife Trust site), or in line with the Tourism Sector Deal (November 2018) local Environmental and Tourism Trust Funds could be set up between a developer/operator and the relevant District Authority whereby a contribution of £1 per tourist per day is paid to support the management of the specific habitat site that may be affected by the development.</p>	<p>campsites) being subject to consideration on a case-by-case basis.</p> <p>The wording 'may be likely to have significant effects' is specifically in line with the wording of the Habitats Regulations, and in reference to the test in those regulations to assess 'likely significant effects'. No amendment proposed.</p> <p>Regarding the extent of the tariff that may be applicable to tourist related development, it would be inappropriate to benchmark this per unit, as the level of recreational effect may vary from proposal to proposal. No amendment proposed.</p>
39	Parish Clerk for West Horndon Parish Council Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS.	Noted. No amendment proposed.
40	Mrs Jenny Clemo	Langford & Ulting Parish Council	Support the approach.	Noted. No amendment proposed.
41	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	Para 3.6 A case could be made for new large business units over a certain square footage contributing to the mitigation strategy here. Large corporate companies, such as Amazon, could help cover the cost of their environmental impact.	The SPD is related only to those recreational effects identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>Para 3.9 Tourist accommodation: To stop people flying, we need to encourage "stay locations", Many small businesses like family run B&amp;B's will probably not be able to succeed financially if a tariff or tax for the strategy was imposed on them. Again, larger, corporate entities such as hotel chains need to carry the cost if this is going to be looked at.</p> <p>Para 3.10 We already have experience where HRA's have not been completed as part of a reserved matter planning application where the original outline application is over 2 years old. How will parallel or twin tracked applications be dealt with that exist under one outline application?</p>	<p>Any tariff imposed on tourist related development would not be retroactively sought, and will apply only to new development proposals No amendment proposed.</p> <p>The tariff will be imposed to those proposals at the reserved matters stage that have not considered recreational effects at the outline stage. No amendment proposed.</p>
42	Ms Beverley McClean	Suffolk Coast & Heaths AONB team	<p>The scope of the RAMS SPD is considered appropriate. The AONB team agrees with the Use Classes and the types of developments that will be subject to a RAMS tariff.</p> <p>Paragraph 3.7 of the SPD could be more explicit and state that proposals for single dwellings will be subject to a RAMS tariff.</p>	Noted. An amendment introducing additional clarification within Paragraph 3.7 is proposed.
43	Mr Michael Hand	Campaign to Protect Rural England - Essex Branch (CPRE)	<p>This is a key section of the SPD because it identifies where the RAMS is applicable. The Zones of Influence (Zone of Influence) map is critical. It attempts to show the sphere of influence - based on the postcode of coastal visitors - as roughly concentric circles. The result is nonsensical in that up to 40-50% of some of the Zones is North Sea. A methodology which centres a Zone of Influence on a designated Habitats site is therefore flawed. Instead the Zone should reflect the fact that many visitors come from without a tight circular catchment, often living in major centres of population and close to the main highway network. Linear Zones therefore stretch beyond the immediate local catchment area. In this respect, there is no indication as to how the Zones are defined - i.e. the proportion of total visitor numbers and from which postcodes.</p> <p>This is exemplified by the influence of the main sailing centres - notably on the Stour and Blackwater estuaries but also elsewhere - where considerable numbers of boat owners (regular visitors) live much further</p>	The Essex Coast RAMS project and associated methodology has been recognised and approved by Natural England. The methodology that determined the Zones of influence was also approved by NE. The Essex Coast RAMS is also only concerned with recreational pressures arising as a result of proposed development found within emerging and adopted Local Plans. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>afield. Also, this approach results in high proportions of certain Zones of Influence stretching outside of Essex and there is no indication of the existence or relationship with similar SPDs adopted by the appropriate Suffolk and Kent local authorities.</p> <p>CPRE supports the range of applications, schemes and Use Classes covered by the SPD. However, given the potential for significant and higher impact from proposals for tourist accommodation, CPRE suggests there should be more explicit guidance in the SPD as to how LPAs would make "a different assessment of effects".</p>	
44	Mrs Cecilia Dickinson	Resident	I do not like this format - section by section.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Section Four - Mitigation

**Table 6 – Section Four: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	The per tariff detail seems somewhat irrelevant when I have no idea how much money this will generate per annum and how much money is actually needed per annum.	The mitigation package has been calculated based upon the period of March 2019-2038. Details of this can be found in Section 4.3 which details the overall cost. The RAMS itself includes phasing details of Local Plan housing allocations, and the tariff will be collected for these dwellings. Therefore, the money collected per annum reflects housing growth directly. No amendment proposed.
2	Magister Debbie Bryce	Landlord	The Essex Coast cannot be 'recreated', 'moved elsewhere' or 'compensated for'.	Each LPA within Essex has a statutory duty to address housing need in a way that will not cause significant effects on

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>Birds do not Need People visiting and disturbing them. You should therefore not do anything that would cause this. One example is to build more houses such that this will happen. It is simply a point of logic.</p> <p>A tariff is no use to birds. You have stated that their survival depends on preserving their environment and not disturbing them. How does a 'tariff' assist that?</p> <p>Your reasoning is faulty. Clearly there is conflict in what you say. You cannot mitigate the effects of disturbance. Especially not with money.</p> <p>If, as you say, you want to prevent disturbance to European bird sites, do not create more disturbance by recreation, housing or anything else. You are kidding yourselves if you think you can have your cake and eat it.</p>	Habitats sites. The RAMS and SPD ensures that this can be done. No amendment proposed.
3	Mrs Frances Coulson	Resident	Seems a small financial contribution so long as developers can't fiddle their way out of it as they seem to with social housing commitments.	Section 5.2 of the SPD sets out that if the tariff is not paid on qualifying proposals, then alternative mitigation, agreed by Natural England, would be required or planning permission would not be given. No amendment proposed.
4	Mrs Amy Gardener-Carr	Resident	Make more actuaries for wildlife.	Noted. No amendment proposed.
5	Mr Bob Tyrrell	West Bergholt Parish Council	The proposals seem reasonable.	Noted. No amendment proposed.
6	Mrs Julie Waldie	Resident	I am glad the developers will foot the bill, sounds right to me.	Noted. No amendment proposed.
7	Mr Terry Newton	Resident	Without doing the sums this figure of 9 million pounds seems a bit vague, as there seems a lot of unknown variables, which are not easy to quantify. Am I right in thinking that this is an annual payment by each household?	The Essex Coast RAMS tariff is a one-off cost that applies to residential developments within the Zone of

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			Also, that the property must be a future build within certain designated zones?	Influence when they are consented. No amendment proposed.
8	Mr Brian Mills	Resident	I see no mention of actual measures to enforce the requirement -- money will not always correct a poor situation.	Section 4.8 of the SPD sets out that if the tariff is not paid on qualifying proposals, then alternative mitigation, agreed by Natural England, would be required or planning permission would not be given. No amendment proposed.
9	Mrs Linda Samuels	Resident	Are the contributions compulsory? What will be consequences of non-payment?	Section 4.8 of the SPD sets out that if the tariff is not paid on qualifying proposals, then alternative mitigation, agreed by Natural England, would be required or planning permission would not be given. No amendment proposed.
10	Mr David Kennedy	Resident	Should apply to commercial development also.	The SPD is related only to recreational impacts identified through the LPAs' Local Plan HRA/AAs and as a result of recreational effects. Other effects on Habitats sites from commercial development will be considered through individual project-level HRA/AAs, if such assessment is required. No amendment proposed.
11	Mr Charles Joynson	Resident	The fact that there may be other site-specific mitigation requirements in respect of Habitats sites and ecology gives me some hope that effective mitigation can be implemented. I still suspect the cash contribution for each dwelling will be far too low.	The Essex Coast RAMS SPD sets out a tariff that has been calculated using the projected costs of mitigating the effects of 'in-combination' recreational effects only. Other types of effect can be expected to be mitigated in other ways. No amendment proposed.
12	Mr John	Resident	You cannot mitigate for loss of wildlife habitat. I fundamentally disagree that there should be any permitted development in protected zones.	The Essex Coast RAMS SPD addresses development within the

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	McCallum			defined Zones of Influence. Each LPA within Essex has a statutory duty to address housing need in their area. No amendment proposed.
13	Mrs Mary Drury	Resident	Money will not fix the problem - it is care of natural places. All roads should be made with tunnels for animals to cross and all new developments should have to leave wild verges and hedges and trees. Destroying old hedges/trees should be banned, as it takes a whole generation - 50 years to grow a mature tree. Tariffs of £100,000,000 will not fix up a river overnight and meanwhile the animals look for homes to breed where theirs have been destroyed.	The SPD is related only to those recreational effects identified through the LPAs' Local Plan HRA/AAs. The tariff provides the funding to take mitigation measures to address the impacts of increased visitors to the coastal areas. No amendment proposed.
14	Mrs Joanna Spencer	Resident	The Section 106 agreement, is this based on the agreement between the Council and Southend Airport?	Section 106 is a mechanism to secure infrastructure or funding to address the impacts of new development. The Section 106 agreement for Southend Airport is a separate matter. No amendment proposed.
15	Mr Matt Eva	Resident	Need to think about unintended consequences. Will this lead to greater development just outside of the proposed Zone of Influence - which will impact the habitats but lead to no revenue for mitigation.	Zones of Influence (Zols) have been identified based upon visitor surveys conducted to determine the distance at which visitors to the Essex Coast can be expected to travel from. The Local Plans of each Local Planning Authority allocate land to meet required housing growth, and some of this land falls within the Zol. Local Plan allocations are not changed as a result of the Zol and some partner LPAs' Local Plan areas fall entirely within the Zol. No amendment proposed.
16	Ms Caroline Macgregor	Brightlingsea village councillor	Mitigation costs should be vastly increased and also be required to produce sustainable zero carbon footprint buildings to increase protection of areas.	The Essex Coast RAMS SPD sets out a tariff that has been calculated by identifying the costs of mitigation

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				required to address planned housing growth within the LPA's adopted or emerging Local Plans. No amendment proposed.
17	Mr Christopher Marten	Resident	Placing a tax on developers to dissuade them from submitting an application is not a solution in my view. It is not possible to enforce any of these statutes, people cannot be trusted to obey the law. Existing laws are broken on a daily basis, adding new ones would only make policing them more difficult.	Section 4.8 of the SPD sets out that if the tariff is not paid on qualifying proposals, then alternative mitigation, agreed by Natural England, would be required or planning permission would not be given. The tariff is not designed to dissuade applications, but to ensure that funding is in place to address the impacts of increased visitors to the Essex coastal area. No amendment proposed.
18	Cllr Malcolm Fincken	Halstead, Hedingham and District Branch Labour Party	We agree with these proposals.	Noted. No amendment proposed.
19	Mr Peter Dervin	Resident	The mitigation payments should be ring fenced towards care for people not wildlife. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. It is pure madness to add an additional payment to developers that is not people-centred.	The SPD is related only to those recreational impacts identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
20	Mr Alan Lycett	Resident	Tariffs should be progressive so that larger properties pay more. Perhaps charge by number of bedrooms?	The Essex Coast RAMS SPD sets out a tariff that has been calculated using the projected costs of mitigation and planned housing growth contained within the LPA's adopted or emerging Local Plans. The tariff is evidence based and proportionate so as to not make new development unviable. It is considered inappropriate to apply a

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				'sliding-scale' in regard to the tariff at this stage and a 'blanket tariff' is proposed as the RAMS seeks to mitigate 'in-combination' effects i.e. those identified from accumulated housing growth in the Zol. This can however be reviewed annually by the Delivery Officer once appointed. No amendment proposed.
21	Mr Brian Jones	Resident	OK.	Noted. No amendment proposed.
22	Mr Aubrey Cornell	Resident	Increase the tariff significantly in order to deter the initiation of such developments close to these sites.	The Essex Coast RAMS SPD sets out a tariff that has been calculated by identifying the costs of mitigation required to address planned housing growth within the LPA's adopted or emerging Local Plans. No amendment proposed.
23	Mr Andrew Whiteley	Resident	No mention of improved infrastructure. Essex roads trains and buses are already stretched and that is without the impact on social services.	The SPD is related only to those in-combination recreational effects identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
24	Mrs Angela McQuade	Resident	Payment is not enough.	The Essex Coast RAMS SPD sets out a tariff that has been calculated by identifying the costs of mitigation required to address planned housing growth within the LPA's adopted or emerging Local Plans. No amendment proposed.
25	Mr Peter Bates	Resident	It is essential to ensure that all financial contributions [including for part-projects] meet all costs identified and that they are paid before commencement of the work [or stage of project], and that all funds are held securely and that they are used in the local community directly	The tariff will need to be paid before the commencement of the development in all cases. As effects are related to housing growth in the

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			affected and not in other locations. Funding should only be used for physical measures, not legal advice, administration etc.	entirety of the Zone of Influence, mitigation will be limited to within the Zone of Influence as appropriate. No amendment proposed.
26	Mr Stephen Ashdown	Resident	Developers of larger sites must as well as paying levies make suitable arrangements to integrate the disturbed wildlife. Examples being tunnels under roadways, extra plantations of hedgerows/trees, or sponsorship of a suitable wildlife scheme developed for that zone.	The on-site requirements of large scale housing development proposals are not within the remit of the RAMS or SPD and will be identified through project-level HRA/AAs. Developers of strategic sites are encouraged to engage with the relevant LPA for specific guidance on what is considered appropriate. No amendment proposed.
27	Mr Graham Womack	Resident	<p>I support the concept of requiring the payments to be made at the start of a development phase.</p> <p>I have reviewed several planning documents over the past 12 months. I cannot recall having seen any specific reference to the tariff that is now being proposed.</p> <p>How will the tariff funding be allocated to mitigation work. Who will ensure that the relevant funds are only allocated to RAMS mitigation, and not to other local projects? I can recall several instances where local councils have proposed uses for S106 monies, only to be told that the funds are no longer available.</p>	The SPD, once adopted, will form a planning document that sets out the implications of the RAMS for developers. The Essex Coast RAMS mitigation will be managed by a dedicated RAMS Delivery Officer who will liaise with each LPA's own monitoring officers. Mitigation will be delivered at a strategic level ensuring it is applied to mitigate the effects of housing growth. No amendment proposed.
28	Mr Michael Blackwell	Resident	This seems reasonable.	Noted. No amendment proposed.
29	Mrs Joanna Thornicroft	Resident	I think the tariff is too low. I also have concerns that the buyer actually ends up paying this. I would prefer to see more ecological building material and a focus on sustainability for houses within these zones. If you want to live near a beautiful place that attracts wildlife, then your property and lifestyle should not cause damage. A one-off fee for a house that will	The Essex Coast RAMS SPD sets out a tariff that has been calculated using the projected costs of mitigation and planned housing growth contained within the LPA's adopted or emerging

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			last hundreds of years seems pretty insignificant in the great scheme of things. Could building limits be considered? I do agree that something should be put in place.	Local Plans. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
30	Councillor Richard van Dulken	Braintree District Council	I question the acceptability of Section 106 monies generated in Braintree, for instance, being used 20 or 30 miles away for totally unconnected purposes.	The Essex Coast RAMS aims to deliver a strategic approach to mitigation that was recommended within each LPAs' Local Plan HRA/AA, including that of Braintree District Council. Zones of Influence were based upon visitor surveys conducted to determine the distance at which visitors can be expected from new development. The collection of the tariff does not prejudice investment in infrastructure by developers in the locality of the new development. No amendment proposed.
31	Mr Mark East	Resident	The tariff is a drop in the ocean against the margin of profit for developers. The document implies that it is avoiding harm, but it is in fact fast tracking planning applications which are the source of harm. It is inconceivable that the provision of a small green space will deter residents from visiting the sites. Is there any scientific evidence or survey to objectively demonstrate any notable change of movement away from visiting SPA/Ramsar sites when green space is provided?	The SPD is related only to those in-combination recreational impacts identified through the LPAs' Local Plan HRA/AAs. It can be expected that other mitigation requirements and contributions will be expected of developments, to address other effects on Habitats sites identified within project-level HRA/AAs. No amendment proposed.
32	Mrs Michelle Endsor	Resident	As previous stated, these factors are speculative and unproven. Once these "mitigations" fail, which with the delicate wildlife balance in this area, we have no doubt they will, it is too late, and we have lost valuable breeding areas for future generations.  It is also stipulated that payments will be charged to fund this gamble with	The Essex Coast RAMS toolkit (Table 4.1 of the SPD) sets out monitoring arrangements, amounting to 'birds and visitor surveys, including a review of the effectiveness of mitigation measures.' The scope of the SPD, and

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			<p>our native wildlife but there is never any guarantee that these monies will not at some point in the future be absorbed into other projects that are deemed more relevant to the climate of the time. The same happened with the funds from council house sales with very little being ploughed back in to finance new social housing at the time. There is always a cause considered more important down the road but in this case, unsuccessful mitigation and cuts in future funding could see the devastation of our wetland wildlife, something which can never be rectified.</p>	<p>the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. No amendment proposed.</p>
33	Mrs Linda Findlay	Resident	<p>This must be actioned before development takes place.</p> <p>Too often developers try to reduce their section 106 agreements having built the most profitable part of the development. E.g. reducing number of "Affordable" housing or finding reasons why agreed access changes aren't practical.</p> <p>There need to be realistic penalties for later alterations that reflect loss to the community at large. Too often reneging on commitment remains more profitable, which should never be the case.</p> <p>Use local, possibly smaller companies to develop housing, as these have more stake in the local environment and have a more transparent reputation</p>	<p>Section 4.8 of the SPD sets out that if the tariff is not paid on qualifying proposals, and alternative bespoke mitigation is not forthcoming (and agreed as suitable by Natural England) then planning permission would not be given. The tariff will need to be paid before the commencement of the development in all cases. No amendment proposed.</p>
34	Mr David Evans	Resident	<p>The whole basis of how this income from a tax on new development is to be spent seems skewed to provide resources for semi-police activities and restrictions on human activity.</p> <p>Hamford Water has managed itself and the wildlife present to a very high standard, without draconian legal powers and without constant surveillance.</p> <p>The Hamford Water Management Committee, upon which all statutory bodies, Tending District Council, Essex County Council, the Environment Agency, users of the area, Yacht Clubs, the Royal Yachting Association, Wildfowlers, Riparian Landowners, Marinas plus all the various</p>	<p>The Essex Coast RAMS SPD relates only to the effects on Habitats sites (as defined) which are designated on the Essex Coast. The tariff is proposed to fund a RAMS Delivery Officer and Rangers to address recreational impacts identified through the LPA's Local Plan HRA/AAs, but not to impose restrictions beyond these specific effects. No amendment proposed.</p>

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			commercial interests are all members of this organisation and which supervises the area at nil cost. Anyone except those organisations that willingly contribute, has not been mentioned once in the RAMS documentation.	
35	Mrs Dawn Afriyie	Resident	<p>Essex is already overpopulated, the road network is in a dire state, the sewer systems are old and falling apart, more housing is not needed in Essex, coastal and non-coastal.</p> <p>Our wildlife must be preserved at all costs. How many more natural habitats must be destroyed before Essex council stops building.</p>	The SPD is related only to those recreational impacts identified through the LPAs' Local Plan HRA/AAs. Each LPA within Essex has a statutory duty to address housing need in a way that will not cause significant effects on Habitats sites. It is the LPAs who are responsible for determining development proposals and delivering and implementing the RAMS and SPD, not Essex County Council. No amendment proposed.
36	Mrs Karen Hawkes	South Woodham Ferrers Town Council	<p>Bullet point 4 states "Information on alternative sites for recreation". Whilst it is appreciated that the area needs to be protected, the preferred message should be with information signage and alternative routes within the same location. This would also support tourism in the area and encourage sustainability and health benefits. If visitors are being sent to alternative locations this would result in increased motor vehicle usage; visitors may be less likely to visit the site which would affect their health and wellbeing.</p> <p>Bullet point 6 "Interpretation and signage". Members would welcome universal / uniform signage throughout all the Essex Coastal Habitats. This would assist visitors when visiting other sites as the signage format would be recognisable which would aid enforcement as visitors would be familiar with the signage.</p> <p>Page 12 Action Area Table Members would request that relevant Town and Parish Council are detailed as partnership organisation.</p>	<p>The message regarding 'alternative sites for recreation' can be expected to apply to future trips for recreation.</p> <p>Noted. Comments regarding uniform signage and additional stakeholders in the partnership organisation can be acted upon by the Delivery Officer, once appointed. The project has the brand: Bird Aware Essex Coast, which Bird Aware Solent is seeking to extend around the country. No amendment proposed.</p> <p>The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. The Delivery Officer, once appointed, will engage</p>

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			<p>Page 13 Budget and Appendix 1 Strategic Mitigation. Whilst members are supportive of the Action Areas identified, there are concerns as to whether they are deliverable within the budget identified. Mitigation package is £8,916,448 from March 2019 – 2038. Members suggest that the toolkit needs revisiting to ensure that the projects can be delivered within the budget available. They also identified that there is excessive funding on personnel and enforcement and insufficient funding on the delivery of actual projects.</p> <p>Members are also concerned that the type of projects proposed are already being delivered by other stakeholders and that this is an unnecessary duplication of work.</p> <p>Page 15 Schemes under 10 dwellings There are concerns that item 4.16 with regard to reasonable costs of completing and checking the agreement is not required and that a more straight forward method would be as a matter of course to charge the £122 a home once the location is identified within a zone as detailed on page 7.</p>	<p>with key local stakeholders. No amendment proposed.</p> <p>The mitigation package costed within the RAMS responds to new initiatives or resources required only, and similarly the tariff will not be used to pay for any existing initiatives. There will therefore be duplication of projects. No amendment proposed.</p> <p>Some LPA partners do not charge a legal fee for minor applications; however these applicants are required to pay the tariff. No amendment proposed.</p>
37	Mrs Susie Jenkins	Brightlingsea Nature Network	<p>I feel it necessary to recognise that the disturbance of some habitats cannot be mitigated with financial payments. It is not clear under which circumstances this would be the case and is therefore more likely to leave habitats open to disturbance to the integrity of the habitat through a planning system weighted towards mitigation.</p> <p>We need clearer thought translated into understanding of when mitigation is not appropriate.</p> <p>Certain areas should be protected from development and disturbance.</p>	<p>The SPD is related only to in-combination recreational effects on Habitats sites as identified within the LPAs' emerging or adopted Local Plan HRA/AAs. Other mitigation on-site will still be required to address effects, as and when identified in project-level HRA/AAs of development proposals. No amendment proposed.</p>
38	Mrs Lesley Mitchelmore	Danbury Parish Council	<p>Any costs involved in protecting the Coastal Recreational Areas should be funded by legally binding section 106 agreements with developers without impacting on local councils.</p>	<p>Noted. Coastal Protection Areas are outside the scope of the RAMS. No amendment proposed.</p>

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39	Mr Graham Pike	Resident	A flow chart determining your obligations dependent on the development's size would be helpful.	The on-site requirements of large scale housing development proposals are not within the remit of the RAMS or SPD and will be identified through project-level HRA/AAs. No amendment proposed.
40	Councillor Frank Belgrove	Alresford Parish Council	The use of Rangers to enforce / upkeep protected areas is good. In addition, Water Bailiffs could be employed. The £122 levy does seem low as Essex has a long coastline to "police".	The Essex Coast RAMS SPD sets out a tariff that has been calculated using the projected costs of mitigation and planned housing growth contained within the LPA's adopted or emerging Local Plans. No amendment proposed.
41	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch	Planning must not be passed, where new builds increase the lack of ground soak, and will increase flooding to established property in low lying areas	The SPD is related only to in-combination recreational effects on Habitats sites as identified within the LPAs' emerging or adopted Local Plan HRA/AAs. No amendment proposed.
42	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	This is just another form of tax which will affect the less well off in society. 1. Who will be responsible for the setting of the tax levels? 2. How will the tax be collected? 3. How will this tax be used? 4. Who will oversee the administration? 5. It will prove to be very unpopular 6. It will affect the housing market and the national economy	The SPD sets out who is responsible for the setting of the tariff, how it will be collected, how it will be used and who will oversee the administration of the project. No amendment proposed.
43	Mr John Fletcher	Resident	How do you mitigate? Here we have a superb Warden who is employed by Tendring District Council. He is experienced and has been doing the job for many years. He patrols Hamford Water and ensures the rules are not broken. I would have thought you would have understood that birds adapt. Apart from the boats, the marina has two helicopter landing sights which cause no problems. Incidentally, at Culdrose in Cornwall, the Royal	The good work of existing wardens / rangers is recognised, and a key part of the mitigation package is the employment of additional coastal rangers to patrol the area and educate visitors. The SPD is related only to

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			Navy has the largest helicopter base in Europe, and they have to keep Lanner hawks to keep the birds away.	those in-combination recreational impacts identified through the LPAs' Local Plan HRA/AAs. Mitigation is set out in the costed mitigation package included within Appendix 1 of the SPD. No amendment proposed.
44	Councillor Jenny Sandum	Braintree District Council	Anything that can be done to strengthen the requirement to avoid adverse impacts on Habitats sites (e.g. strengthened requirements to retain existing hedges, trees and vegetation) would be extremely well received.	The SPD is related only to in-combination recreational effects on Habitats sites as identified within the LPAs' emerging or adopted Local Plan HRA/AAs. Other mitigation on-site will still be required to address effects, as and when identified in project-level HRA/AAs of development proposals. No amendment proposed.
45	Mr Gavin Rowsell	Resident	£9 million of tax to be spent on telling people how they should not scare birds... just imagine how much that could help change people's lives for the better if spent on making sure ex-servicemen/women had psychological support, jobs training and housing help, or assisting rape victims of grooming gangs, or a multitude of other social issues.	The Habitat Regulations require likely significant effects on Habitats sites to be mitigated. The SPD is related only to those recreational impacts identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
46	Mrs Angela Faulds	Brentwood and Chelmsford Green Party	The mitigation amount as a whole, and the amount per dwelling, seem ridiculously small, considering the cost of housing in this area.	The Essex Coast RAMS SPD sets out a tariff that has been calculated using the projected costs of mitigation and planned housing growth contained within the LPA's adopted or emerging Local Plans. Other mitigation on-site will still be required to address effects, as and when identified in project-level HRA/AAs of development proposals. No amendment proposed.
47	Mrs Katherine Kane	Rettendon Parish Council	Rettendon Parish Council supports the tariff to fund mitigation measures.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
48	Mr Bernard Foster	Resident	<p>Before you decide if tariffs work you have to be clear on your goals. If it is to cover the costs of a scheme to reduce harm, then the tariff system with continuous monitoring may well achieve this. This does by definition mean the acceptance of gradual decline of these areas due to increasing human activity with the certainty but hopefully rare occurrence of serious failures being inevitable. Adding 0.03% to the price of a dwelling is unlikely to restrict access except possibly to the less well-paid local residents, so to constrain the developments in these sensitive areas is the only real answer. The pressure and legislation that is being used to drive the mass erosion of the Green Belt needs to be matched by an equal pressure to provide open areas, parks with the roads being balanced with paths, cycle tracks and bridle ways to provide residents an acceptable alternative. The constant erosion of PRoW's due to inadequate protection and enforcement drives walkers, riders etc to the only areas left accessible inflicting unnecessary damage. Localism suggests that listening even to rural locals might on occasion bear fruit when it comes to understanding residents' attitudes and that of those most likely to visit.</p>	<p>The Essex Coast RAMS SPD sets out a tariff that has been calculated using the projected costs of mitigation and planned housing growth contained within the LPA's adopted or emerging Local Plans. Other mitigation on-site will still be required to address effects, as and when identified in project-level HRA/AAs of development proposals.</p> <p>Additionally, the effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.</p>
49	Mr Mark Marshall	Resident	<p>Developer tariffs and control should be enforced more. In my area a developer tore out a protected ancient hedgerow with little more than a slap on the wrist. If there was a large fine and enforcement other developers would think twice about flouting the rules.</p>	<p>Payment of the tariff will be required when development is consented. No amendment proposed.</p>
50	Mr Tim Woodward	The Country Land & Business Association (CLA)	<p>CLA members in the areas and Zones of Influence covered by the SPD may be considering small-scale residential developments on their land, and others may be considering setting up tourism enterprises such as camping sites, farm shops, and other retail outlets. These enterprises will provide employment opportunities and will make a valuable contribution to the rural economy. Housing developments on our members' land will help the Government and local authorities to meet housing targets and may include low-cost "starter" units on rural exception sites.</p> <p>These projects will be affected by the financial contributions proposed, when combined with any CIL contributions additionally levied.</p>	<p>The tariff has been calculated based on the level of growth of the LPAs' Local Plans, including allocations and windfall allowances. As the tariff is applicable on a per dwelling basis, it will also apply to unplanned growth that may come forward in the timeline of the project. The tariff is evidence based and proportionate so as to not make new development unviable. This can however be reviewed annually by the Delivery Officer once appointed.</p>

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				No amendment proposed. No amendment proposed.
51	Parish Clerk for West Horndon Parish Council Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS	Noted. No amendment proposed.
52	Mr Alasdair Daw	Billericay Action Group (part of Billericay District Residents Assoc)	<p>The Zones of Influence are based on clumsy radii, in the west and north-west of Basildon Borough this excludes (and only just) the source of the Crouch in Billericay and some of the headwaters of the Mid-Blackwater catchment such as the Mountnessing Brook.</p> <p>The Mountnessing Brook will be affected by the development of 1700-2000 new houses (Policy H17 of the Basildon Local Plan). 2000 x £144 amounts to £288,000 so there would be a significant benefit in altering the boundary in this case.</p> <p>The Crouch would also be effected in a similar way, but it is hard to determine whether the edge of the Zone of Influence includes sites such as H18, H19 and H20.</p> <p>So it is proposed that the Zone of Influence be adjusted very slightly to reflect catchments, at least within Basildon Borough. This could apply to the Blackwater, though the arguments for the Crouch would be weaker (smaller draft Zone of Influence) and those for the Thames weaker again (only parts of it a RAMS site).</p>	The Zones of Influence found within the RAMS document have been calculated based upon data collected through visitor surveys and are only relevant to Habitats Site designations. Any future adjustments to the ZoI are required to be data driven and subject of ongoing monitoring proposed. No amendment proposed.
53	Mr James Taylor	Resident	I support the mitigation tariff.	Noted. No amendment proposed.
54	Ms Jo Steranka	Resident	The SPD's current approach to mitigation appears at this stage to be simply one of 'doing something that might help, although the Council accepts that in the long term it will be quite unable to protect these precious habitats'.	Many of the suggested actions are considered relevant for exploration by the Delivery Officer, once appointed. This includes the annual review of both

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			<p>I would suggest the mitigation package is a very defeatist approach to protecting the Designated Sites, particularly since 5 people is an insufficient resource to police public access and environmental degradation on 350 miles of coastline.</p> <p>The mitigations need to include many more pro-active measures giving the County Council powers to manage access in a much more proactive manner. Such measures might include:</p> <ul style="list-style-type: none"> <li>* Bye-laws governing access to and public behaviour specific to each Designated Site.</li> <li>* Periods of site closure at sensitive times such as nesting of ground-nesting birds or seal pupping.</li> <li>* Imposition of significant on-the-spot fines on members of the public caught disturbing wildlife.</li> <li>* Prosecution of members of the public caught damaging Designated Sites, whether through littering and fly-tipping, theft of shingle and sand or other actions which degrade the quality of a Site.</li> </ul> <p>Whilst the public education approach is a start, this is too little and ineffectual.</p> <p>There is no attempt to even suggest mitigations for the pollution to the Designated Sites from land-based sources. The Essex coastline is littered with plastics which have escaped from recycling bins.</p> <p>Having set out a minimalist approach to protection of the Designated Sites, the tariff per new dwelling is then calculated by the simple division of total cost for this inadequate programme by the expected number of new dwellings. In February 2020, the average cost of a house in Essex was £377,984. The Tariff therefore represents 0.032% of the average purchase price of the new developments. This is a drop in the ocean compared to the cost of purchasing a newly-built house.</p>	<p>the effectiveness of the mitigation package and the extent of the tariff over the lifespan of the RAMS project. No amendment proposed.</p> <p>The RAMS and SPD are relevant to housing growth at the LPA level. It is the relevant LPAs who are responsible for preparing, adopting, delivering and implementing the RAMS and SPD, not ECC. No amendment proposed.</p> <p>The RAMS toolkit includes many of the proposed mitigations included in the response. The Essex RAMS toolkit includes, within the 'education and communication' Action Area, direct engagement with clubs and relevant organisations. The implementation of this can begin once the Delivery Officer is appointed. Additionally, the effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.</p>

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			<p>I suggest that the approach to calculating the financial requirements for mitigating the effects of new residential development over the next 20 years needs to be revised. For the reasons above, there is no reason why the Council should not increase the budget to protect the Designated Sites fourfold to £35,661,792 so that a more credible set of mitigations can be implemented. This would increase the tariff on each new dwelling to a mere £489, or 0.13% of the average purchase price.</p>	
55	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	<p>4.3 The cost has been worked out based on figures from February 2019. Before this strategy is accepted, an increase in line with inflation will have to take place.</p> <p>Tariff 4.4: A tariff of £122.30 per new dwelling is being discussed as a way of paying for this mitigation strategy but (as I understand it), it is not currently adopted by all councils and therefore revenue is being lost.</p> <p>4.5: Have pay rises been factored into this cost, or does that come under the tariff being index linked? The contingency is already tight. What happens if not all the homes planned get built? Will fines contribute to the cost of the strategy going forward?</p> <p>4.12 I refer to a previous comment that LPA's are under pressure to provide housing numbers, thus, potentially, the tariff may not be collected if developers push back.</p>	<p>The final SPD will factor in inflation to reflect accurate costs at the time of adoption and index-linked (using Retail Price index (RPI)) to 2038. This includes salary pay rises, which are factored into the mitigation costs and not part of the 10% contingency. Contributions are already being collected by the LPAs. No amendment proposed.</p> <p>The tariff will need to be paid before the commencement of the development in all cases and as a requirement of planning permission, unless alternative bespoke mitigation is delivered and agreed as suitable by Natural England. No amendment proposed.</p>
56	Mr Michael Hand	Campaign to Protect Rural England - Essex Branch	<p>The current tariff of £122.30 per dwelling is a minuscule proportion of the development cost of a new home and CPRE questions why the costed mitigation package (and resultant tariff) is therefore not larger. This could be affected by a phased or dual zoning - as evident in the Suffolk approach. It is therefore considered to be too simplistic an approach and dwellings already consented in the Local Plan periods - but where building has not already commenced - could surely be retrospectively included to</p>	<p>The Essex Coast RAMS SPD sets out a tariff that has been calculated using the projected costs of mitigation and specifically in relation to in-combination recreational effects resulting from planned housing growth contained within the LPA's adopted or emerging</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>provide a higher overall level of total contributions.</p> <p>It is reassuring that the RAMS contribution is in addition to the payment of any Community Infrastructure Levy or other form of developer contribution. Similarly, it is right and proper that the LPAs legal costs associated with the drafting and checking of the deed are covered by the applicant and are in addition to the statutory planning application fee.</p>	<p>Local Plans. Other mitigation can be expected to be delivered to address other effects identified on Habitats sites to address the recommendations of project-level HRA/AAs. The tariff payment is in addition to any relevant CIL payments. No amendment proposed.</p>
57	Mrs Cecilia Dickinson	Resident	I do not like this format - section by section.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.
58	Mr Gerald Sweeney	Carney Sweeney on behalf of Seven Capital (Chelmsford)	<p>Whilst the SPD seeks to provide a mechanism for how a RAMS contribution has been calculated and how it is payable, we do not agree with the implementation of a 'blanket tariff' for a RAMS contribution. The SPD proposes the collection of RAMS contribution through a Section 106 Agreement or Unilateral Undertaking.</p> <p>The proposed tariff of £122.30 per dwelling is in our opinion premature, as some developments may have less or more harm than others. As such, the implementation of a 'blanket tariff' does not take into account whether the planning obligation to secure the proposed RAMS contribution is necessary; directly related to the development and fairly and reasonably related to the scale and kind of development as required at Paragraph 56 of the NPPF.</p> <p>It is noted at Appendix 2 that a RAMS contribution in respect of Student Accommodation schemes is proposed to be applied on a 'proportionate basis'. From our reading of Appendix 2, it appears that part of the justification for this approach is due to such uses having an absence of car parking and the inability for students in purpose-built student accommodation to keep pets, and therefore, "... the increase in bird disturbance and associated bird mortality, will be less than dwelling houses...". This approach demonstrates that there is an ability to make some concession for certain types of 'housing developments' depending</p>	<p>The RAMS and SPD applies only to 'in-combination effects' which have been identified within the HRAs of the LPAs' Local Plans. Each Local Plan's resultant AA, and consultation with Natural England, has identified the need for the RAMS to mitigate in-combination effects and enable development.</p> <p>The Essex Coast is unique and cannot be replicated. Evidence shows that residents living within the Zone of Influence visit the coast, thus the tariff is applicable to mitigate the effects of new housing growth.</p> <p>The tariff is evidence based and proportionate so as to not make new development unviable. It is considered inappropriate to apply a 'sliding-scale' in regard to the tariff at this stage and a 'blanket tariff' is proposed as the</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>on the nature of the use, but we would go further as matters relating to the location and sustainability credentials of a site and the proposed scheme should also be taken into account.</p> <p>Therefore, we request that any contribution should be proportionate as to the degree of proven harm from a scheme, and in addition to this, where it is commercially viable for the scheme to make a RAMS contributions (over and above any CIL liability and other requested S106 contributions). As such, Paragraph 4.4. should be amended to include the following:</p> <p>"Contributions from developments towards mitigation and measures identified in the Essex Recreational Disturbance Avoidance and Mitigation Strategy (RAMS) will be sought against the identified harm of that scheme. The level of contribution will also be tested in the context of commercial viability of the overall scheme to avoid non-delivery of allocated sites."</p> <p>The basis for the RAMS contribution is noted as being to "... mitigate the additional recreational pressure in a way that ensures that those responsible for it, pay to mitigate it at a level consistent with the level of potential harm" (Paragraph 2.15 of the draft SPD).</p> <p>The payment of any RAMS contribution prior to commencement of development is therefore not deemed necessary as a scheme during the construction phase would not generate additional population. It is more appropriate that any RAMS contribution should be payable prior to the occupation of the development. and Paragraph 4.6 should be amended accordingly.</p>	<p>RAMS seeks to mitigate 'in-combination' effects i.e. those identified from accumulated housing growth in the ZoI. This can however be reviewed annually by the Delivery Officer once appointed. No amendment proposed.</p> <p>An amendment to the SPD setting out the requirements of development proposals in regard to statutory HRA procedures and on-site mitigation, and the specific effects the RAMS will mitigate in accordance with Regulation 122 of the CIL Regulations, is proposed.</p> <p>An amendment justifying the inclusion of C2 Residential Institutions and C2A Secure Residential Institutions as qualifying within the scope of tariff payments is proposed.</p> <p>Paragraph 4.6 of the SPD justifies that the tariff will be payable prior to commencement as 'this is necessary to ensure that the financial contribution is received with sufficient time for the mitigation to be put in place before any new dwellings are occupied.' Elements of the mitigation package, such as the appointment of staff, can take time to implement. Others, such as surveying work, can only be undertaken at</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				certain times of the year. It is considered important that mitigation relevant to the RAMS is delivered first, rather than potentially retrospectively, in order to ensure there is no possibility of harm resulting from development. No amendment proposed.

## Section Five – Alternative to paying into the RAMS

*Table 7 – Section Five: Summary of consultation responses and actions*

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	I am concerned that there is a conflict of interest if the developers are contributing and in return this helps speed up the planning/approval process. Tight measures need to be in place.	Noted. No amendment proposed.
2	Magister Debbie Bryce	Landlord	Mitigation or compensation? Local authorities are not aware of the distinction. Do you want to prevent damage or just feel better and kid yourself that you can recreate Habitat elsewhere? The fact that the Habitat does not occur naturally elsewhere should tell you that you can't mitigate or compensate.	The SPD is related only to those in-combination recreational impacts identified through the LPAs' Local Plan HRA/AAs. The tariff can only legally be utilised to deliver the detailed mitigation included within the RAMS and reiterated within Appendix 1 of the SPD. No amendment proposed.
3	Mrs Frances Coulson	Resident	I would rather trust council visitor data than applicants'.	Noted. No amendment proposed.
4	Mrs Aileen Cockshott	Resident	RAMS seems a more pragmatic solution and we should not offer an alternative.	Although the tariff is introduced, applicants may wish to propose bespoke mitigation as an alternative to the tariff, if it is deemed suitable by

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				Natural England and the LPA. No amendment proposed.
5	Mrs Amy Gardener-Carr	Resident	Do not build here.	All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. No amendment proposed.
6	Mrs Julie Waldie	Resident	Para 5.1 seems more sensible to me. Fairer and more cost effective too.	Noted. No amendment proposed.
7	Mr Terry Newton	Resident	I think a more inclusive survey would be necessary at this time. With the emphasis on what local households would prefer at this time and going forward for future generations. This would be prudent, whoever is paying for mitigation to take place.	Noted. No amendment proposed.
8	Mr Brian Mills	Resident	The proposals look ok.	Noted. No amendment proposed.
9	Mrs Angela Harbottle	Resident	I agree developer contributions are the better option.	Noted. No amendment proposed.
10	Mr Charles Joynson	Resident	It hardly seems likely that the developer will go to all the effort to perform visitor surveys in order to reduce the £122.30 payment. However, if they do attempt to do this before the dwellings are occupied it will under-represent the true figure. Many future residents will discover the full geography available to them and their dogs. So, both before and after occupation visitor surveys will under-represent the true wildlife disturbance situation.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. Alternatives must be equal to or better than a payment of

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				the RAMS tariff. No amendment proposed.
11	Mr John McCallum	Resident	My alternative to paying into RAMS is to not allow the developments in the first place.	All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. No amendment proposed.
12	Mrs Mary Drury	Resident	Asking for money is not the answer; it will make for resentment as it will not be used properly. Councils waste money.	The tariff can only legally be utilised to pay for the mitigation contained within the RAMS and included within Appendix 1 of the SPD. The RAMS project will be overseen by a working group lead by a newly appointed Delivery Officer. No amendment proposed.
13	Mrs Joanna Spencer	Resident	All residents should be asked for comments on how they feel the wildlife would best be serviced.	A range of stakeholders were engaged during the preparation of the RAMS. No amendment proposed.
14	Cllr Malcolm Fincken	Halstead, Hedingham and District Branch Labour Party	We do not agree that an alternative to paying into the RAMS should be allowed. We consider that some developers may use this alternative as a way of avoiding the payments without showing any real commitment to the alternative.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
15	Mr Peter Dervin	Resident	They could instead build more houses at a cheaper cost, if they did not have to pay an additional tax as this seems to be.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
16	Mr Neil Hargreaves	Resident	For c£100-ish per house no-one is going to bother paying for their own visitor survey.	Noted. No amendment proposed.
17	Mr Aubrey Cornell	Resident	All visitor surveys should be carried out by an independent, unbiased organisation.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
18	Mr Peter Bates	Resident	No. Seems reasonable.	Noted. No amendment proposed.
19	Mr Stephen Ashdown	Resident	Any surveys must be peer assessed to prevent bias by a third party. Evidence must not be solely reliant on private parties and must include studies by relevant educational institutions (e.g. University).	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
20	Mr Graham Womack	Resident	This is a bad idea. The whole idea is to plan mitigation measures at a strategic level. Allowing developers to propose their own measures contradicts this and will be seen as a 'loophole' to include measures that only they will benefit from.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
21	Mrs Joanna Thornicroft	Resident	Individual assessments should have some sort of national recognised certification otherwise unscrupulous developers will be able to bypass the requirements.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
22	Mr Mark East	Resident	The above suggests that the proposals are in place to benefit applicants/developers and not the environment which the population are legally entitled to see protected.	Noted. No amendment proposed.
23	Mrs April Chapman	Resident	I cannot see any need to provide this alternative and see several drawbacks. It will delay schemes, cause court procedures where disputes occur which could add to local councils' costs and will engender resentment. It also encourages the idea that the RAMS mitigation system is flawed.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
24	Mrs Linda Findlay	Resident	Worth and cost needs to be viewed long term. Many possible benefits will be lost when only short-term effects are taken into account.	It can be considered that this may be addressed if appropriate through the actions of the Delivery Officer. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
25	Mr David Evans	Resident	Use concerned organisations to self-police.	It can be considered that this may be addressed if appropriate through the actions of the Delivery Officer. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
26	Mrs Karen Hawkes	South Woodham Ferrers Town Council	Section 5 Alternative to paying into RAMS - Para 5.2 should be removed. There should be no option for developers to carry out their own surveys. If the surveyor evidenced that there was no requirement to fund the tariff; this would result in a shortfall in the anticipated income and as a result projects detailed may not be able to be funded. The tariff should be mandatory for all developments as identified and all applicants should be subjected to the same scrutiny.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
27	Councillor Frank Belgrove	Alresford Parish Council	Town and Parish Councils could assist with surveys.	It can be considered that this may be addressed if appropriate through the actions of the Delivery Officer. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
28	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	<p>I would suggest the mitigation fee should be mandatory or not at all.</p> <p>Any alternative choice would be too difficult to manage and involve long winded negotiations.</p> <p>Mitigation is too big to be 'in house' (i.e. RAMS) Who elects the officers of RAMS? What authority do they have to raise a form of prohibition tax? What will RAMS do with the money raised?</p> <p>Any mitigation scheme should be applied by government taxation for protection.</p>	<p>The RAMS responds to the requirement of the LPAs' Local Plan HRA/AAs, that strategic mitigation is needed to ensure there would be no significant in-combination effects on the integrity of Habitats sites at the Essex Coast as a result of housing growth. The RAMS proposed a suite of mitigation measures that will be funded by the tariff contributions. This satisfies the requirements of the Habitats Regulations and is endorsed by Natural England. No amendment proposed.</p> <p>The provision of mitigation is mandatory for all proposing net new dwellings in the Zone of Influence. Developers have the option to conduct</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
29	Councillor Jenny Sandum	Braintree District Council	I am a bit concerned about applicants conducting their own visitors' surveys. I would prefer if an independent environmental conservation agency such as the Essex Wildlife Trust could be involved.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
30	Mrs Jackie Deane	Great Dunmow Town Council	No objection to the proposals.	Noted. No amendment proposed.
31	Mr Gavin Rowsell	Resident	The alternative in para 5.2 at least gives a slither of hope against this bird tax.	Noted. No amendment proposed.
32	Mrs Angela Faulds	Brentwood and Chelmsford Green Party	We hope this would be very vigorously monitored.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
33	Mr Bernard Foster	Resident	I am not sure there should be an alternative to paying into RAMS as having consistency can often be the best policy as it allows for quicker modification to be introduced should the current adopted standards be proven to fall short of what is required. Is it however currently accepted that paying into RAMS is an entrance fee to build and not an analysis prior to a decision that would ensure the inevitable damage that would occur when evaluated can be justified to future generations?	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				project-level. No amendment proposed.
34	Mr Mark Marshall	Resident	Progress can be positive as long as enforcement and funding is adequate.	Noted. No amendment proposed.
35	Mr Tim Woodward	The Country Land & Business Association (CLA)	<p>We would agree that a "developer contribution" could be more cost-effective for an applicant than carrying out a visitor survey. A properly-conducted survey can be a time-consuming and expensive business, and so applicants might have to engage external consultants to carry out the work.</p> <p>This does not mean, however, that we support the imposition of a developer levy, when extra visitor access (and hence disturbance) to the coast is being actively encouraged by Natural England, and when some local authorities will be imposing a CIL charge on development projects as well.</p>	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. The SPD and RAMS ensures that residential development schemes within the Zone of Influence can come forward with an assurance that there will be no significant in-combination recreational effects on Habitats sites on the Essex Coast. No amendment proposed.
36	Parish Clerk for West Horndon Parish Council Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS.	Noted. No amendment proposed.
37	Mrs Jenny Clemo	Langford & Ulting Parish Council	Delete para 5.2. I do not support applicant/developer conducting their own visitor surveys.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				project-level. No amendment proposed.
38	Mr James Taylor	Resident	No alternative route should be provided.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
39	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	Why would Natural England not be consulted on both scenarios? Natural England could then undertake an independent review of the HRA and the timings of the surveys.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
40	Mr Michael Hand	Campaign to Protect Rural England - Essex Branch	This section is disconcerting, as despite the rigorous and consistent approach provided by the SPD, it also allows an applicant to take alternative action to secure bespoke mitigation to avoid impacts on Habitats sites. In spite of the identified mitigation measures provided by the costed package in Appendix 1, the provision for an applicant to negotiate alternatives to remain in perpetuity will involve considerably more time and cost for the Local Planning Authority (and English Nature). This should be reflected in the level of charge levied by the LPA on the applicant.	Developers have the option to conduct surveys to provide data to support any mitigation options they propose to ensure as an alternative to the tariff, however these must be approved by Natural England and be supported by a legally compliant HRA/AA at the project-level. No amendment proposed.
41	Mrs Cecilia Dickinson	Resident	The more I see of this format the more irritating it becomes - section by section is unnecessary, off-putting and boring.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Section Six – Monitoring of this SPD

**Table 8 – Section Six: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	I think there should be an independent body monitoring the RAMS to ensure there is no conflict of interest and correct measures etc. are actually in place.	The RAMS project will be overseen by a working group and a Delivery Officer once appointed, a Steering Group, Project Board and elected members group. No amendment proposed.
2	Magister Debbie Bryce	Landlord	Monitoring is not conducted. Only enforcement after damage has been done. For example, at Bath & North East Somerset Council, they state they do not monitor mitigation and compliance in S.106 Agreements. What sort of monitoring do you seriously think you can afford? You are an under-resourced small local authority with one tree officer. Try to be realistic.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. Monitoring will be undertaken by the project staff which will include a full-time Delivery Officer. No amendment proposed.
3	Mrs Frances Coulson	Resident	Seems adequate.	Noted. No amendment proposed.
4	Mrs Julie Waldie	Resident	I agree but there is need to check this works. More checks the better.	Noted. No amendment proposed.
5	Mr Terry Newton	Resident	How will visit surveys be carried out? Also, will Essex residents be consulted on what is needed for local recreational needs and green and sustainable wildlife needs? Future generations will not be able to self-monitor if they do not understand their local environment.	Visitor surveys will be carried out by the RAMS delivery team at the Essex Coast. Postcode data will be sought. No amendment proposed.
6	Mr Brian Mills	Resident	What action will be taken if monitoring shows an unacceptable or irreversible situation?	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. This may lead to changes to the mitigation package proposed and possibly changes to the tariff. No amendment proposed.
7	Mrs Linda Samuels	Resident	Will the RSPB have a role within the monitoring process?	It can be considered that the finer details of the monitoring process may be addressed if appropriate through

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				the actions of the Delivery Officer, but it is envisaged that the RSPB will have a role. No amendment proposed.
8	Mr David Kennedy	Resident	Explanation as to how this activity will be funded is needed.	Further monitoring will be funded by the contributions collected through the RAMS project. No amendment proposed.
9	Mr Charles Joynson	Resident	This is good. But what action can they take with limited funds if they find mitigation is not working. Also, what about after 2038? I take it the residents will not be evicted and the houses demolished. Will any mitigations be surrendered, fences removed, and signs left to rust?	As the effects that the RAMS addresses are identified as occurring as a result of LPA Local Plans, the lifetime of the mitigation must reflect that of the Local Plan lifetimes, to 2038. As explained in the RAMS Strategy Document, an in-perpetuity fund will be developed to ensure that mitigation will be delivered in-perpetuity. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. This may lead to changes to the mitigation package proposed and possibly changes to the tariff. No amendment proposed.
10	Mr John McCallum	Resident	The monitoring process should include bodies like Essex Wildlife Trust who already have protected reserves on the coast.	It can be considered that the finer details of the monitoring process may be addressed if appropriate through the actions of the Delivery Officer. No amendment proposed.
11	Mrs Mary Drury	Resident	Monitoring and delivery officers, why? How?	The mitigation package identifies the need of a full-time RAMS Delivery Officer to oversee and manage the RAMS. The effectiveness of the mitigation will be monitored as outlined

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				within Section 6 of the SPD. No amendment proposed.
12	Ms Rachel Cross	Resident	Monitoring of the process needs to happen in year 3 as well or even annually as climate change gains momentum. How will wildlife be monitored?	The Essex Coast RAMS monitoring process, undertaken annually, will be used to inform future reviews of the RAMS and the SPD; therefore, any necessary changes will be made following this process. No amendment proposed.
13	Mrs Joanna Spencer	Resident	An independent wildlife person should be involved.	It can be considered that the finer details of the monitoring process may be addressed if appropriate through the actions of the Delivery Officer. No amendment proposed.
14	Ms Caroline Macgregor	Brightlingsea village councillor	Involvement of local town councils would better express the views of local people rather than district councils.	It can be considered that the finer details of the monitoring process may be addressed if appropriate through the actions of the Delivery Officer. No amendment proposed.
15	Mr Christopher Marten	Resident	Parish wildlife groups and the RSPB must be consulted on any application and the RSPB must be compensated for their involvement.	Natural England are the statutory body that ensure the Habitats Regulations are met, as a consultee for HRA/AA documents. Other bodies are permitted to comment on all live planning applications. No amendment proposed.
16	Mr Peter Dervin	Resident	We do not have enough carers for our old and disabled, nurses in our hospitals, and in almost every other council funded field, but you are now finding the money for monitoring?	The SPD is related only to those in-combination recreational impacts identified through the LPAs' Local Plan HRA/AAs. The SPD proposes a tariff to fund mitigation, and no other sources of funding will be used to

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				ensure its delivery. No amendment proposed.
17	Mr Alan Lycett	Resident	What happens to the results of monitoring. If wildlife is to be protected effectively someone needs to have authority to take appropriate remediation.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. This may lead to changes to the mitigation package proposed and possibly changes to the tariff. No amendment proposed.
18	Mr Neil Hargreaves	Resident	This is an example of the bureaucratic cost of this scheme. Please just read how much work and staffing is in the paragraphs above. Add to this the work at LPAs, including putting in Local Plans and doing the s106 requirement and collection and payment!	Noted. No amendment proposed.
19	Mr Andrew Whiteley	Resident	Monitoring should be set for every 2 years	The RAMS sets out that the visitor survey information is updated within the first two years of the Essex Coast RAMS adoption and repeated every 5 years afterwards to maintain postcode evidence of new residents and justifiable Zones of Influence. The Essex Coast RAMS package of measures will need to be prioritised and delivered on several timescales. The initial priorities will be reviewed by the Essex Coast RAMS Delivery Officer, however, once they are in post. No amendment proposed.
20	Mrs Angela McQuade	Resident	Please monitor closely and robustly.	Noted. No amendment proposed.
21	Mr Stephen Ashdown	Resident	Any major structural changes must result in a public consultation process being repeated.	Any fundamental updates or revisions to the SPD resulting from future monitoring will be subject to consultation in line with the requirements of the Statement of

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				Community Involvement (SCI) of each LPA. No amendment proposed.
22	Mr Michael Blackwell	Resident	This is a good checking system.	Noted. No amendment proposed.
23	Mrs Joanna Thornicroft	Resident	I would like to see more regular scrutiny than annually.	Noted. A review of the monitoring arrangements proposed will be undertaken by the Delivery Officer, once appointed, as stated in Section 7.19 of the RAMS Strategy. No amendment proposed.
24	Mr Mark East	Resident	This all seems rather vague and lacking detail. The public cannot have confidence in its robust delivery.	Noted. No amendment proposed.
25	Mrs Michelle Endsor	Resident	This is paper pushing, meeting after meeting that is being funded when all that is needed is for proposed housing development to take place elsewhere other than an area of natural beauty that requires wildlife conservation, not destruction, not mitigation. There are many urban areas that have fallen into decay and require refurbishment or rebuilding and we would urge that these be utilised before destruction of the few historic wetlands that England has left.	All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. No amendment proposed. The SPD relates to all residential development resulting in a net increase of new dwellings within the Zone of Influence, extending 22km from the coast. This includes many town centres across the county. No amendment proposed.
26	Mrs Linda Findlay	Resident	Once decision made the committee and its leader need to have the power to enforce or penalise.	Section 5.2 of the SPD sets out that if the tariff is not paid on qualifying proposals, then planning permission would not be given. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
27	Mr David Evans	Resident	<p>If monitoring this process and the sites, is anything like the level of evidence submitted in the report then this will be a worthless activity. I point to the statement about the so-called damage being done to Hamford Water.</p> <p>1) It clearly states that there is Jet-Ski activity in Hamford Water and to contain this, the launching of Jet Skis will be prohibited by legislation at Titchmarsh Marina and in the area around Mill Lane in Walton. I would submit that there is no Jet-Ski activity in Hamford Water, the last one was seen several years ago, the launching of Jet-Skis is not permitted at Titchmarsh Marina or at the Walton &amp; Frinton Yacht Club or at the Walton Town Hard. The only place that Jet-Skis launch in this area is in Dovercourt Bay, which is a Tending District Council designated small craft area. Additionally proscribing Jet-Skis totally is contrary to the United Nations Charter of the Seas and Freedom of Navigation to which the UK is a signatory. This applies to all coastal areas that do not dry out at low-tide.</p> <p>2) It states (without clearly identifying the precise location) that people walking on the salt-marsh in the south-eastern corner of Hamford Water, is causing significant damage. Whilst being unsure quite where this alleged activity is occurring, I visit Hamford Water on a daily basis and have done so for over 55 years, I have not seen any such activity and the only places of access in the south eastern area where the foreshore is accessible are at Island Lane and a very small area in Foundry Creek which is a designated industrial site. Even at these sites you would disappear in soft mud if such activity was tried.</p> <p>3) The document includes the Naze area, and states that this is part of the Nature Reserve and has issues with the effect of people going there especially with dogs off the lead, which is seriously affecting the wildlife. It should be noted that this area is not controlled by Essex Wildlife Trust, it is owned by TDC, and was sold to Frinton and Walton Urban District Council (TDC is the successor Council) by Essex County Council on the condition</p>	<p>Effects have been identified within the HRA/AAs of the LPAs Local Plans, regarding future growth, and the RAMS and SPD deals with recommended mitigation. The Essex Coast RAMS monitoring process will be used to inform future reviews of the RAMS and the SPD; therefore, any necessary changes will be made following the review process. No amendment proposed.</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			that it remained a Public Area with the public having complete freedom of access in perpetuity, plus banning dogs off the lead would cause a revolution. There never has been much in way of wildlife up there, a couple of Muntjacs and a few rabbits that have escaped the recent myxomatosis outbreak and a few gulls are about the sum total, nothing has changed there since I first visited the area on the first day it opened to the public in the 1950s after the Ministry of Defence vacated it.	
28	Mrs Karen Hawkes	South Woodham Ferrers Town Council	Page 17, 6.3 Steering Group - This should include relevant partners as detailed in table 4.1 including as proposed previously in this sub-mission in respect of page 12 above. With reference to the steering group, members would welcome a representative from all partnership organisations as detailed on page 13 with the addition of town and parish councils. As currently stipulated in the plan there is no input from RSPB, Essex Wildlife Trust and town and parish councils.	It can be considered that the points made may be addressed if appropriate through the actions of the Delivery Officer. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
29	Mrs Susie Jenkins	Brightlingsea Nature Network	Will the general public be able to view the monitoring data?  Monitoring data should be transparent to enable the community directly affected by the disturbance of their designated habitats to be alerted to oversights or lack of proper data.  This section should inform the public where this information will be available to view and where to raise the alert if the data is not sufficient or available.	All monitoring data will be made publicly available. No amendment proposed.
30	Councillor Frank Belgrove	Alresford Parish Council	Town and Parish Councils could be involved in the monitoring process.	It can be considered that this point may be addressed if appropriate through the actions of the Delivery Officer. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
31	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River	There are plenty of groups who do this such as Essex Wildlife Trust.	It can be considered that this point may be addressed if appropriate through the actions of the Delivery

No.	Name	Organisation	Main Issues Raised	Response / amendment required
		Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch		Officer. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
32	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	RAMS will be yet another organisation on top of the existing 31 organisations.  Who monitors the care of the designated areas? The proposed scheme is purely to raise money for mitigating purposes. The scheme is so complicated, layered and requiring a large army of enforcers to be employed, meaning that money raised for mitigation will simply be used up in salaries. This is just creating jobs for the boys.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
33	Mr John Fletcher	Resident	The area is already well monitored by the Environment Agency, Natural England, RSPB and Marine Management Organisation. How many more monitors do we want?	The effectiveness of the specific mitigation proposed will be monitored as outlined within Section 6 of the SPD. The effectiveness of the RAMS is not currently monitored by any other party. No amendment proposed.
34	Mr Hugh Toler	Blackwater Wildfowlers Association (BWA)	Regarding paragraph 6.4, the BWA maintains a record of all visits by members to its sites. The BWA also places limits on the number of visitors allowed per site, frequency and overall numbers within the organisation. Through this we have managed to maintain a fairly consistent level of activity, which is judged to minimise disturbance while balancing the demands of our members.	Noted. No amendment proposed.
35	Mr Mark Nowers	RSPB	The RSPB would welcome being part of the RAMS Steering Group (section 6.3).	The Delivery Officer and Rangers can explore joint working arrangements, once appointed. No amendment required.
36	Mr Gavin Rowsell	Resident	How can this project have any measurable outcome?  Maybe the RSPB will arrange huge catch nets, usually triggered by loud explosives, to tangle up and capture hundreds of birds, then weigh them,	A strategic monitoring process is proposed to be put in place and will be managed by a dedicated RAMS delivery officer in liaison with each

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			tag them, and note down that they seem happy having not been disturbed due to RAMS.	LPA's own monitoring officers. No amendment proposed.
37	Mr Bernard Foster	Resident	<p>It is essential that for the effectiveness of the RAMS and this SPD, a strategic monitoring process is in place and that it will be managed by a dedicated RAMS delivery officer in liaison with each LPA's own monitoring officers.</p> <p>One problem is that it is reactive with monitoring only taking place annually and the report being provided to each LPA to inform their individual Authority Monitoring Report (AMR). Also, I fear it will become another meeting someone has to attend like buses or highways as long as the box is ticked that is OK. Who will be responsible for activating fit for purpose checks and be responsible for the results if less than satisfactory? A lot can happen in five years, once bad habits can become the acceptable norms. It is common to have personnel progress as part of a career path so how do you intend to create a responsive environment within the group. Does responsibility stay within the group or stay with the decision makers? It does not help you build any trust when individuals, communes or travellers move onto a site in a Ramsar area and years later are still there playing the planning system.</p>	It can be considered that this point may be addressed if appropriate through the actions of the Delivery Officer. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. A strategic monitoring process is proposed to be put in place and will be managed by a dedicated RAMS delivery officer in liaison with each LPA's own monitoring officers. No amendment proposed.
38	Mr Mark Marshall	Resident	A lot can happen in a year, 6 monthly monitoring should be considered.	The RAMS sets out that the visitor survey information is updated within the first two years of the Essex Coast RAMS adoption and repeated every 5 years afterwards to maintain postcode evidence of new residents and justifiable Zones of Influence. The Essex Coast RAMS package of measures will need to be prioritised and delivered on several timescales. The initial priorities will be reviewed by the Essex Coast RAMS Delivery Officer, however, once they are in post. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
39	Mr Tim Woodward	The Country Land & Business Association (CLA)	<p>As pointed out above, extra recreational access to the Essex Coast will be encouraged and facilitated by the delivery of the England Coast Path by Natural England. This will inevitably increase disturbance to habitats and resident and migratory bird species, regardless of the extent of any development in the area. In some sections of the coast, there will now be formalised recreational access for walkers and dogs where hitherto there has been no public access.</p> <p>It is hoped that monitoring will have regard to this and will not lay responsibility for the effects of increased access solely at the door of landowners and developers.</p>	The SPD is related only to those in-combination recreational impacts identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
40	Parish Clerk for West Horndon Parish Council Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS.	Noted. No amendment proposed.
41	Mrs Jenny Clemo	Langford & Ulting Parish Council	Monitoring should be after 1 year and subsequently every 2 years.	The RAMS sets out that the visitor survey information is updated within the first two years of the Essex Coast RAMS adoption and repeated every 5 years afterwards to maintain postcode evidence of new residents and justifiable Zone of Influences. The Essex Coast RAMS package of measures will need to be prioritised and delivered on several timescales. The initial priorities will be reviewed by the Essex Coast RAMS Delivery Officer, however, once they are in post. No amendment proposed.
42	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	Para 6.1 - Will the RAMS Officer be truly independent of the LPA's?	It can be considered that this point may be addressed if appropriate through the actions of the Delivery

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>Para 6.2 - Will the annual report be submitted to independent bodies, such as the RSPB and EWT?</p> <p>Para 6.3 - EWT are not part of the steering group and they are present at Abberton Reservoir which is a key site for birds. General Comment: Similar schemes have been created in other parts of the country, but they haven't been running long enough to ascertain if these schemes actually work.</p>	<p>Officer. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. A strategic monitoring process is proposed to be put in place and will be managed by a dedicated RAMS delivery officer in liaison with each LPA's own monitoring officers. The Delivery Officer will be employed by one of the partner LPAs and engage with key local stakeholders once appointed. The RAMS annual report will be published. No amendment proposed.</p>
43	Mrs Cecilia Dickinson	Resident	The more I see of this format the more irritating it becomes - section by section is unnecessary, off-putting and boring.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Section Seven - Consultation

**Table 9 – Section Seven: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	There is not enough detail to comment at this stage. I need to understand what areas could be affected, what is actually being done to mitigate. If there is a breeding season, then possibly pathways need to be closed off etc.	Noted. No amendment proposed.
2	Magister Debbie Bryce	Landlord	There should be no development that will lead to more disturbance of European protected sites.	The principle of the RAMS and the SPD ensures that in-combination recreational effects will not be realised on the Essex Coast's Habitats sites as a result of residential development. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
3	Mrs Frances Coulson	Resident	It is important to maintain the wildlife. Mitigation of damage is vital, and I think the suggestions are good for a code, designated paths etc.	Noted. No amendment proposed.
4	Mrs Amy Gardener-Carr	Resident	Why is this even being considered with growing flood concerns, destruction of habitat of wildlife.	All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. No amendment proposed. The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only and to deliver the mitigation proposed in the RAMS. No amendment proposed.
5	Rev. Ian Scott-Thompson	Resident	These consultations seem designed for planning professionals. The language and response format are difficult for ordinary residents to use.	Where technical terminology and acronyms are used, these are defined in the SPD. Efforts have been made to ensure that the SPD is clear and minimises the use of jargon. An abbreviations list is also provided. No amendment proposed.
6	Mr Charles Joynson	Resident	I wonder what the environmental charities Royal Society for the Protection of Birds, Essex Wildlife Trust etc have to say about this plan. The excessive use of acronyms makes these documents hard to read.	The RSPB and EWT have been invited for comment as part of the consultation. Where technical terminology and acronyms are used, these are defined in the SPD. Efforts have been made to ensure that the SPD is clear and minimises the use of jargon. An abbreviations list is also provided. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
7	Mrs Mary Drury	Resident	The subject of ecology/environment care should be started as soon as a child starts to read.	Noted. No amendment proposed.
8	Mrs Alwine Jarvis	Resident	I think it is great that the general public are consulted for their views. However, the papers are extensive to read and not many people will find the time to read them. I would have felt it would have been better to do this as a survey with suggestions and tick boxes to obtain people's' view, with a section at the end for additional comments.	Where technical terminology and acronyms are used, these are defined in the SPD. Efforts have been made to ensure that the SPD is clear and minimises the use of jargon. An abbreviations list is also provided. No amendment proposed.
9	Mrs Joanna Spencer	Resident	This consultation should have been widely advertised in papers and local communities.	Noted. The consultation was conducted in line with national Regulations and LPA Statements of Community Involvement. A Public Notice was placed in the Essex Chronicle. No amendment proposed.
10	Ms Caroline Macgregor	Resident	This consultation should have been more widely publicised by alerts and newspaper and radio articles.	Noted. The consultation was conducted in line with national Regulations and LPA Statements of Community Involvement. A Public Notice was placed in the Essex Chronicle. No amendment proposed.
11	Mr Alan Lycett	Resident	The SPD is a very high-level document. It needs to be converted into a more detailed document so that important features such as metrics can be added.	Noted. Further detail is provided in the RAMS. No amendment proposed.
12	Mr Brian Jones	Resident	All sections are clear but it seems likely that outside pressures to ignore some of the rules will occur.	The RAMS and SPD will be subject to annual monitoring regarding effectiveness, as outlined in Section 6 of the SPD. No amendment proposed.
13	Mr Peter Bates	Resident	I consider that the letter informing residents about this consultation is designed not to encourage responses: it was not written with anyone except planners or solicitors in mind. It is necessary to scroll down to see the entire text - many people will not realise the full extent of the document they are answering questions on.	Noted. LPAs will seek to ensure that future consultation notifications are as clear as possible. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
14	Mr Graham Womack	Resident	When is the SPD expected to be implemented? How will it be applied retrospectively to the Local Plans that are currently out for consultation?	The SPD is expected to be adopted by each authority by Summer 2020. The collection of the tariff by partner LPAs has been ongoing since the emergence of the RAMS document in 2018/19.
15	Mrs Joanna Thornicroft	Resident	The consultation did not seem to be too well advertised. It has also asked me for a lot of personal information, and I cannot see anything telling me how data will be used as per the General Data Protection Regulation.	Noted. The consultation was undertaken in accordance with each authority's Statement of Community Involvement (SCI) and was advertised accordingly. No personal information will be published and it will be kept by Place Services only for the purposes of notifying respondents on the progression of the SPD. The 'Statement of Representations' includes details on how comments will be used and GDPR. The consultation was conducted in line with national Regulations and LPA Statements of Community Involvement. A Public Notice was placed in the Essex Chronicle. No amendment proposed.
16	Councillor Richard van Dulken	Braintree District Council	Local Authority and related documents never seem to have summaries of the contents, to avoid the need to plough through page after page, and in the case of this consultation, document after document.	Sections 2 and 3 of the SPD provide summaries of the RAMS and scope of the SPD. Additionally, the SPD signposts a 'frequently asked questions' (FAQ) document' which is available on the Bird Aware Essex Coast website. No amendment proposed.
17	Mr Mark East	Resident	The consultation lacks evidence of data collected to date to formulate the RAMS. This should be made available for transparency purposes.	The RAMS document, signposted within the SPD and linked within the consultation portal, includes the data

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				collected in formulating the RAMS. No amendment proposed.
18	Mr. David Gollifer	Resident	Satisfactory.	Noted. No amendment proposed.
19	Mrs Linda Findlay	Resident	Give feedback. Justify decision made relating to consultation points. Do not allow repeated consultations to delay positive decisions.	This 'You Said We Did' report intends to justify decisions made related to points raised during the consultation. No amendment proposed.
20	Mr Barrie Ellis	Resident	No amendments proposed. The document is clear.	Noted. No amendment proposed.
21	Mr David Evans	Resident	We believe the spending of tax-payers money to impose restrictions on the lawful and peaceful use of this very unique area is totally unwarranted and may even prove to be counterproductive. If it is bird life you are concerned about, I strongly suggest that you look at the Hamford Waters Bird surveys conducted by the Warden, these show consistent healthy increases. It should also be questioned why the EA licence the blowing of eggs of the Lesser Black Backed Gull on Hedge End Island, or is it that only certain parts of the natural world are to be allowed to blossom?	The RAMS and SPD relate to future planned growth, and the recreational impact that housing can be expected to have across the 12 partner LPAs. Current conditions act as a baseline against which future effects and mitigation can be identified. No amendments proposed.
22	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	This Essex Coast RAMS Supplementary Planning Document was not sufficiently promoted. It was only by word of mouth that this document has been circulated. This scheme is unnecessary, unworkable and dictatorial.	The RAMS and SPD have been identified as required through compliance with EU law, namely the 'Habitats Directive' and 'Birds Directive'. The consultation was conducted in line with national Regulations and LPA Statements of Community Involvement. A Public Notice was placed in the Essex Chronicle. No amendment proposed.
23	Mr Hugh Toler	Blackwater Wildfowlers Association	In principle we support the objectives of the SPD. We limit disturbance in two ways first by limiting the numbers in our organisation and secondly by minimising public access to our wetlands by appropriate signs.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
24	Mr Gavin Rowsell	Resident	I look forward to my comments being considered properly, as at every stage of the process so far, concerns of anyone other than those with a vested interest in the project, have fallen on deaf ears.	Noted. All comments received to the consultation will be considered and used to inform the final SPD. More details will be set out within a 'You Said We Did' document. No amendment proposed.
25	Mr Bernard Foster	Resident	The consultation system is reasonably easy to work through.	Noted. No amendment proposed.
26	Parish Clerk for West Horndon Parish Council Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS.	Noted. No amendment proposed.
27	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	<p>Will the comments taken from the NEGC Inspector Review Workshops in January 2020 also be taken into account? Points that were made include: Other RAMS that exist in the country are new and mitigation measures have not been tried and tested due to their infancy / The RAMS are based on soft measures / The bye-laws will need to be updated as they are out of date as they look at things like vessel speeds / There is no code of conduct at present for clubs that organise water sports such as paragliding / Rangers will need to interact with users and the zones of interest are under-estimated / Paragliding, one of the worst offenders for bird disturbance, is a niche activity and it can be tourists to the area that have the worst impact, not the housing itself.</p> <p>Natural England wanted to be an independent body for wildlife, but the last coalition government told them they could not be truly independent and thus mitigation strategies were born rather than protecting areas of interest from development. RSPB has not endorsed this particular scheme, although it has been asked to be part of the steering group. What if not all the housing supply comes forward and the strategy is left in a deficit position? You cannot replace what is lost. The Essex Coast RAMS</p>	<p>The Essex Coast RAMS has been accepted by the Inspector who examined the Chelmsford Local Plan. It can be considered that the points made may be addressed if appropriate through the actions of the Delivery Officer. The SPD sets out a funding mechanism for the delivery of the mitigation included within the RAMS.</p> <p>Regarding effectiveness of the mitigation, Section 6 of the SPD outlines monitoring arrangements of the SPD and the RAMS. This will, alongside other monitoring requirements of the LPAs, cover housing delivery. The tariff may be liable to change over time to ensure effective mitigation can be delivered.</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			may take time to implement and thus developers will get their planning permission through before they have to contribute. The tariff per dwelling may need to change.	The RSPB are not members of the Steering Group.  No amendments proposed.
28	Mrs Cecilia Dickinson	Resident	The more I see of this format the more irritating it becomes - section by section is unnecessary, off-putting and boring.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Section Eight – Useful Links

*Table 10 – Section Eight: Summary of consultation responses and actions*

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	Useful links are not enough. I want to see a summary which details the current issue, what the high-level mitigation proposals are, what they are going to cost, how long it is going to take etc. A simple excel spreadsheet/some visual aid would be very helpful.	It is considered that RAMS Strategy and SPD sufficiently summarises the issue, outlines strategic mitigation and its cost, and the timelines for the delivery of the mitigation. No amendment proposed.
2	Mrs Frances Coulson	Resident	Remember horse riders. We share access with those who do not understand horses and risk (loose dogs - also a risk to wildlife but no enforcement on requirement for leads). There is a concern that the RAMS would lead to a loss of places to ride.	Noted. There are no proposals in the RAMS to remove bridleways. No amendment proposed.
3	Mrs Aileen Cockshott	Resident	Are the RSPB involved in this process?	The RSPB were invited to both of the preliminary workshops essential to devising the RAMS and the RSPB provided valuable support for the RAMS and Bird Aware. Only the partner LPAs and Natural England were involved in the steering group as the RAMS and SPD are considered technical Local Plan documents.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				The RAMS toolkit states that, for the 'Habitat based measures' Action Area, partnership working may include such organisations as 'Natural England, Environment Agency, RSPB, Essex Wildlife Trust, National Trust, landowners, local clubs and societies.' No amendment proposed.
4	Mr Charles Joynson	Resident	The Bird Aware website is useful.	Noted. No amendment proposed.
5	Mrs Mary Drury	Resident	Ensure nature awareness in schools.	Noted. This can be considered by the Delivery Officer once in post. No amendment proposed.
6	Mr Christopher Marten	Resident	As a bird watcher I visit these areas on a regular basis and population levels have already reached unsustainable levels. At certain times of the day, roads in and out of these areas are impassable and restricted areas of parking mean an increase in traffic noise and pollution to local residents.	Noted. No amendment proposed.
7	Mr Gary Freeman	Resident	RSPB should be on the list.	<p>The RSPB were invited to both of the preliminary workshops essential to devising the RAMS and the RSPB provided valuable support for the RAMS and Bird Aware. Only the partner LPAs and Natural England were involved in the steering group as the RAMS and SPD are considered technical Local Plan documents.</p> <p>The RAMS toolkit states that, for the 'Habitat based measures' Action Area, partnership working may include such organisations as 'Natural England,</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				Environment Agency, RSPB, Essex Wildlife Trust, National Trust, landowners, local clubs and societies.' No amendment proposed.
8	Mr Alan Lycett	Resident	I suggest you consider including other stakeholders involved in the protection of wildlife. For example, Royal Society for the Protection of Birds; do not stop with the obvious local stakeholders.	The Royal Society for the Protection of Birds (RSPB) has been added to the list of useful links in the SPD.
9	Mr John Camp	Resident	Essex Wildlife Trust and Royal Society for the Protection of Birds should be added.	The Essex Wildlife Trust (EWT) and Royal Society for the Protection of Birds (RSPB) have been added to the list of useful links in the SPD.
10	Mr Stephen Ashdown	Resident	Should also contain details of Essex County Council and how the problem can be escalated.	Essex County Council sit on the Steering Group of the RAMS to provide advice and guidance. ECC are not a partner in the RAMS as it is the LPAs who are responsible for preparing, adopting, delivering and implementing the RAMS. No amendment proposed.
11	Mr Mark East	Resident	The links are top level perhaps they should link to RAMS elements.	Noted. No amendment proposed.
12	Mrs Linda Findlay	Resident	Utilise environmentalist knowledge and advice, e.g. Tony Juniper author of 'What has nature ever done for us?' This includes positive practical action to protect coasts.	Noted. No amendment proposed.
13	Mrs Susie Jenkins	Brightlingsea Nature Network	Very helpful links.	Noted. No amendment proposed.
14	Councillor Frank Belgrove	Alresford Parish Council	Link to the Environment Agency?	The Environment Agency has been added to the list of useful links in the SPD.
15	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River	These sites are easy to find.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
		Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch		
16	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	The wildlife of the Essex Coast is threatened by the increase in population in the Zone of Influence and this aspect is controlled by the Planning Committees of these links.	Planning Officers from each LPA within the Zone of Influence have been involved within the process of the RAMS and the SPD through attendance of a RAMS Steering Group. It is expected that the SPD will be adopted by each authority by Summer 2020. No amendment proposed.
17	Mr Gavin Rowsell	Resident	I could not readily see any link to any empirical justification of the whole RAMS idea. Also, no link to studies by people like Professor John Goss-Custard whose talks and papers titled Mud, Birds and Poppycock make enlightening reading.	Justification to the RAMS and the SPD can be found within the Local Plan HRA/AAs of each partner LPA. No amendment proposed.
18	Mr Bernard Foster	Resident	Very useful both for this consultation and future reference.	Noted. No amendment proposed.
19	Mr Steven Smith	Comments offered on behalf of: Lower Farm, East End Green, Brightlingsea	Reference should be made to the England Coast Path (ECP). Natural England have started to investigate how to improve coastal access along an 81 km stretch of the Essex Coast between Salcott and Jaywick. This new access is expected to be ready in 2020. Officers from Essex County Council have provided Natural England with expert local advice and helped to make sure there is full consultation with local interests during the development of the route which is expected to be published later this year.	The Essex Coast Path proposal, and any effects on recreational disturbance, are not within the scope of the mitigation proposed in the RAMS and the SPD. No amendment proposed.
20	Parish Clerk for West Horndon Parish Council	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	Kim Harding			
21	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	National Planning Policy Framework (NPPF) is not listed here.	The content of the NPPF is effectively covered in the 'Planning Practice Guidance' link, however an amendment to include the NPPF within this section is proposed.
22	Mr Michael Hand	Campaign to Protect Rural England - Essex Branch	The Department for Environment Food & Rural Affairs (Defra) Magic Map tool is slow to load, difficult to navigate and functionally complex. It was not possible to find the definitive Zones of Influence mapping - as indicated in section 3 of the consultation document - despite several attempts.	It is proposed that the RAMS, SPD and this 'You Said, We Did' report are offered to Defra. No amendment proposed.
23	Mrs Cecilia Dickinson	Resident	The more I see of this format the more irritating it becomes - section by section is unnecessary, off-putting and boring.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Section Nine - Glossary

**Table 11 – Section Nine: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	This section does not add any substance and could be shown as another "link"	Noted. No amendment proposed.
2	Mr Bob Tyrrell	West Bergholt Parish Council	Ok.	Noted. No amendment proposed.
3	Mr Terry Newton	Resident	I suspect that national guidelines and certain bodies could override local concerns and needs. Has Essex now become linked to the National Coast Path, and is it widely published, and the route signposted? It is correct to have all interested organisations to monitor the mitigation, but it could generate conflicts of interest.	The SPD is related only to those recreational impacts identified through the LPAs' Local Plan HRA/AAs. No amendment proposed.
4	Mr	Resident	Looks good	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	Brian Mills			
5	Mrs Mary Drury	Resident	High schools and colleges should be given charts and information.	Noted. No amendment proposed.
6	Mrs Alwine Jarvis	Resident	I wished you had not used the abbreviations throughout the document as there are many abbreviations which makes it harder to follow reading the documents.	An amendment to move the glossary and list of abbreviations to front of the SPD is proposed, with added description explained in footnotes where necessary and newly introduced.
7	Mrs Joanna Spencer	Resident	Aircraft fuel dumping and fumes and shooting of birds needs to be looked at, you are trying to make a better place but at the same time killing birds and also harming them with aviation fuel.	Noted. No amendment proposed.
8	Ms Caroline Macgregor	Brightlingsea village councillor	Local people do not wish to see the further development of rural Essex as a part of the Haven Gateway to accommodate London overspill. The impact on human health as well as birds and wildlife from pollution will be catastrophic. Local monies would be better spent on conserving our coastline and preparing for rising sea levels.	Noted. No amendment proposed.
9	Mr Alan Lycett	Resident	Presumably this is a living document so additional information may be added to this and other sections. Need to ensure document management standards are visible on each section/ page.	The RAMS is a living document and will be reviewed annually and updated accordingly. Should any subsequent amendment to the RAMS lead in turn to a need for an amendment to the SPD, this will be forthcoming. An amendment to move the glossary and list of abbreviations to front of the SPD is proposed, with added description explained in footnotes where necessary and newly introduced. No amendment proposed.
10	Mr Stephen	Resident	The section needs to be written in plain English, wording again is not inclusive of people of every educational level.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	Ashdown			
11	Mr Mark East	Resident	This section appears to be ok.	Noted. No amendment proposed.
12	Mr. David Gollifer	Resident	Satisfactory.	Noted. No amendment proposed.
13	Mrs Dawn Afriyie	Resident	Many rare bird species have been seen in the last few months on the Essex Coast. These birds will disappear when our coastal land is built on, having an impact on all the other wildlife. No more building.	All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. No amendment proposed. The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only and to deliver the mitigation proposed in the RAMS. No amendment proposed.
14	Mr Graham Pike	Resident	Very useful.	Noted. No amendment proposed.
15	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch	Let nature take its own course, it always wins.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
16	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	Now the UK is no longer a member of the EU it will no longer have to comply with the E.U directives and can now take back control to suit its own requirements?	The content of the relevant EU Directives related to birds and habitats have been transposed into UK law and will continue to apply. No amendment proposed.
17	Mr Hugh Toler	Blackwater Wildfowlers Association	Might it be worth noting 'A Site of Special Scientific Interest (SSSI) is a formal conservation designation' within the UK. Activities within SSSIs are subject to regulatory control.	An amendment to include SSSIs within the Glossary is proposed.
18	Mr Gavin Rowsell	Resident	The list of designations is not complete.	An amendment to include SSSIs within the Glossary is proposed.
19	Mr Bernard Foster	Resident	It is always useful to have a reference.	Noted. No amendment proposed.
20	Parish Clerk for West Horndon Parish Council Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS.	Noted. No amendment proposed.
21	Mr Michael Hand	Campaign to Protect Rural England - Essex Branch	The Zones of Influence are defined in the Glossary as "the distance within which new residents are likely to travel to the Essex Coast Habitats sites for recreation". Given the comments provided in Section 3 and 4 above, perhaps a more subtle graded Zone of Influence framework is more appropriate (such as Zones A & B in the equivalent Suffolk model). This would better reflect proximity to coast, centres of growing population and accessibility variables rather than a simplified single Zone.	The RAMS sets out how the Zone of Influence was calculated, including using visitor surveys. Questions asked of visitors to the SPA locations were designed to collect data on the reasons for visits as well as postcodes to evidence Zones of Influence. Additional surveys will improve the robustness of the datasets and repeat surveys of visitors will be undertaken at the earliest opportunity to review the postcode data and Zone of Influence. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
22	Mrs Cecilia Dickinson	Resident	The more I see of this format the more irritating it becomes - section by section is unnecessary, off-putting and boring.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Section Ten - Acronyms

*Table 12 – Section Ten: Summary of consultation responses and actions*

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	Put your acronyms at the beginning of this consultation not at the end. Also, a search button would probably be more useful or an icon to click on for the acronym, glossary etc. This needs to be made easier for residents to read and fully understand.	It is proposed that the Acronym section is moved to the beginning of the SPD.
2	Magister Debbie Bryce	Landlord	SPA, SAR, SSSI, Ramsar - all apply to the Essex Coast. Why damage it further?	All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. No amendment proposed.
3	Mr Terry Newton	Resident	Acronyms are ok if they are known by the people who need to access the information. Most of the general public would not now what they represent.	It is proposed that the Acronym section is moved to the beginning of the SPD.
4	Mr Charles Joynson	Resident	No acronyms should be used if you want to engage the public. They are only useful for the writers.	Acronyms have been used throughout the SPD for the purposes of conciseness. It is proposed that the Acronym section is moved to the beginning of the SPD.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
5	Mrs Mary Drury	Resident	The acronym 'AA' means many things to many people. Instead of the acronym 'RAMS' why not just say care of environment? The 'Zone of Influence' is a zone -not an area.	Acronyms have been used throughout the SPD for the purposes of conciseness. It is proposed that the Acronym section is moved to the beginning of the SPD.
6	Mr Christopher Marten	Resident	RSPB must be consulted.	<p>The RSPB were invited to both of the preliminary workshops essential to devising the RAMS and the RSPB provided valuable support for the RAMS and Bird Aware. Only the partner LPAs and Natural England were involved in the steering group as the RAMS and SPD are considered technical Local Plan documents.</p> <p>The RAMS toolkit states that, for the 'Habitat based measures' Action Area, partnership working may include such organisations as 'Natural England, Environment Agency, RSPB, Essex Wildlife Trust, National Trust, landowners, local clubs and societies.' No amendment proposed.</p>
7	Mr Brian Jones	Resident	It is general practice to explain new terms and afterwards use an abbreviation, but this does not make complex documents easy to read.	Acronyms have been used throughout the SPD for the purposes of conciseness. It is proposed that the Acronym section is moved to the beginning of the SPD.
8	Mr Mark	Resident	They appear to be fine. I have noted that this document does not appear to deal with compensation. I do not share the view that these measures will	The Essex Coast RAMS SPD sets out a tariff that will be used to fund

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	East		reasonably mitigate against harm let alone avoid harm. I do accept that these are challenging times with housing targets set by central Government, but I am not convinced that these measures will ultimately prevent the deterioration in numbers of our protected species and eventual end of some.	mitigation related to 'in-combination' recreational effects only. Other mechanisms and requirements exist outside the scope of the SPD for other required and related mitigation. No amendment proposed.
9	Mr. David Gollifer	Resident	All OK.	Noted. No amendment proposed.
10	Councillor Roy Martin	Resident	Acronyms should never be used.	Acronyms have been used throughout the SPD for the purposes of conciseness. It is proposed that the Acronym section is moved to the beginning of the SPD.
11	Mr Graham Pike	Resident	Very useful.	Noted. No amendment proposed.
12	Councillor Frank Belgrove	Alresford Parish Council	Very good to see the acronyms defined.	Noted. No amendment proposed.
13	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch	I have seen many surveys in the past, and I am sure there will be more in future.	Noted. No amendment proposed.
14	Mr Gavin Rowsell	Resident	The list of acronyms is not complete.	It is proposed to expand the list of Acronyms included within this

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				Section to reflect all of those used in the SPD and RAMS.
15	Mr Bernard Foster	Resident	I am sure many people will have found them useful as the same groups of letters re-occur in many different disciplines relating to different policies, documents etc.	Noted. No amendment proposed.
16	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	NPPF not detailed here and the list seems short.	It is proposed to expand the list of Acronyms included within this Section.
17	Mrs Cecilia Dickinson	Resident	The more I see of this format the more irritating it becomes - section by section is unnecessary, off-putting and boring.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Appendix One - Strategic Mitigation

**Table 13 – Appendix One: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	This does not seem like a lot of people for such a large area. Maybe you should consider asking for volunteers in those areas. Also, selling some merchandise around the protection of the birds etc. to re-coup costs. Also, you mention the per tariff cost, but I have no idea how that supports the above table of costs.	Volunteers may be sought, and other enterprises explored, if deemed necessary by the Delivery Officer. The tariff cost per dwelling has been calculated by dividing the costed mitigation package by the number of unconsented dwellings earmarked for delivery in Local Plan periods by each LPA. No amendment proposed.
2	Magister Debbie Bryce	Landlord	There is research showing that mitigation does not work.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
3	Mrs Frances Coulson	Resident	What about holiday/maternity cover etc? Is one ranger enough to cover a wide area and deal with enforcement?	Holiday and maternity cover will be funded by the competent authorities and their terms of service. A total of three rangers are proposed within the lifespan of the RAMS. No amendment proposed.
4	Mrs Aileen Cockshott	Resident	Think there is more to this than signage. Admiralty charts and OS maps will require an update.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
5	Mrs Anne Wild	Resident	I have been impressed with all I have read so far. However, would it be possible to create - with the agreement of landowners where applicable - new bird reserves, with access only available through membership? Membership revenue could be divided between the organisation/rangers etc needed (also funded by RAMS) and the landowner.	A total of £500,000 is included within the packaged costs for habitat creation in key locations where it would provide benefits and work up projects. No amendment proposed.
6	Mr Terry Newton	Resident	Whilst some form of mitigation officers are needed, value for money must be monitored.	Noted. No amendment proposed.
7	Mrs Angela Harbottle	Resident	Not qualified to comment but seems to be a great deal of money.	Noted. No amendment proposed.
8	Mr David Kennedy	Resident	Salary of water bailiffs appears to be high, this should be explained.	Salaried costs have been identified by exploring the costs of similar existing roles. The costs for the water rangers also include training, maintenance and byelaws costs. No amendment proposed.
9	Mr Charles Joynson	Resident	Too little overall to mitigate such a long coastline.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
10	Mrs Mary Drury	Resident	This is a total waste of money and energy. I will need to ask our MP to look at this.	Noted. No amendment proposed.
11	Mrs Joanna Spencer	Resident	Explain how these figures are arrived at.	The RAMS gives more detail regarding the costed mitigation package. No amendment proposed.
12	Mr Peter Dervin	Resident	Please put the money in to employing people in positions that are so much more needed, for example health care assistants and nurses.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only and to deliver the mitigation proposed in the RAMS. No amendment proposed.
13	Mr Neil Hargreaves	Resident	Does the package include the cost of each LPA's own monitoring officers?	The mitigation package does not include the staffing costs of each LPA's monitoring officers. No amendment proposed.
14	Mr Brian Jones	Resident	I am pleased to see an annual training budget.	Noted. No amendment proposed.
15	Mrs Angela McQuade	Resident	Surveys are too expensive.	Noted. No amendment proposed.
16	Mr Stephen Ashdown	Resident	The package does not include possible income streams to assist in payment.	The mitigation package is itemised to ensure mitigation is in conformity to Regulation 122 of the CIL Regulations. No amendment proposed.
17	Mr Mark East	Resident	Costs and staffing levels seem inadequate.	The RAMS gives more detail regarding the costed mitigation package. The effectiveness of the mitigation will be monitored as

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				outlined within Section 6 of the SPD. No amendment proposed.
18	Mrs April Chapman	Resident	Has use of drones been considered? One ranger is not enough. Two should be a minimum from the start of the scheme to ensure daily cover.	Two rangers have been included from Year 2 of the project. The RAMS seeks to mitigate future growth and does not directly seek to address the baseline position as it would not be appropriate. The use of drones may be considered by the Delivery Officer, if appropriate, and once in post. No amendment proposed.
19	Mrs Karen Hawkes	South Woodham Ferrers Town Council	Whilst members are supportive of the Action Areas identified, there are concerns as to whether they are deliverable within the budget identified. Mitigation package is £8,916,448 from March 2019 – 2038. Members suggest that the toolkit needs revisiting to ensure that the projects can be delivered within the budget available. They also identified that there is excessive funding on personnel and enforcement and insufficient funding on the delivery of actual projects. Members are also concerned that the type of projects proposed are already being delivered by other stakeholders and that this is an unnecessary duplication of work.	The RAMS gives more detail regarding the costed mitigation package. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
20	Mrs Susie Jenkins	Brightlingsea Nature Network	<p>The statement, "some of the survey costs may be absorbed into the budget for the HRAs needed for Local Plans. This could reduce the amount of contributions secured via RAMS which could be used for alternative measures" is a worrying statement. This money should not be available for the HRA's as it will diminish the good work that can be done.</p> <p>Regarding work with landowners, Habitats site managers &amp; partner organisations - I hope you will also be working with the local community and empowering them to get involved and learn more about the habitats they live near, thereby fostering the love of nature required for the future.</p> <p>I am concerned that giving planning permission for inappropriate development in the wrong place could now be seen as a way to make this mitigation</p>	The statement quoted is intended to be interpreted that Local Plan HRA work could cover the costs of the survey should there be any need to undertake such survey work as part of those processes. This would not lead to a shortfall in RAMS mitigation, as the survey work has been costed for in the package. It would however lead to a small reduction in the tariff as the survey work would already have been undertaken.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			package money for local councils. How will you stop this happening? How will over enthusiastic planning granting be avoided and mitigated against?	Locational criteria for development are a matter for Local Plans and development management at the LPA level and not within the scope or remit of the RAMS or SPD. No amendment proposed.
21	Mr Graham Pike	Resident	A very helpful breakdown of the project, costs and ambitions.	Noted. No amendment proposed.
22	Councillor Frank Belgrove	Alresford Parish Council	It may have been appropriate to mention some of these strategies earlier in the document as examples as to what types of mitigation - in practical terms - will be required.	Noted. No amendment proposed.
23	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch	This money could really be spent on other projects, such as roads and sheltered housing for the homeless.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only and to deliver the mitigation proposed in the RAMS. No amendment proposed.
24	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	The mitigation package is totally unmanageable and must be the biggest waste of public money ever designed. What is a delivery officer? What does a ranger do? Who / what organisation is going to do training? What is the Partner Executive Group to do? What are new interpretation boards? How can visitor numbers be recorded? Who are Rangers? Who is / or how many delivery officers are required? Where will there be a Water Ranger? Is the Tendring District Council Warden to be axed to make savings for the rate payer?	The SPD sets out a funding mechanism for the RAMS in the form of a tariff to be paid by developers proposing net new dwellings in the Zone of Influence. The RAMS will not be funded by any other means. The RAMS sets out the roles of the newly created posts that are required to deliver mitigation. The precise nature and location of certain mitigation

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				measures e.g. interpretation boards and training will be decided by the Delivery Officer and project Steering Group who have day to day responsibility for delivering the project. Existing forms of mitigation such as the role performed by wardens currently employed by Tendring District Council will not be undermined or replaced by the RAMS project; instead the skills and expertise of existing wardens can be utilised. No amendment proposed.
25	Mr John Fletcher	Resident	The whole scheme is a diabolical waste of money. It serves no useful purpose. To say that people living within the Zone of Influence cause a problem is salacious. Why should they be asked to pay for all when most visitors come from outside the Zone? Maybe you should spend some money to encourage your 'experts' to come and actually live at the coast for a prolonged period. They may then know what they are talking about. We, who live and work on the coast appreciate and work with nature on a daily basis. Every day we note increases in wildlife on the coast - all this takes place without interference from human bureaucrats.	The SPD sets out a funding mechanism for the RAMS in the form of a tariff to be paid by developers proposing net new dwellings in the Zone of Influence. It is concerned with the effects of new housing development only. The RAMS sets out strategic mitigation to ensure no significant effects regarding recreational disturbance are realised on Habitats sites on the Essex Coast. No amendment proposed.
26	Mr Hugh Toler	Blackwater Wildfowlers Association (BWA)	The BWA notes the employment of Rangers for monitoring and briefing clubs on codes of conduct. Has consideration been given to using trained volunteers from Clubs such as ours with a knowledge of wetlands, wildfowl and habitat protection?	Volunteers may be sought if deemed necessary by the Delivery Officer but no itemised cost has been identified. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
27	Mr Mark Nowers	RSPB	<p>The ten SPAs around the Essex Coast support approximately half a million wintering waterbirds and important assemblages of breeding birds. Over 72,000 dwellings are due to be built before 2038.</p> <p>The Bird Aware Solent project covered three SPAs supporting 90,000 birds. 64,000 dwellings are due to be built before 2034. In the Solent Recreation Mitigation Strategy, Bird Aware Solent has identified that a team of rangers is the top priority followed by:</p> <ul style="list-style-type: none"> <li>• Communications, marketing and education initiatives</li> <li>• Initiatives to facilitate and encourage responsible dog walking</li> <li>• Codes of conduct</li> <li>• Site-specific visitor management and bird refuge projects</li> <li>• New/enhanced strategic greenspaces</li> <li>• A delivery officer (called 'Partnership Manager' from here on)</li> <li>• Monitoring to help adjust the mitigation measures as necessary</li> </ul> <p>To that end, they employ a team of 5-7 Rangers. To make the best use of resources, the RSPB recommends that Bird Aware Essex re-evaluates the number of rangers currently being considered here given the scale of importance of the Essex Coast outlined above.</p>	Noted. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
28	Mr Gavin Rowsell	Resident	The only positive is that within the £9 million you 'may' employ 5 people.	The plan is to provide lasting benefits to habitats of national and international importance in Essex. No amendment proposed.
29	Mr Bernard Foster	Resident	It would have been easier to read if the box could have been expanded instead of just the contents. Information useful as a guide or expectation.	Noted.
30	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	£1,000 for signage seems a small budget given the area of coverage and the potential Essex Coast Path. I do not understand the £5,000 cost associated with the visitor numbers and recreational activities. Communication: What about website updates? Is there no cost associated with updating the by-laws? Contingency seems small.	The RAMS gives more detail regarding the costed mitigation package. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
31	Ms Beverley McClean	Suffolk Coast & Heaths AONB team	<p>Proposals in the Essex Coast RAMS proposes signage at Mistley Walls. Mistley Walls lie within the proposed extension area to the Suffolk Coast &amp; Heaths Area of Outstanding Natural Beauty (AONB). The extension to the Suffolk Coast &amp; Heaths AONB is currently awaiting sign off by the Secretary of State. The AONB team are not objecting to the use of new signage in principle but we would like to be involved in discussions on the design of any new signage to be introduced in this area. Any new signage or interpretation boards introduced into the AONB extension area will need to be a high-quality design to reflect the high-quality landscape into which they are to be introduced.</p> <p>As part of the England Coast Path, Natural England is also proposing new signage along the following stretches of the south bank of the Stour: Ray Lane, Ramsey to Stone Point, Wrabness, Stone Point, Wrabness to Hopping Bridge, Mistley. It will be important to co-ordinate the installation of all new signage/ interpretation boards being proposed along the south bank of the Stour to avoid clutter within the extension area to the nationally designated landscape. The AONB team will be happy to provide any further advice on I'm a Good Dog Project if necessary when the RAMS Dog Project is being developed/expanded.</p>	Noted. The Delivery Officer will engage with key local stakeholders on implementation of the project once in post. No amendment proposed.
32	Mr Michael Hand	Campaign to Protect Rural England - Essex Branch	With reference to comments provided in Section 4 above, CPRE questions why the total package budget is not higher and funded through additional revenue from the inclusion of already consented dwellings within the provisions of the SPD.	The RAMS gives more detail regarding the costed mitigation package. There is no mechanism that can lawfully ensure retroactive costs are recouped once full planning permission is granted. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
33	Mrs Cecilia Dickinson	Resident	The more I see of this format the more irritating it becomes - section by section is unnecessary, off-putting and boring.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Appendix Two – Essex Coast RAMS Guidelines for proposals for student accommodation

**Table 14 – Appendix Two: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	For supporting and monitoring the Zones of Influence the LPA's and other LPA's outside of Essex coming into the area could look at providing educational courses in the Zones of Influence helping the volunteers and full-time equivalents (FTEs). This could be another way to re-coup some money and also gain some etc. support.	Volunteers may be sought if deemed necessary by the Delivery Officer but no itemised cost has been identified. No amendment proposed.
2	Magister Debbie Bryce	Landlord	Students and Wildlife - stupid idea.	Noted. No amendment proposed.
3	Mrs Frances Coulson	Resident	I disagree. Most student accommodation these days is commercially built and run and charged at vast cost to students or their parents. They should also pay.	Appendix 2 of the SPD outlines that proportionate costs will be applicable to student accommodation in the majority of circumstances. No amendment proposed.
4	Mrs Aileen Cockshott	Resident	Regarding Colchester and Southend, student accommodation should be sited away from the coast.	Noted. The location of new student accommodation is outside the scope of this SPD. No amendment proposed.
5	Mr Terry Newton	Resident	It seems to make sense, but any increase in student impact will need to be monitored, as this can change according to many variables, such as nearby facilities frequented by students.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
6	Mrs Angela Harbottle	Resident	Not qualified to comment.	Noted. No amendment proposed.
7	Mrs Mary Drury	Resident	Not wasting any more time.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
8	Mrs Alwine Jarvis	Resident	Not sure I agree with the logic used. The document seems to miss out on how many people of the new dwellings will actually have pets. Dogs being the animal which disturbs the birds. I did not see this taken into consideration.	Many examples of student accommodation do not allow dogs to be kept on the premises, hence the different tariff approach proposed for student accommodation, no amendment proposed.
9	Ms Rachel Cross	Resident	Record number of dogs using the space and have rules for dogs and their owners such as those at Essex Wildlife Trust e.g. seen at Langdon nature reserve Dunton.	Noted. No amendment proposed.
10	Mrs Joanna Spencer	Resident	Affordable accommodation and parking needs to be provided.	Noted. No amendment proposed.
11	Mr Matt Eva	Resident	I do not think student accommodation should be made a special case - if you do this then what about nursing homes or any other housing for private rental where pets are not allowed? Keep it simple, if you are building then you pay.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
12	Mr Christopher Marten	Resident	Dogs must be kept on leads at all times and ownership of cats should be outlawed because cats can have a devastating effect on bird populations.	Noted. No amendment proposed.
13	Mr Peter Dervin	Resident	Put people first, we need to educate our young people and then maybe they might have a better understanding of the problem instead of taxing them. Every cost in the end is paid for by the end user so it will be our young people that will be put off becoming educated if the costs get too much.	The tariff is paid by the developers of new housing, not residents. It is a one off payment and does not affect investment made by other sources in general education. However, part of the mitigations will be to provide a better understating of the habitats and visitors responsibilities when visiting the coast. No amendment proposed.
14	Mr Neil Hargreaves	Resident	'So, a scheme for 100 student accommodation units would be considered 40 units. 40 units would then be halved providing that future occupiers are prevented from owning a car and keeping a pet: ' This seems overly complex.	The effectiveness of the mitigation will be monitored as outlined

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			What happens if pets are banned but cars are not? How does anyone know if a student keeps a car off site and says nothing? Will there be a restrictive covenant to stop a future management changing the rules? What about holiday use when conferences are in? The payment would be £24.46. Is it worth all the form filling to collect this? I suggest make a flat rate for student accommodation	within Section 6 of the SPD. No amendment proposed.
15	Mr Brian Jones	Resident	Students often have societies that lead to visits to the coasts, e.g. Birdwatching, geology, botany etc. Such visits may be made by coach and can cause serious disruption to the habitats.	The SPD is related to new residential development only. No amendment proposed.
16	Mrs Joanna Thornicroft	Resident	I can understand a reduced fee per unit as each one would only house a single individual, but there is no reason to believe that students will not visit these areas as much as any other individual.	The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.
17	Mrs Susie Jenkins	Brightlingsea Nature Network	Good points.	Noted. No amendment proposed.
18	Mr Graham Pike	Resident	Nicely explained and detailed.	Noted. No amendment proposed.
19	Councillor Frank Belgrove	Alresford Parish Council	The evidence that dogs are the major threat in causing wild bird flight is interesting.	Noted. No amendment proposed.
20	Mr Roy Hart	Skee-tex Ltd Local Councillor, Head of the River Crouch Conservation Trust & owner of 1.5 miles of river banks of the Crouch	Wildlife is thriving.	Noted. No amendment proposed.
21	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	This is more taxation by the RAMS and will be difficult to apply.	The effectiveness of the mitigation will be monitored as outlined

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				within Section 6 of the SPD. No amendment proposed.
22	Mr John Fletcher	Resident	This is a waste of money.	Noted. No amendment proposed.
23	Mrs Jackie Deane	Great Dunmow Town Council	No objections to the proposals.	Noted. No amendment proposed.
24	Mr Bernard Foster	Resident	To start building student dwellings in vulnerable areas will raise a few eyebrows. Remembering that all forms of encroachment - light, noise, vibration - can have an impact over varying lengths of time. To encourage a generation to have environmental insight should be seen as proactive. If the correct balance is struck it will be proven in the future.	Locational criteria for development are a matter for Local Plans and development management at the LPA level and not within the scope or remit of the RAMS or SPD. No amendment proposed.
25	Mr Mark Marshall	Resident	Universities and developers make plenty of money from student accommodation. Why should they be exempt from costs others have to pay? If they do not pay their share, then others pick up the tab and that is not fair.	Appendix 2 of the SPD outlines that proportionate costs will be applicable to student accommodation in the majority of circumstances. The number of student accommodation proposals have not been used to calculate the scale of mitigation needed in the RAMS. Therefore, developers proposing other residential development schemes will not be charged a higher rate to compensate for a lower tariff for student accommodation. No amendment proposed.
26	Mrs Christa-Marie Dobson	Feering & Kelvedon Wildlife Group	A decision is needed for student tariffs.	Appendix 2 of the SPD outlines that proportionate costs will be applicable to student accommodation in the majority of

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				circumstances and sets out methodology. No amendment proposed.
27	Ms Beverley McClean	Suffolk Coast & Heaths AONB team	The AONB team welcome that a tariff is being considered for proposals for new student accommodation. The approach proposed and the tariff proposed are considered fair and proportionate. Some areas e.g. Colchester have large amounts of both on campus and private student accommodation built or planned within the Zone of Influence of the Colne Estuary. It is therefore appropriate that these developments contribute towards the cost of mitigating the impacts of increased recreational pressure linked to this type of development.	Noted. No amendment proposed.
28	Mrs Cecilia Dickinson	Resident	The more I see of this format the more irritating it becomes - section by section is unnecessary, off-putting and boring.	Noted. The SPD seeks to be as clear as possible and easy to follow. No amendment proposed.

## Other Comments

**Table 15 – Other Comments: Summary of consultation responses and actions**

No.	Name	Organisation	Main Issues Raised	Response / amendment required
1	Mrs Sharron Amor	Resident	I am glad that this is being looked into however developing more homes in Essex outside of the coastal areas is also an issue. I live in Billericay and am extremely concerned about the wildlife that would be affected if my LPA goes ahead with its housing plans.	The RAMS and SPD proposes a tariff within a Zone of Influence that extends 22km from coastal areas. No amendment proposed.
2	Magister Debbie Bryce	Landlord	European protected site is of international importance.	Noted. No amendment proposed.
3	Mrs Alwine Jarvis	Resident	This is important work to preserve the environment for birds and for us residents to be part of this. However, this needs to be summarised so more people will be able to actively read everything and get involved as it is so important for our future generations.	Summaries are provided in Sections 2 and 3 of the SPD, which also includes links to a 'Frequently Asked Questions' page on the Bird Aware website. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
4	Mrs Joanna Spencer	Resident	Too much of the countryside is being built on, not enough thought goes into road structures or new roads being produced, road designs. Residents are never consulted enough or given enough time to object to planning. Southend airport is damaging to peoples' health in the area and the culling of birds to support the airport is not acceptable.	Locational criteria for development, and supporting infrastructure, is a matter for Local Plans and development management at the LPA level and not within the scope or remit of the RAMS or SPD. The same applies to consultation of planning proposals and Local Plans. No amendment proposed.
5	Mr Matt Eva	Resident	There does not appear to be any consideration of negative impacts of the proposal, e.g. encouraging development elsewhere whilst not reducing impact on sites, and moving problems elsewhere.	Locational criteria for development are a matter for Local Plans and development management at the LPA level and not within the scope or remit of the RAMS or SPD. No amendment proposed.
6	Mr Bill Sedgwick	Resident	There will be no wildlife or green spaces if the various councils continue to concrete Essex. All that us being built is new estates that does nothing for the county or environment. There is an abject failure of house builders and councils to look at roads, schools, buses, railway capacity and hospitals.	Locational criteria for development, and supporting infrastructure, is a matter for Local Plans and development management at the LPA level and not within the scope or remit of the RAMS or SPD. No amendment proposed.
7	Mr Terry Wallace	Resident	Does not view the consultation as important.	Noted. No amendment proposed.
8	Heather Read	Natural England	Support for the determination of the Essex Coast RAMS, SPD, HRA and SEA Screening.	Noted. No amendment proposed.
9	Mr Richard Carr	Transport for London	Confirmation that we have no comments to make on the draft SPD.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
10	Mr Colin Holbrook	Blackmore Village Heritage Association	<p>I support this initiative. When Brentwood Council must consider Bird welfare that is 22 kilometres away from its boundary, it is a shame that more effort is not put into protecting the habitat of people when considering new build habitation. Brentwood Local Development Plan has been adversely impacted and damaged by new development approved by neighbouring Epping Forest District Council.</p> <p>I would urge that all planners are required to afford the same consideration to human neighbours they are legally bound to give to birds.</p>	Locational criteria for development, and supporting infrastructure, is a matter for Local Plans and development management at the LPA level and not within the scope or remit of the RAMS or SPD. No amendment proposed.
11	Ms Margaret Carney	Resident	Unsure what kind of response is required from the consultation and the subject matter.	Noted. No amendment proposed.
12	Mr Edward Harvey	Resident	Is there a document that explains what "Recreational disturbance Avoidance and Mitigation Strategy" actually means in plain English?	Summaries are provided in Sections 2 and 3 of the SPD, which also includes links to a 'Frequently Asked Questions' page on the Bird Aware website. No amendment proposed.
13	Mr Matthew Breeze	County Planning, Minerals & Waste, Cambridgeshire County Council	Confirmation that the County Council, in its role as a Minerals Planning Authority, has no comments on this document.	Noted. No amendment proposed.
14	Mr Stewart Patience	Anglian Water Services Limited	We note that the expectation is that all housing development located within the Zones of Influence as defined would be expected to make strategic contributions to the RAMS. Reference is also made to tourism accommodation potentially having significant effects on protected habitats sites and being required to provide a Habitats Assessment and potentially mitigation measures. However, there is no guidance provided for non-housing development which would not be expected to give rise to recreational disturbance. For the avoidance of doubt, we would ask that it made clear that other types of development including infrastructure provided by Anglian Water would not be expected to make contributions to RAMS.	Effects on Habitats sites from non-residential development proposals will be addressed in project-level HRAs of proposals, where relevant. It is however proposed that the SPD is amended to set out that all non-residential proposals are exempt from the tariff.
15	Mr John	Resident	It is important to take a detailed look at all adjacent waters to our estuaries as they are a vital link in the chain of protecting wildlife. All rivers feeding estuaries	The scope of the RAMS and SPD is specific to Habitats Site

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	Parish		need careful management. A prime example is a new vast housing project next to River Blackwater Braintree Essex which is going to be far too close to the river corridor. With increasing population, sensible management of coastal areas is even more important. Dogs are a menace on sensitive areas and banning them may be necessary to protect nesting birds. Environment Agency will need to be aware and work with all other agencies etc to achieve improvement for future generations.	designations only. The need for project-level HRAs and where necessary AAs still applies to development proposals, and pathways to Habitats sites regarding non-recreational effects can be expected to be explored as part of those processes. No amendment proposed.
16	Unknown	CLH Pipeline System Ltd	We would ask that you contact us if any works are in the vicinity of the CLH-PS pipeline or alternatively go to <a href="http://www.lineearchbeforeudig.co.uk">www.lineearchbeforeudig.co.uk</a> , our free online enquiry service.	Noted. No amendment proposed.
17	Ruth & David Burgess	Landowner	As land owners in the Thundersley, Benfleet area, we are interested to learn when the new draft Local Plan is likely to be introduced.	Section 8 of the SPD provides links to all partner LPA websites where updates to Local Plan progress can be found.
18	Mr Frank Last	Badger Rescue	I do not seem to be able to find any mention of Wat Tyler Country Park or Fobbing Marshes in your report. Can I ask why this is? especially due to the large amount of flora & fauna there is at both places.	The scope of the RAMS and SPD is specific to Habitats Site designations only. No amendment proposed.
19	Mr David Dunn	Resident	I feel far more representation on the issue of the effects of the ensuing climate crisis should be at the top of the agenda in all thinking. This along with more heat and new species of birds and marine life a whole new approach has to be adopted to cater for all the habitats they all use alongside our enjoyment of them. Surely to not maintain many of the sea defences is folly, when the already degraded marshes, saltings and cliffs are being wasted and not properly managed mainly due to lack of finances. There have been monies available from the EU in the past for various schemes but this has failed to materialise.	The scope of the RAMS and SPD is specific to Habitats Site designations only. No amendment proposed.
20	Mrs Anne Clitheroe	Essex County Council	Essex County Council is satisfied with the content of the Essex Coast RAMS SPD and confirms that it wishes to continue to be engaged in this process.	Noted. No amendment proposed.
21	Mr Derek T.	Resident	With so many problems currently confronting the UK, I am very surprised that the subject matter heading, justifies any consideration by central and local	The scope of the SPD, and the tariff proposed, is relevant to 'in-

No.	Name	Organisation	Main Issues Raised	Response / amendment required
	Park		government whatsoever. Furthermore, if pursued, it will incur costly resources, again defrayed by taxation at public expense. The disturbance of coastal bird habitats should be dealt with directly by the charities or trusts responsible for such nature reserves. Whoever is responsible for the reserves, could be required to secure boundaries with a single controlled gated access, enabling admission numbers to be limited and a fee charged for entry. Similarly, any erected viewing hides inside or outside the curtilage of sites, could have a charge machine installed to allow entrance. Any marine entry to reserves should be licensed, authorising where appropriate, limited pre-agreed scheduled frequency of visitation. Otherwise ban with a penalty such disturbing access. I am fascinated by the composition of the somewhat bureaucratic expansive subject heading.	combination' recreational effects from future housing growth only and to deliver the mitigation proposed in the RAMS. Charities and trusts cannot be expected to generate sources of funding to pay for the mitigation at the scale required. No amendment proposed.
22	Mr John H Bayliss	Hilbery Chaplin	I believe that this is a very important subject to be considered because there is no doubt that the Essex Coast and adjoining landscape is of vital importance for the protection of wildlife and the future of this unique part of the United Kingdom.	Noted. No amendment proposed.
23	Mr Mark East	Resident	I have a concern that there could be a legal challenge as no consideration has been given to whether alternative development sites outside of the Zone of Influence are appropriate to reduce the level of development within the Zones of Influence. Development is being encouraged to boost the economy without adequate care for the harm to our fragile environment. I feel more time and thought is necessary to find a pragmatic solution and one that delivers protection rather than a source to generate income.	Alternative site allocation outside of the Zone of Influence would only need to be considered in Stage 3 of the HRA process of the LPA's Local Plans. Stage 2 of that process (AA) considers that mitigation is possible to ensure that development proposals would not have any in-combination recreational effects on the Essex Coast's Habitats sites. As such there was no need for any of the Local Plans to progress to Stage 3 of the HRA process. No amendment proposed.
24	Mrs Linda Findlay	Resident	On any development look at the long-term impact and always ask how can we tweak this to improve our natural environment.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
25	Mr Barrie Ellis	Resident	I hope this level of support goes ahead to protect our coastal areas for birds, whilst taking into account our need for more affordable housing. It is good to see.	Noted. No amendment proposed.
26	Nicola Sirett	Resident	There is no mention of what the money would pay for, beyond a few wardens. Surely there should be some physical infrastructure to manage higher visitor numbers. The report only talks about the impact of visitor numbers. No mention of the pressure on water quality along the coast which comes from managing the increased sewage and storm runoff (due to increased percentage of impermeable surfaces). This is a significant threat to wildlife and local fishing / shell fish (oyster) production. Where can I read the plans to mitigate against these issues?	The RAMS provide more information of the mitigation measures to be funded. The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. The need for project-level HRAs and where necessary AAs still applies to development proposals, and water quality can be expected to be explored as part of those processes. No amendment proposed.
27	Mr Graham Farley	Resident	<p>The plan covers the period to 2038 and yet there is no mention of The National Infrastructure Project (NIP) at Bradwell in the form of new nuclear power station. Such a build will restrict new housing in particular on Mersea and around Bradwell for evacuation reasons then of course there will be the environmental issues, building issues and restrictions on movement to allow such a build to go ahead.</p> <p>You are costing charges and its admirable to support the numerous environmental protections but if this NIP goes ahead the damage caused to protected areas will completely undermine the Essex Coast RAMS.</p>	<p>The need for project-level HRAs and where necessary AAs still applies to development proposals, and other non-residential effects can be expected to be explored as part of those processes.</p> <p>The SPD does not apply to Nationally Significant Infrastructure Plans (NSIPs), which are dealt with under the 2008 Planning Act rather than the Town and Country Planning Acts for applications for planning permission. Engagement has not yet gone into sufficient detail however it is expected that the</p>

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				Bradwell B Project would follow the SPD's advice that the 'applicant can provide information for a project level HRA/AA and secure bespoke mitigation to avoid impacts on Habitats sites in perpetuity'. We consider that the nuclear power station, and associated development including the proposed 4,500 temporary workers accommodation would be dealt with via the Development Consent Order. No amendment proposed.
28	Mrs Natasha Hurley	Savills On Behalf of Thames Water Planning Policy	The area affected does not include land served by Thames Water.	Noted. No amendment proposed.
29	Mrs Karen Hawkes	South Woodham Ferrers Town Council	<p>Throughout the SPD there are references to EU Legislation. What will happen after Brexit: will these laws be enshrined in UK Law?</p> <p>Bullet point 4 (Table 4.1) states "Information on alternative sites for recreation". Whilst it is appreciated that the area needs to be protected the preferred message should be with information signage and alternative routes within the same location. If visitors are being sent to alternative locations this would result in increased motor vehicle usage; visitors may be less likely to visit the site which would affect their health and wellbeing.</p> <p>Bullet point 6 "Interpretation and signage" - Members would welcome universal / uniform signage throughout all the Essex Coastal Habitats.</p> <p>Page 12 Action Area Table - Members would request that relevant town and parish councils are detailed as partnership organisation.</p> <p>Page 13 Budget and Appendix 1 Strategic Mitigation - Whilst members are</p>	<p>The content of the relevant EU Directives related to birds and habitats have been transposed into UK law and will continue to apply. No amendment proposed.</p> <p>The message regarding 'alternative sites for recreation' can be expected to apply to future trips for recreation.</p> <p>Noted. Comments regarding uniform signage and additional stakeholders in the partnership organisation can be acted upon by the Delivery Officer, once</p>

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			<p>supportive of the Action Areas identified, there are concerns as to whether they are deliverable within the budget identified. Members suggest that the toolkit needs revisiting to ensure that the projects can be delivered within the budget available. They also identified that there is excessive funding on personnel and enforcement and insufficient funding on the delivery of actual projects. Members are also concerned that the type of projects proposed are already being delivered by other stakeholders and that this is an unnecessary duplication of work.</p> <p>Page 15 Schemes under 10 dwellings - There are concerns that reasonable costs of completing and checking the agreement is not required and that a more straightforward method would be as a matter of course to charge the £122 a home once the location is identified within a zone as detailed on p7.</p> <p>Page 16 Section 5 Alternative to paying into RAMS – Para 5.2 should be removed. There should be no option for developers to carry out their own surveys. If the surveyor evidenced that there was no requirement to fund the tariff this would result in a shortfall in the anticipated income and as a result projects detailed may not be able to be funded.</p> <p>Page 17 Para 6.3 Steering Group - This should include relevant partners as detailed in table 4.1.</p> <p>With reference to the steering group, members would welcome a representative from all partnership organisations as detailed on page 13 with the addition of town and parish councils. As currently stipulated in the plan there is no input from RSPB, Essex Wildlife Trust and town and parish councils.</p>	<p>appointed. No amendment proposed.</p> <p>The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.</p> <p>Some LPA partners do not charge a legal fee for minor applications, they are solely required to pay the tariff. Schemes under 10 dwellings have been identified as requiring to pay for legal costs as no mechanism currently exists for smaller proposals to pay through a Section 106 agreement. No amendment proposed.</p> <p>Alternatives to paying developer contributions to the RAMS would only be acceptable where bespoke mitigation addressing recreational effects on the Essex Coast can be delivered. To identify and justify other forms of mitigation as suitable, visitor surveys would have to be produced by the applicant.</p>
30	Mrs Susie Jenkins	Brightlingsea Nature Network	<p>This strategy encourages LPAs to grant planning permission as a way to accrue money for this fund. How will this be avoided? Also, there is no mention throughout this strategy that there should be no development near the habitats due to disturbance. LPAs should feel supported in turning down inappropriate development.</p>	<p>The tariff is proportionate to the in-combination effect each new dwelling will have on the Essex Coast's Habitats sites and monies collected will not be used to fund</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				<p>anything other than the strategic mitigation of the RAMS. No amendment proposed.</p> <p>Each development proposal within the Zone of Influence will need to undertake an HRA and where appropriate an AA to assess other non-recreational effects on Habitats sites. This will include development near to the Habitats sites themselves. No amendment proposed.</p>
31	Mr PC Paul Rawson 2858	Essex Police Marine Unit	As part of Essex Police Marine unit, we would be very grateful to discuss potential outcomes for the future and any possibility of joint working.	Noted. Joint working requests can be acted upon by the Delivery Officer, once appointed. No amendment proposed.
32	Mr Edward Harvey	Resident	Is there a document that explains what "Recreational disturbance Avoidance and Mitigation Strategy" actually means in plain English?	Sections 2 and 3 of the SPD provide summaries of the RAMS and scope of the SPD. Additionally, the SPD signposts a 'Frequently asked Questions' (FAQ) document' which is available on the Bird Aware Essex Coast website. No amendment proposed.
33	Mrs Diane McCarthy	Billericay Town Council	The document makes no mention of any sustainable methods of transport.	Each partner LPA's Local Plan contains policies regarding sustainable transport. No amendment required.
34	Ms Diane Jackson	MAG London Stansted Airport	We have no aerodrome safeguarding objections to the proposals.	Noted. No amendment required.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
35	Councillor Roy Martin	Resident	The consultation has been badly designed, extremely lengthy and not user friendly, so it is not practical for everyone to respond in full. The main area of major concern in Hockley and the District of Rochford is the volume of massive new builds being allowed which impacts on every aspect of life including transport systems. Developers should be held responsible for the impact on infrastructure and protection of the environment with penalties applied for failure to comply. Local knowledge and views must be satisfactorily resolved to give the government a better understanding of the consequences of their decisions before planning is approved.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. No amendment proposed.
36	Mr Graham Pike	Resident	I found this a very interesting exercise. The documentation was laid out well. Lots of useful data included. Findings very sound.	Noted. No amendment required.
37	Mrs Helen Waterfield	Black Notley Parish Council	<p>Black Notley Parish Council support the strategy. We generally agree on the action/examples given however we strongly feel that there should be no newbuilds at all in close proximity to sensitive sites. Development of recreational facilities must not impact on the character and charm of the very areas this is setting out to protect. Footpaths/access and parking facilities must only be developed in keeping with the existing location and area.</p> <p>In the more outlying locations diverting footpaths away from the waterside areas and installing screening is also unfair to ramblers and wildlife watchers who want to appreciate the estuary views.</p> <p>We look forward to more and better access to Footpaths along this special coastline and footpath maps should be provided. There should be separate routes for cyclists.</p> <p>Access to Sites of Special Scientific Interest should be limited only during the breeding season of birds and wildlife, and dogs must be kept on a lead at these times.</p>	<p>Each development proposal within the Zone of Influence will need to undertake an HRA and where appropriate an AA to assess other non-recreational effects on Habitats sites. This will include development near to the Habitats sites themselves. No amendment proposed.</p> <p>The Essex Coast RAMS toolkit (Table 4.1 of the SPD) includes 'Provision of information and education' as an Action Area. This could include 'maps with circular routes away from the coast on alternative footpaths.' No amendment required.</p>
38	Mr Vincent Titchmarsh	Titchmarsh Marina (Walton-on-the-Naze) Ltd	This scheme is totally undemocratic and dictatorial. It is obvious that this consultation document is circulated purely in order to comply with necessary regulations.	Noted. High-level oversight of the project is undertaken by the Essex Coastal Forum which

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			RAMS is an unmanageable, unnecessary proposed organisation, to be run by un-elected, un-regulated members with the power to raise money, at the expense of the housing market; mostly affecting the less well off in society who need affordable council or private sector housing.	included locally elected Members. No amendment proposed.
39	Mrs Jacqueline Smith	Resident	<p>I generally agree on the action/examples given, however strongly feel that there should be no newbuilds at all in close proximity to sensitive sites. Development of recreational facilities must not impact on the character and charm of the very areas this is setting out to protect. Footpaths/access and parking facilities must only be developed in keeping with the existing location and area.</p> <p>In the more outlying locations diverting footpaths away from the waterside areas and installing screening is also unfair to ramblers and wildlife watchers who want to appreciate the estuary views.</p> <p>I look forward to more and better access to Footpaths along this special coastline and Footpath Maps should be provided. There should be separate routes for cyclists.</p> <p>Access to Sites of Special Scientific Interest should be limited only during the breeding season of birds and wildlife, and dogs must be kept on a lead at these times.</p>	<p>Each development proposal within the Zone of Influence will need to undertake an HRA and where appropriate an AA to assess other non-recreational effects on Habitats sites. This will include development near to the Habitats sites themselves. No amendment proposed.</p> <p>The Essex Coast RAMS toolkit (Table 4.1 of the SPD) includes 'Provision of information and education' as an Action Area. This could include 'maps with circular routes away from the coast on alternative footpaths.' No amendment required.</p>
40	Mr Mark Nowers	RSPB	Regarding the 'Essex Coast RAMS SPD SEA/HRA Screening Report' - further to our comments regarding the Outer Thames SPA, we note that in Appendix 2 (Broad illustration of the Zone of Influence of the RAMS) that red line extends over the Outer Thames SPA designation, but it is not identified as such.	It is proposed that the map in Appendix 2 of the Essex Coast RAMS SPD SEA/HRA Screening Report be amended.
41	Mrs Jackie Deane	Great Dunmow Town Council	The Town Council is generally supportive of the proposals.	Noted. No amendment proposed.
42	Mr Gavin Rowsell	Resident	I think I have put my point across.	Noted. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
43	Mrs Angela Faulds	Brentwood and Chelmsford Green Party	We feel the area is already overdeveloped and the expectation of nearly a quarter of a million more people living alongside the coastal areas of Essex, with their priceless wildlife habitats is unsustainable.	Noted. No amendment proposed.
44	Mr Julian Novorol	Hamford Water Management Committee	We would like to request that when rangers are appointed for the coast/ Hamford Water area that we have the opportunity to meet with them to discuss the management/ problems that we experience in the Backwaters.	The Delivery Officer and Rangers can explore joint working arrangements, once appointed. No amendment required.
45	Mrs Jane Taylor	North East Essex Clinical Commissioning Group	<p>On behalf of the Health system in North East Essex namely;</p> <ul style="list-style-type: none"> <li>- North East Essex Clinical Commissioning Group</li> <li>- East Suffolk North Essex Foundation Trust</li> <li>- Anglian Community Enterprise</li> <li>- Essex Partnership University Trust</li> <li>- East of England Ambulance Service</li> </ul> <p>We have reviewed the above and acknowledge the content, we have no formal feedback to provide.</p>	Noted. No amendment proposed.
46	Mrs Kelly Holland	Canewdon Parish Council	Canewdon Parish Council support the aims of the document particularly the requirement that all developments would have to take the document into account especially those that do not go through the formal planning process.	Noted. No amendment proposed.
47	Mr K. Randall	Resident	<p>I feel the most important matter to consider in this Planning Document is the predicted rise in water levels caused by climate change. Another concern is coastal erosion which is extremely difficult to contain and resolve. As for developments, the Authorities should consider arranging for proposals to be based further inland and, if possible, on higher ground due to the threat of rising water levels. Also, the Authorities should mitigate the over development and instead concentrate on improving the environment, services and infrastructure in these coastal areas. No development should be allowed on Green Belt land. Due consideration should be given to building new housing in a manner that negates the effects of climate change in the future. Perhaps the Local Authorities could request that some trees are planted on new housing development estates.</p> <p>I feel that the priority of all the Local Authorities involved is to protect our</p>	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Decisions on the distribution of new housing growth is outside the scope of this SPD. No amendment proposed.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			valued coastline areas from flooding and that any new housing proposals should be curtailed until this protection has been put in place.	
48	Mr Bernard Foster	Resident	If you want to sell what can only be seen by the general public as restrictions, you need to show that you support realistic alternatives away from the sensitive areas. Interact with local infant and junior schools in a positive way, children remember best what they enjoy, so make it fun to learn.	Each development proposal within the Zone of Influence will need to undertake an HRA and where appropriate an AA to assess other non-recreational effects on Habitats sites. This will include development near to the Habitats sites themselves. Engagement with local schools will be considered by the Delivery Officer once in post. No amendment proposed.
49	Mr Tim Woodward	The Country Land & Business Association (CLA)	We are very concerned that members, who may be considering a development on their land which will help local authorities meet their housing targets, or a visitor facility or commercial development which will help to boost tourism to the area or provide rural employment, could face CIL charges as well as the charges proposed in the SPD. It seems unfair that they will be held responsible for increased recreational access to the Essex Coast, and consequent disturbance to habitats and bird species, at a time when extra access is being actively encouraged and facilitated by the delivery of the England Coast Path by Natural England.	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only and enables housing growth to continue in line with the requirements of the Birds Directive and Habitats Directive. No amendment proposed.
50	Parish Clerk for West Horndon Parish Council Kim Harding	West Horndon Parish Council	West Horndon Parish Council supports the broad principles of the RAMS.	Noted. No amendment proposed.
51	Ms Jo Steranka	Resident	The Essex coastline, and therefore the Designated Sites are low-lying. The highest land point is at Walton-on-Naze, which is a mere 20 metres above sea level. This means that they are highly vulnerable to erosion and sea-level rise. The only mitigation for climate-induced habitat loss in the future is to minimise	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>the carbon emissions from residential dwellings.</p> <p>Whilst not specifically commenting on the section on student residential development, I note that it is considered that the Tariff for these developments should be reduced because students are not generally car or dog owners.</p> <p>The Strategy has missed an opportunity to use the residential planning process to control the availability of parking in new developments and household energy efficiency (for example) to mitigate against damage to the Designated Sites from climate heating. It might be argued that 73,000 new homes is a fraction of the carbon emissions threatening the planet, but on an annual basis those emissions will still make a contribution.</p>	<p>The type of new dwellings built within the Zones of Influence and parking standards for new dwellings is outside the scope of the SPD.</p> <p>Each development proposal within the Zone of Influence will need to undertake an HRA and where appropriate an AA to assess other non-recreational effects on Habitats sites. This will include development near to the Habitats sites themselves. No amendment proposed.</p>
52	Ms Beverley McClean	Suffolk Coast & Heaths AONB team	Please see the map for the Suffolk Coast & Heaths AONB extension area which may be useful for future discussions.	Noted. No amendment required.
53	Mrs Cecilia Dickinson	Resident	<p>The LPAs, Essex County Council and Natural England want to charge property developers per unit to mitigate potential disturbance to bird/coastal habitat, yet Natural England want to build a Coast Path – an invitation to people to trek the Coast Path causing the disturbance that mitigation is being planned for.</p> <p>One or the other. Either protect the coastal sites - or build a Coast Path and the wildlife can take its chances. The Habitats Regulations already require these sites to be protected. Use the collections to fund on-the-ground mitigation as well as digital media that should be provided by the LPAs and Essex anyway. Nobody asked us if we want all these residential units built - we are told we are going to get thousands. Do not build on greenfield sites, do not build near the coast, designate some sites as people sites. Natural England will have to reroute the path.</p>	The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. Natural England have been involved in the development of the RAMS and SPD. The distribution of new housing growth is outside the scope of this SPD. No amendment required.
54	Ms Jessica Ferguson	Martin Robeson Planning Practice	The Regulations require an assessment of whether a project i.e. a development proposal, is likely to have a significant effect either alone or in-combination with other plans or projects. Planning permission should not be	Under the Habitats Regulations each development proposal will need a project-level HRA. This is

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			<p>granted for such unless appropriate mitigation is provided. It would seem appropriate, since development has to be assessed based upon the likelihood of significant effects arising from the development alone and relevant mitigation provided, that the same approach is also taken to assess 'in combination' effects. Relevant and necessary mitigation should only be provided, based upon the scale of the proposal, its use and the site context, rather than this being prescribed for every development. The SPD however takes a more generalised approach, requiring the same contribution from every development regardless of its context or specific use.</p> <p>Requiring a site-specific assessment takes a similar approach to that by an Inspector into a recent appeal in Chelmsford (Appeal Reference APP/W1525/W/19/3236158). He stated that he could "not be satisfied that the suggested mitigation measures within the planning obligation would be sufficient to mitigate the harm to the Blackwater Estuary SPA and Ramsar site and the Essex Estuaries SAC" (paragraph 19). This is suggestive that an approach to determining whether there is likely to be a significant effect should be determined on a case by case basis. This then raises a question as to whether Regulation 122 of the CIL Regulations is met, particularly in terms of whether such a contribution could be directly related to the development and fairly and reasonably related in scale and kind. Whilst the SPD seeks to justify the contribution against Regulation 122 at paragraph 4.12, this is tenuously linked.</p> <p>The SPD does not take into account other mitigation proposed or in place on site or in the vicinity of the site, which is aimed at ensuring that residents do not travel to Habitats sites. Whilst it is acknowledged that paragraph 5.2 of the SPD identifies that an alternative to such a contribution would be for applicants to conduct their own visitor surveys and secure bespoke mitigation, this is not particularly advocated by the SPD and does not specify other considerations that would have a bearing on the mitigation that might be required e.g. on site spaces and local facilities etc.</p> <p>The generalised approach taken also has implications for the applications to</p>	<p>still the case for proposals within the Zone of Influence, and any resultant AA will set our recommendations to mitigate effects that are directly related to the proposal. This will include other mitigation proposed or in place on site or in the vicinity of the site, which is aimed at ensuring that residents do not travel to Habitats sites No amendment proposed.</p> <p>The tariff is evidence based and proportionate. It is considered inappropriate to apply a 'sliding-scale' in regard to the tariff at this stage and a 'blanket tariff' is proposed as the RAMS seeks to mitigate 'in-combination' effects i.e. those identified from accumulated housing growth in the Zol. This can however be reviewed annually by the Delivery Officer once appointed. No amendment proposed.</p> <p>The appeal referred to was dismissed in January 2020. The Inspector states at paragraph 19 that a copy of the completed obligation towards mitigation measures at Blackwater Estuary SPA and Ramsar site and the</p>

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			<p>which the SPD applies which at paragraph 3.8 is identified to include residential care homes, boarding schools, military barracks along with Houses in Multiple Occupation. Realistically the recreational impacts of each of these will be significantly different from say a family home. However, the approach taken in the SPD is the same for all residential development listed. It is acknowledged that the RAMS tariff of £122.33 would not be a 'fair and proportionate contribution' as it is recognised that any recreational disturbance will not be dog related. The SPD also recognises that in Chelmsford, purpose-built student accommodation, given its distance from Habitats sites and the restrictions generally preventing students from owning a car or a pet, would mean that such developments will not lead to likely significant effects on Habitats sites from increased recreational disturbance. Thus, if it is recognised that a standard approach is not appropriate in some situations, it should equally be applied to others where there will be differing recreational impacts.</p> <p>Paragraph 3.12 of the SPD acknowledges that reserved matters applications will be considered on an individual basis having regard to whether the potential effects of the proposal were fully considered when the existing outline was granted. However, when developing Local Plans and when considering any new applications that come forward, these should have already taken into account any outline applications that had been determined at that time. Such proposals then risk double consideration and the requirement for a contribution towards 'in-combination' effects has the risk of being unrelated to the impacts of the development on the basis that it's 'in-combination' effects would already have been considered by other developments. Therefore, in such situations, when considering the application at the reserved matters stage it should instead be looking at the effects of the development alone.</p> <p>The SPD confirms that the requested contribution is to go towards funding measures set out in Table 4.1. Some measures may not however be relevant to all development proposals and others could be directly provided by the applicant themselves i.e. provision of information and education. This again indicates that a more tailored approach to each application is required. Having reviewed the mitigation package as costed at Appendix 1 we similarly note</p>	<p>Essex Estuaries SAC was not provided so the Inspector could not be satisfied that the suggested mitigation measures would be sufficient. The principle of the RAMS was not addressed further by the Inspector in the report.</p> <p>The RAMS and SPD applies only to 'in-combination effects' which have been identified within the HRAs of the LPAs' Local Plans. Each Local Plan's resultant AA and consultation with Natural England, has identified the need for the RAMS to mitigate in-combination effects and enable development.</p> <p>An amendment to the SPD setting out the requirements of development proposals in regard to statutory HRA procedures and on-site mitigation, and the specific effects the RAMS will mitigate in accordance with Regulation 122 of the CIL Regulations, is proposed.</p> <p>An amendment justifying the inclusion of C2 Residential Institutions and C2A Secure Residential Institutions as</p>

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			<p>items included which would not be relevant to every development, for instance, not every new residential unit will be for a household with a dog or one which undertakes water sports.</p> <p>There is also a concern with respect of the way in which the figure has been calculated. Whilst it is appreciated that the mitigation package cost has been identified as set out at Appendix 1, the division of this total cost by the total number of dwellings which are currently identified to be built over Local Plan periods until 2038 does not necessary accurately reflect the number which will come forward in the next 18 years. It is likely that, given the Government’s emphasis on building new homes, in response to consistent demographic change, that this number will increase. Consequently, this would mean that the contributions collected would exceed the overall cost for the mitigation package. It thus needs to be ensured that, should such an approach to mitigation be adopted (notwithstanding the concerns highlighted above), there are adequate reviews and adjustments to the unit charge accordingly to ensure such figures are fairly and reasonably related in scale and kind to the development. Thus, we endorse, without prejudice to our view that the approach is of itself too generalised, the suggestion at paragraph 6.4 that the monitoring process be “fit for purpose”.</p>	<p>qualifying within the scope of tariff payments is proposed.</p> <p>Regarding reserved matters applications, the quantum of development has been considered in regard to quantifying effects of Local Plan growth, where identified within those Plans. This justifies the tariff being applicable to reserved matters applications, however separate consideration should be given due to the findings of their project-level HRA/AAs where they may have been published prior to the emergence of the RAMS. No amendment proposed.</p> <p>Development proposals within the Zone of Influence will still need to undertake project-level HRA/AA. Proposals may also include bespoke mitigation, and the SPD includes details on this within sections 5 and paragraph 3.14. No amendment proposed.</p> <p>The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed. Adequate reviews and adjustments to the</p>

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				tariff are included within the SPD. No amendment proposed.
55	Mrs Charlotte Bailey	Resident	<p>Natural England is a partner in RAMS, which is hypocritical as they will inflict the England Coast Path on to the river. More publicity means more people walking in the fragile countryside and disturbing birds. Notices warning dog owners to keep dogs on leads are currently ignored and notices are removed from fences.</p> <p>Attempts to try to 'educate the public' will not work and the RAMS will not be able to avoid disturbing birds. Essex has been destroyed with over development. Perhaps included in Information Packs for new home owners a guide could be enclosed to try and educate people on how to behave in the countryside, and how to behave amongst birds &amp; animals.</p>	<p>The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. The mitigation proposed within the RAMS does not seek to prevent visitors to the Essex Coast, rather its focus is on raising awareness of issues at the coast and to foster positive behaviours. No amendment proposed.</p>
56	Mrs Jane Black	The Wivenhoe Society	<p>The calculated tariff does not appear to make any allowance for the need to set aside funding to cover costs in perpetuity but is set at a rate which just covers costs over the period 2019 to 2038 (plus 10% contingency)</p> <p>The proposed tariff is set at the same level regardless of dwelling size. The potential for recreational disturbance will depend on the increase in population so it would be fairer to relate the contribution to dwelling size.</p> <p>In table 3.2 the use class C2 is included. In Appendix 2 there is discussion of how student accommodation should be treated but there is no similar discussion for care homes. Care homes for the elderly are unlikely to generate much recreational disturbance, particularly water based. Consideration should be given to this use class and how an appropriate tariff, if any, should be calculated.</p> <p>Holiday caravan/chalet developments are not included in the list of use classes. Nor is other tourist accommodation. This is discussed in paragraph 3.11 but it is not made clear whether a financial contribution to the scheme will be required.</p>	<p>The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.</p> <p>The per dwellings tariff is evidence based and proportionate to the 'in-combination' effects identified i.e. those identified from accumulated housing growth in the Zol. Each individual proposal is still required to address the specific effects on Habitats sites through project-level HRA/AA within the Zone of Influence, including recreational effects. At this stage effects resulting from dwelling size be addressed and mitigation recommended where necessary. This can however be</p>

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				<p>reviewed annually by the Delivery Officer once appointed. No amendment proposed.</p> <p>Adequate reviews and adjustments to the tariff are included within the SPD. As explained in the RAMS Strategy Document, an in-perpetuity fund will be developed to ensure that mitigation will be delivered in-perpetuity. No amendment proposed.</p> <p>An amendment justifying the inclusion of C2 Residential Institutions and C2A Secure Residential Institutions as qualifying within the scope of tariff payments is proposed.</p> <p>Section 3.9 of the SPD states that, 'Other types of development, for instance tourist accommodation, may be likely to have significant effects on protected habitat sites related to recreational pressure and will in such cases need to be subject of an Appropriate Assessment as part of the Habitats Regulations. As part of this assessment any mitigation proposals (including those which address any</p>

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				recreational pressure) will need to be considered separately from this strategy and taken into account by the appropriate authorities.' No amendment proposed.
57	Mrs Heather Archer	Highways England	Having examined the consultation documents, we are satisfied that its policies will not materially affect the safety, reliability and / or operation of the Strategic Road Network. Highways England does not offer any comments on the consultation at this time.	Noted. No amendment required.
58	Mr Phill Bamford	Gladman	<p>We welcome the proactive and strategic approach that the 12 authorities have taken to addressing this issue and we support the tariff approach to developer contributions which will hopefully simplify the S106 process and ensure a fair and transparent process. However, in introducing the tariff approach, it is essential that all authorities test the level of contribution, alongside all their policy requirements contained in their Local Plans to ensure that the contributions are viable. The level of contribution has been tested through some of the Essex Authorities Local Plan Viability Assessments, but to ensure that the level of contribution is acceptable and will not affect the overall viability of sites, it must be tested through all of the emerging Local Plans for the remaining affected authorities. Should it be found through this process that the level of contribution would cause any of the Essex authorities viability issues, then amendments need to be made to either the specific Local Plan policy in the relevant Local Plan or to the Essex Coast RAMS SPD, to review the level of contributions so that sites remain viable.</p> <p>This issue also applies to the comment made in Paragraph 4.4 of the Draft SPD which states that the tariff will be reviewed periodically and republished as necessary. If the tariff is to be amended, then the proposed revised tariff cost must be below the top of the range of figures tested through the viability assessments of the various Essex authorities Local Plans. If it is proposed that the tariff would increase above the range of costs tested in those viability assessments, then this would trigger a review of the Local Plans affected.</p>	Planning Policy Officers from each of the 12 LPAs have been involved in the progression of the RAMS and SPD since its inception and are thus aware of the tariff introduced. The subject of viability in regard to the tariff can be explored within Local Plan examinations, where deemed relevant. No amendment proposed.

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59	Mr Michael Atkins	The Port of London Authority (PLA)	<p>It is noted that table 4.1. (The Essex Coast and RAMS toolkit) identifies several mitigation measures. Of these mitigation measures the 'provision of information and education' action area includes a requirement to provide information on the sensitive wildlife and habitats. Although we would encourage education to improve awareness, it must be done in such a way as to not encourage people to visit to see the features of designation such as the populations of overwintering birds.</p> <p>Also, within table 4.1, under the 'habitat creation' and 'monitoring' action areas; to note any habitat creation schemes and/or surveys taken place on the River Thames may require a River Works License with the PLA. The PLA requests to be contacted at an early stage with regard to any habitat restoration proposals within the PLA's jurisdiction. The PLA should also be included under the list of potential partners under the 'partnership working' action area.</p> <p>Within appendix 1 (Strategic Mitigation) it is noted that the mitigation packages for habitat creation and ground nesting bird projects are not proposed to start until year five of the timeline. The PLA considers that these types of projects should be identified at an earlier stage to ensure opportunities for such projects are not lost before any assessments take place.</p> <p>With regard to monitoring of the SPD, it is noted that an annual report will be provided to each LPA to inform individual Authority Monitoring Reports (AMR). The PLA requests to also receive the annual report to be kept update on the progress on the actions contained in the SPD.</p>	The suggested actions are considered relevant for exploration by the Delivery Officer, once appointed. No amendment proposed.
60	Ms Alexa Burns	Emery Planning on behalf of the Williams Group	A blanket tariff does not seem to be a fair approach given that some locations within the Zone of Influence are up to 22 kilometres away from the relevant estuary and only within one Zone of Influence, whereas other locations are within a few kilometres of one or more estuaries and within the Zone of Influence of 5 estuaries. It is considered that a zoned tariff, based upon the number of Zones of Influence a site is within and the distance it is away from the Zone of Influence should be applied. Sites with a greater likely impact on the Zones of Influence will therefore pay a greater tariff and sites on the periphery of the Zones of Influence will pay less.	The RAMS sets out how the Zone of Influence was calculated, including using visitor surveys. Questions asked of visitors to the SPA locations were designed to collect data on the reasons for visits as well as postcodes to evidence Zones of Influence. Additional surveys will improve

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			<p>In addition, the 72,907 dwellings upon which the tariff figure is calculated appears to be an uncertain basis upon which to base the tariff. The reference to the fact that this figure is not definitive and will be subject to review requires clarification. When and how will these reviews take place and how will they be reflected within the SPD?</p>	<p>the robustness of the datasets and repeat surveys of visitors will be undertaken at the earliest opportunity to review the postcode data and Zone of Influence. No amendment proposed.</p> <p>The tariff is evidence based and proportionate to the 'in-combination' effects identified i.e. those identified from accumulated housing growth in the ZoI. Each individual proposal is still required to address the specific effects on Habitats sites through project-level HRA/AA within the Zone of Influence, including recreational effects. At this stage, effects resulting from a proposal's proximity to the Habitats sites can be addressed and mitigation recommended where necessary. This can however be reviewed annually by the Delivery Officer once appointed. No amendment proposed.</p> <p>The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. Adequate reviews and adjustments to the tariff are included within the SPD and will</p>

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				<p>be undertaken annually in line with each LPA's requirement to publish an Annual Monitoring Report (AMR). No amendment proposed.</p>
61	Heather Read	Natural England	<p>Essex Coast RAMS Supplementary Planning Document (SPD) - As mentioned, we understand that the aim of the SPD is to set out the procedures to facilitate the collection of financial contributions towards the identified mitigation measures. On this basis Natural England does not wish to offer substantive comments on SPD and the mechanisms outlined and generally supports its aims.</p> <p>Nevertheless, we would highlight the need for the SPD (and accompanying assessments) to accurately approach the requirements of the Habitats Regulations, such as the hierarchy of avoidance, mitigation and compensation, but also the terminology in terms of impacts. For example, paragraph 2.14 of the SPD refers to the delivery of mitigation to avoid likely significant effects, however the intention of Essex Coast RAMS mitigation is to enable the conclusion of no adverse effect on the integrity of the international designated sites and we would advise clarification on this point. Natural England would also draw your attention to our previous advice on the provision of avoidance measures, such as well-designed open space/green infrastructure, within development boundaries for larger scale schemes (as per our letter reference 244199). We would continue to promote this approach and would suggest this is reflected within the framework of the SPD.</p> <p>Finally, we note the intentions of Appendix 2 which refers to the proportionate assessment for student accommodation. Whilst Natural England does not wish to comment specifically on this approach, we would emphasise the need for consistency with the housing figures used to calculate the tariff to ensure that there is no shortfall in overall funds of the mitigation package, which is otherwise the responsibility of the Competent Authority.</p> <p>Essex Coast RAMS SPD Habitats Regulations Assessment and Strategic</p>	<p>Amendments are proposed that reiterate the requirement for project-level HRA/AA of development proposals which will explore the hierarchy of avoidance and mitigation, and that the SPD is relevant to 'in-combination' recreational effects only.</p> <p>Amendments are proposed to the SPD and the Essex Coast RAMS SPD SEA/HRA Screening Report to clearly set out that the intention of Essex Coast RAMS mitigation to enable the conclusion of no adverse effect on the integrity of the international designated sites.</p>

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			<p>Environmental Assessment Screening - In summary Natural England notes the undertaken assessment and we are generally satisfied with the conclusions of the SEA and HRA Screening report (August 2019), in that the SPD can be screened out for its requirement of Strategic Environmental Assessment and the conclusion of the Habitats Regulation Screening that no further assessment is necessary at this time. As above, we would emphasise the recognition of the aims of the Essex Coast RAMS mitigation in ensuring no adverse effect on integrity, rather than avoiding likely significant effects.</p>	
62	Mr Mark De Roy	Landowner	<p>Because of 'Natural England's' 'Coast Path scheme (my land is 5 miles from the 'Coast') I now have to fence and subdivide my land to protect a multiple of commercial interests and personal garden and amenity areas. I have been told some simple signage may be made available? I will witness a massive increase in the disturbance by 'walkers', 'visitors' to important designated sites of wildlife protection and previously privately protected 'Semi Natural Ancient Woodland' with protected wildlife habitats.</p> <p>A new 'tax/charge' on new dwellings is doubling up on an existing 'Community Infrastructure Levy' further dissuading philanthropic land owners to undertake the provision of village low cost housing provision to help the locally born working in the countryside to live in it. If this is to go ahead, I would only support it if the fund is administered by my 'Local Authority' who have to answer to the residents of this area as to how that money is accounted for and used. I would not support this levy if unaccountable 'Agencies' and dubious 'Charities' are handed yet more landowners money to be mis-spent and wasted yet again.</p>	<p>The scope of the SPD, and the tariff proposed, is relevant to 'in-combination' recreational effects from future housing growth only. No amendment required. The England Coast Path is outside the scope of the SPD.</p> <p>The tariff will be collected and administered at the LPA level and development applications will continue to be determined by the LPA also. No amendment required.</p>
63	Mr Gary Guiver	Tendring District Council on behalf of various key stakeholders with an interest in this project	<p>I am writing on behalf of Tendring District Council in response to the consultation exercise for the Essex Coast Recreation Avoidance Mitigation Strategy (RAMS) Supplementary Planning Document (SPD) to express some of the comments, issues and concerns raised to me by various key stakeholders with an interest in this project.</p> <p>Fundamental concerns have been expressed locally about any strategy or intervention that curtails or restricts the potential for residents and visitors to access and enjoy the coast and which would therefore diminish Tendring's</p>	<p>In ensuring that residential development can be permitted without the determination that there would be resultant significant effects on the integrity of Habitats sites due to recreational disturbance, the tariff can enable growth in Tendring. Many development proposals</p>

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			<p>potential for tourism, economic growth and a healthy resident population.</p> <p>Examples of the more specific concerns and suggestions raised by local stakeholders with unquestionable knowledge of their area (particularly Hamford Water) are summarised as follows:</p> <ul style="list-style-type: none"> <li>• That the money raised through RAMS contributions should not dissuade philanthropic land owners wishing to release land for the provision of low-cost housing for people born locally to live and work in the countryside.</li> <li>• That the RAMS contributions secured from developments in the Tendring area should be controlled and administered only by Tendring District Council as the local authority directly answerable to the landowners, businesses and residents affected. They should not be handed to a potentially unaccountable and faceless body.</li> <li>• The area termed Hamford Water is not, as the documentation suggests, a natural habitat. Instead it is a largely man-made environment that requires constant maintenance, dredging and management to avoid siltation caused by the grass and seaweeds growing in the water, which would otherwise rapidly turn into dried out marsh – as can already be witnessed at Hamford Water.</li> <li>• Whilst the emphasis of the documentation seems to major on birds, the whole chain of natural life requires far closer investigation – e.g. shellfish in Hamford Water (which have been poisoned by human e-coli through the release of sewage from Kirby and Bath House Meadows pumping stations); and sea mammals including seals and porpoises.</li> <li>• There are significant and important other Statutory Bodies with strong legal and commercial interests in Hamford Water including the Harwich Harbour Authority (who has control over the navigation and who collect Port Dues for shipping movements to Bramble Island); and Crown Estates, who own most of Hamford Water below the low tide level.</li> </ul>	<p>related to tourism, economic growth and health are exempt from the tariff.</p> <p>Tendring District Council, as one of the partner LPAs, will be accountable for the collection of the tariff and implementation of the mitigation measures in the Tendring District Council area. Section 6.3 of the SPD states that, 'A representative from each of the partner LPAs, together forming 'The RAMS Steering Group', shall work with the Essex Coast RAMS team...'</p> <p>The RAMS and SPD are related only to the effects of recreational disturbance on those wildlife designations that are classified as 'Habitats sites' of which some of the most significant are within Tendring District, such as Hamford Water and the Stour Estuary. At the Essex Coast these are predominantly designated due to birds. Other effects from development proposals would be explored at the development management stage, in line with requirements for project-level HRA/AA, ecology assessments and Environmental Impact</p>

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			<ul style="list-style-type: none"> <li>• Hamford Water has been able to manage itself and the wildlife present to a very high standard, without the need for draconian legal powers and without constant surveillance. The Hamford Water Management Committee already supervises the area at nil cost to anyone except the organisations that willingly contribute – however this body nor any of its members are mentioned once in the RAMS documentation.</li> <li>• The level and nature of monitoring being proposed in the documentation are likely to have little worth, if it is anything like the level of evidence in the report. For example, it is said that the launching of Jet-Skis will be prohibited by legislation at Titchmarsh Marina and in the area around Mill Lane in Walton – yet there is no Jet-Ski activity in Hamford Water and launching is already not permitted at Titchmarsh Marina, Walton &amp; Frinton Yacht Club or at the Walton Town Hard. Jet-Skis do launch from Dovercourt Bay.</li> <li>• Additionally proscribing Jet-Skis totally is contrary to the United Nations Charter of the Seas and Freedom of Navigation to which the UK is a signatory; applying to all coastal areas that do not dry out at low-tide.</li> <li>• It is suggested that people walking on the salt-marsh in the south-eastern corner of Hamford Water is causing significant damage, but without any evidence or detail of the alleged activity. In the last 55 years, little if any such activity has occurred and the only places of access in the south eastern area where the foreshore is accessible are at Island Lane and Foundry Creek where one would sink into soft mud if any such activity was tried.</li> <li>• The documentation states that the Naze are part of the Nature Reserve where wildlife is being affected by people walking there with dogs off their leads – but this area is owned by Tendring District Council having been sold to its successor (the Frinton and Walton Urban District Council) by Essex County Council on the condition it remained a public area with unrestricted public access in perpetuity. There is little wildlife to be found on the Naze other than</li> </ul>	<p>Assessments (EIA) where relevant and required of proposals at the LPA level.</p> <p>The Essex RAMS toolkit includes, within the ‘education and communication’ Action Area, direct engagement with clubs and relevant organisation. The implementation of this can begin once the Delivery Officer is appointed. The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.</p> <p>Moreover, all measures will be actioned meaning that contributions will fund this project. Because contributions are from within the zones of influence, there is no prospect of funding being diverted away from areas that require the greatest protection.</p>

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			<p>Muntjac, a few rabbits and various gulls.</p> <ul style="list-style-type: none"> <li>• Imposing restrictions on the lawful peaceful use of the area around Hamford Water is unwarranted and could prove to be counterproductive. Bird surveys conducted by the local Warden show consistent healthy increases in the bird population.</li> <li>• It should be questioned why the Environment Agency licence to the blowing of eggs of the Lesser Black Backed Gull on Hedge End Island – as this is clearly a man-made intervention that favours certain forms of biodiversity over others and supports the view that Hamford Water is man-made, as opposed to a natural, environment.</li> </ul>	
64	Ms Emma Wreathall	Bradwell Power Generation Company Limited	<p>Given the position of national policy, it is considered appropriate that the Essex Coast RAMS SPD recognises Bradwell as a potentially suitable site for a new nuclear power station. Essex County Council and Maldon District Council both recognise the Bradwell B power station (BRB) as a significant infrastructure project within Essex county and which reaffirms the need to take the Project into account within the new Essex Coast RAMS SPD.</p> <p>The spatial extent of the Zone of Influence for the Essex Coast RAMS (Figure 3.1) includes the Bradwell B nomination site boundary. It therefore follows that BRB GenCo has an interest in the RAMS proposals which may be of relevance in the context of the Environmental Impact Assessment (EIA) and HRA studies that it will need to complete to support a Development Consent Order application (and other regulatory consents) for a proposed nuclear power station.</p> <p>BRB GenCo has initiated a programme of baseline surveys to characterise the abundance distribution and behaviour of birds within a potential Zone of Influence of the proposed power station site. In due course, the results of these surveys will inform the EIA and HRA for the development. This survey work can make a contribution to the evidence base that is available to inform the targeting and deployment of mitigation measures to ensure that they are</p>	Noted. The implementation of specific communication and any joint-working can begin once the Delivery Officer is appointed. No amendment proposed.

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			<p>proportionate and appropriate given the range of pressures that may be prevalent as a result of new development proposals (either alone or in-combination).</p> <p>BRB GenCo looks forward to the opportunity to continue working with key stakeholders to ensure that effects arising from other developments can be taken into account during the forthcoming EIA and HRA studies for the Bradwell B Project.</p>	
65	Mr Matt Verlander	Avison Young on behalf of the National Grid	We have reviewed the above document and can confirm that National Grid has no comments to make in response to this consultation.	Noted. No amendments proposed.
66	Ms Michelle Curtis	Tollesbury Parish Council	<p>It is difficult for the Parish Council to be brought in at this late stage. Especially as we are not even listed under partnership working whereas 'local clubs and societies' are. Had we been included we would have shared our local knowledge which would have shown you that 'aerial disturbance' (page 38) was not the only form of disturbance present in the parish.</p> <p>On page 44 (also page 102 A10.5) we feel that the discussion of mitigation options is rather limited and your concentration on Maldon should possibly be reviewed. Has not the District Council established Tollesbury as an access hub for the estuary?</p> <p>On page 52 under Habitat Creation, your comment that artificial islands 'may' fit in the Shoreline Management Plan (SMP). From our experience, having the largest artificial island in the Blackwater in the Parish, they do fit in with the SMP so we suggest the word 'may' is removed.</p> <p>It is of concern to the PC that the governance of this whole project is still being discussed (page 68) with no reference to any feedback from local sources of information. This project is apparently to run until 2038. Might there not be some value to some two-way communication and representation with Parish Councils to ensure that the project remains fit for purpose?</p>	A consistent approach was adopted in collecting information to establish the RAMS baseline. The suggested actions are considered relevant for exploration by the Delivery Officer, once appointed, as is the implementation of the RAMS in practice. No amendment proposed.

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67	Ms Heather Biner	Resident	<p>The new Local Plan is unsound. The congestion around this area is already unacceptable. The roads cannot handle an increase in traffic especially at rush hour. The pollution levels in some places are already at dangerous levels. Some parts of the area are already at risk of flooding. The GPs, hospitals, schools and other services are already stretched to breaking point. The infrastructure is not in place, nor is the space to add it. As well as the detrimental affect it would have on our wildlife and precious natural spaces.</p>	<p>Noted. The Maldon Local Plan was found to be sound in 2017 and was approved by the Secretary of State in July 2017. These comments are related to the Local Plan in question rather than the SPD. No amendments proposed.</p>
68	Mr Shane Robinson	The British Association for Shooting and Conservation (BASC)	<p>The Birds Directive fully recognises the legitimacy of hunting of wild birds as a form of sustainable use. Wildfowling is an activity that provides significant social, cultural, economic and environmental benefits in the UK. Wildfowling clubs also have a longstanding reputation for their conservation activities. Their understanding of the sites they manage and willingness to work together to the greater good of the site should be embraced.</p> <p>BASC is concerned that the creation of new residential development along the Essex Coast will lead to increased visitor pressure on designated sites. Wildfowling clubs own and lease saltmarsh and foreshore along the Essex Coast.</p> <p>Wildfowling along the Essex Coast is consented by Natural England and has already been approved as having no likely significant effect on the features of designated sites. We are concerned that the proposed mitigating measures in the consultation documents will not address increased visitor pressure associated with new residential development along the Essex Coast.</p> <p>We are concerned that when new residential development inevitably leads to increased visitor pressure that regulated activities such as wildfowling will be targeted as a means of addressing failures with RAMS. Bye-laws restricting walking and walking with dogs could mitigate increased visitor pressure.</p> <p>Preventing or restricting any further residential development along the Essex Coast is the most appropriate means of mitigating increased visitor pressure.</p>	<p>The suggested actions are considered relevant for exploration by the Delivery Officer, once appointed, as is the implementation of the RAMS in practice. Distribution of housing growth is a matter for LPA Local Plans. No amendment proposed.</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>We would like to meet with the RAMS team as soon as possible to discuss our concerns and those of wildfowling clubs with you.</p>	
69	Ms Annie Gordon	Essex Wildlife Trust	<p>We wish to register our concern that neither Essex Wildlife Trust, the RSPB or the National Trust were included in the steering group for the development of the RAMS project. All three Non-Governmental Organisations have significant coastal landholdings either including, or directly adjacent to, Habitats sites.</p> <p>While we accept that this strategy is now widely advocated, there is a notable lack of evidence to support the assertion that the strategy is effective. It remains unclear and uncertain as to whether the proposed mitigation will be deliverable and whether it can be guaranteed for the long term. Using a precautionary approach, we therefore cannot agree with the HRA conclusion of no 'Adverse Effects on Integrity' (AEOI) of Habitats sites and their features of interest. There is no basis in evidence to support this conclusion. Endorsement of the strategy by Natural England is not, in itself, a guarantee of its effectiveness. Natural England is subject to the "Growth Duty" under Section 108 of the Deregulation Act 2015. This means it is required to have regard to the desirability of promoting economic growth and must consider "the importance for the promotion of economic growth of exercising the regulatory function in a way which ensures that regulatory action is taken only when it is needed, and any action taken is proportionate."</p> <p>We wish to point out that the precautionary principle needs to be applied as one of the three tests of the Habitats Regulations. There is no reference to this fundamental principle in the Essex RAMS document. Instead the strategy refers to pragmatism; we have serious concerns that economic "pragmatism" may be used to undermine the protection of internationally important habitats and species. The Essex RAMS should be based on a precautionary approach; to do otherwise risks facilitating development that does not meet the criteria for sustainability.</p> <p>In respect of personal watercraft we are of the opinion that a published Code of Conduct will fail to deliver the much-needed change in behaviour. We do not accept the claim that this strategy will be an effective measure against</p>	<p>The RSPB and EWT were invited to both of the preliminary workshops essential to devising the RAMS and the RSPB provided valuable support for the RAMS and Bird Aware. Only the partner LPAs and Natural England were involved in the steering group as the RAMS and SPD are considered technical Local Plan documents. No amendment proposed.</p> <p>The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.</p> <p>The need for and focus of the Essex RAMS has stemmed from the recommendations of the LPAs' Local Plan HRA/AAs and is not a document that needs to meet the Habitats Regulations Assessment regulations in and of itself. Section 2.15 of the SPD sets out that, 'the RAMS approach is fair and seeks to mitigate the additional recreational pressure in a way that ensures that those responsible for it, pay to mitigate it</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>personal watercraft misuse. A much more robust package of enforcement measures is needed to address this issue.</p> <p>Table 6.2 Potential for disturbance of birds in Hamford Water states that: "Skippers Island has regular visits by a volunteer warden who speaks to visitors" - We wish to point out that the current Skipper's Island warden is a volunteer who is only onsite occasionally (once a month on average).</p> <p>"The Colne Point is wardened and as such is likely to be resilient to increased visitor impacts" - Once again, the warden of Colne Point is only onsite occasionally; for most of the time the site is not patrolled. It is false to claim that Colne Point has resilience to increased visitor impacts.</p> <p>"St Osyth Stone Point and Brightlingsea Creek is another area where potential conflict could take place, however these areas are relatively remote" - St Osyth Stone Point is not remote, it is the pick-up point for the Brightlingsea Foot Ferry and therefore has a relatively high footfall when the ferry is running during the Spring and Summer season.</p> <p>In conclusion, while we recognise the need for the RAMS, we are of the opinion that the current iteration of the strategy is flawed and does not fully accord with the principles underpinning the Habitats Regulations. In its current form there are unsubstantiated claims of effectiveness, a failure to adopt the precautionary approach and a lack of robustness in some of the mitigation measures proposed. We would urge that these matters are addressed, and the revised version subjected to further consultation.</p>	<p>at a level consistent with the level of potential harm. It also obeys the 'precautionary principle'. Existing visitor pressure at Habitats sites would be mitigated through alternative means and any pressure that would arise from different types of development would be addressed through the project HRA'. No amendment proposed.</p> <p>Once appointed, the Delivery Officer will engage with local key stakeholders on the implementation of the project. No amendment proposed.</p>
70	Mr Barrie Stone	Resident	Wildlife mitigation on Wallasea Island has already been done.	Noted. No amendment proposed.
71	Ms Anna Roe	Ipswich Borough Council	Regarding Figure 3.1 which shows the Zones of Influence for the Blackwater Estuary, Stour Estuary and Hamford Water stretching into the Suffolk Coast RAMS area. I am concerned that this could be confusing for developers of new dwellings in south Suffolk, as it implies that a contribution is required to the Essex Coast RAMS, in addition to the Suffolk Coast RAMS. Can I please	An amendment to the relevant map in the SPD and RAMS is proposed, which will remove all areas of Suffolk from the Zone of Influence.

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			request that figure 3.1 is amended to clarify that the Essex Coast RAMS tariff area stops at the Essex border, I attach a map of the Suffolk Coast RAMs Zone of Influence to illustrate my point.	
72	Mr Sam Hollingworth	Strutt & Parker on behalf of the Chelmsford Garden Village Consortium	<p>The RAMS SPD does not appear to acknowledge the difference between the delivery of homes, and population increase. All three of the tests within Regulation 122 of the CIL Regulations must be met when requesting contributions. As such, it is essential that the RAMS SPD will only require contributions to be made where they are to mitigate impacts which inter alia are directly related to the development in question. They cannot be used simply to address an existing situation, or a situation that would arise irrespective of the development in question. It is therefore necessary to distinguish between the impacts of development and those that are simply of population increase which would have occurred regardless.</p> <p>The total number of new homes planned within the combined Zone of Influence does not reflect the total number of new homes required to meet the projected population growth. A number of Essex Local Planning Authorities' strategic housing policies are out-of-date, and do not meet current projection and household projections. By formulating a strategy based on mitigating population growth, but then introducing a per-dwelling charge to fund this based on current allocations which are not sufficient to meet this population growth, the current allocations will be required to make a disproportionately large contribution to the mitigation.</p> <p>We note reference in Table 2.3 to the brief for the preparation of the RAMS that this included identifying measures that have already been funded and providing details in respect of current funding mechanisms. Separately, we note reference at paragraph 6.6 of the RAMS the potential for Local Planning Authorities to identify mitigation measures to be provided through separate funding streams, citing the Local Growth Fund and Local Enterprise Partnership. However, the RAMS appears to conclude that full costs of the mitigation strategy (plus a further 10% contingency allowance) be borne by new developments, without explaining how alternative sources of funding have been explored.</p>	<p>It is proposed that an amendment explaining more clearly the relationship between the effects of a population increase resulting from net new dwelling increases is included within the SPD.</p> <p>The extent of each Local Plan's housing growth has been identified consistently, for the purposes of the RAMS and SPD, for all LPAs in determining a total number of new dwellings. The cost of mitigating the impact of 72,907 homes is £8,916,448.00. Section 4.7 of the SPD acknowledges that 'this figure is not definitive and likely to change as more Local Plans progress. As such the figure will be subject to review.' If more homes are built there will be a greater impact and so additional mitigation, funded by developer contributions, will be required. If less homes are built there will be less of an impact that that expected and so less mitigation will be required.</p> <p>The Chelmsford Local Plan 2013-2036 which includes the policy</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>The PPG2 confirms that policies on planning obligations should be set out in plans and examined in public, and informed by a proportionate assessment of viability. It goes on to expressly state that Supplementary Planning Documents should not be used to set out formulaic approaches to planning obligations, as these would not be tested through examination. We consider that the RAMS SPD should take a far less negative stance in respect of alternatives to simply making a financial contribution, and it would benefit from providing further guidance and/or flexibility to those wishing to implement alternatives. Furthermore, by addressing such alternatives, this will help ensure that it is consistent with emerging Local Plan policies which, as already discussed, acknowledge there may be situations where it would be inappropriate to require financial contributions to RAMS.</p> <p>There is a concern, as a matter of principle, that seeking contributions from developers to mitigate the impact of activity being actively promoted by others is questionable.</p> <p>In terms of how costs have been calculated, it is unclear what assumptions have been made in respect of overheads on top of salary costs for the staff identified as being needed. We suggest that, in the interests of transparency, this should be clearly set out. We suggest that the RAMS SPD needs to carefully consider whether it is indeed actually the case that all items proposed to be funded through developer contributions are necessary to make development acceptable in planning terms.</p>	<p>requirement for the RAMS, has been found 'sound' by an independent Planning Inspector.</p> <p>The tariff can only be applied to applications from a base date and cannot be collected retroactively on consented proposals despite some proposals being included within Local Plans. Consented proposals help define the baseline position, and the suite of mitigation costed and included within the SPD in Appendix 1 is suitable to both address these effects as well as those of unconsented proposals without exponentially increasing the costs of the mitigation package. A proposed amendment setting out this position more clearly is proposed.</p> <p>Bespoke alternatives to the tariff approach will be considered at the development management stage to ensure they are proportionate and suitable on a case-by-case basis. Alternative sources of funding for the mitigation package have not been explored as it is not considered appropriate for funds to be diverted from other sources when the HRA/AAs of the</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				<p>LPA Local Plans has associated the significance of the in-combination effects the RAMS seeks to mitigate directly to new housing growth. No amendment proposed.</p> <p>It is a requirement of the Habitats Regulations Assessment Regulations that 'in-combination' effects are considered. Other schemes not related to Local Plans growth will be subject to their own HRA/AA requirements if relevant. No amendment required.</p> <p>Amendments clearly setting out how overheads and other costs have been identified within the RAMS mitigation package are proposed within the SPD.</p>
73	Hannah Thomas-Davies	DWD Property + Planning on behalf of Countryside	<p>We consider that the SPD should provide more detailed wording to confirm the process for defining an alternative to paying into the RAMS. We consider that the SPD would be more effective if it clearly set out the process for agreeing bespoke mitigation for strategic sites. The SPD seeks the mitigation to the Essex Coast SPAs by one method, the payment towards a mitigation fund, however, strategic sites offer alternative methods to attain the protection of the Coastal SPAs from recreational use.</p> <p>Paragraph 3.9 make reference to tourist accommodation and states it 'may be likely to have significant effects on protected habitat sites. We do not consider this is an acceptable description of the potential impacts of tourist accommodation on the coastal SPAs. Rather than leaving this to a case-by-case assessment, the SPD should include measures to mitigate tourist</p>	<p>Bespoke alternatives to the tariff approach will be considered at the development management stage to ensure they are proportionate and suitable on a case-by-case basis. Appropriate alternatives could take various forms and are likely to differ from case to case. For this reason, developers of strategic sites are encouraged to engage with the relevant LPA for specific guidance on what is considered appropriate.</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>development on the coastal habitat as well as the recreational pressure posed by residential development.</p> <p>Further clarification is required detailing how the total number of dwellings figure of 72,907 was calculated. Appendix 1 provides a transparent breakdown of the mitigation package costed for 2018-2038, however the calculation used to determine the number of homes to be delivered is not clear. We are concerned that the 72,907 figure underestimates the potential number of homes delivered by the 12 LPAs within the period to 2038. By using a correct, much higher, figure of additional housing this would have the effect of reducing the tariff per property levied.</p> <p>The cost of mitigation has not been included as a planning policy requirement in recent Local Plan viability assessments. This additional cost burden brought forward by the councils late in the Local Plan process will mean that viability assessments of individual applications may become necessary to demonstrate whether or not the additional cost burden can be viably delivered.</p> <p>We consider that the calculation of housing numbers should be made more transparent, providing a description for each local authority of how the total housing figure has been calculated. This should include references to adopted and emerging development plan documents which have formed the figure.</p>	<p>The RAMS and SPD has been devised specifically to address the effects of Local Plan growth within the LPA areas. As ensuring a sufficient supply of dwellings through Local Plan periods is a requirement of Local Plans, including tourist accommodation proposals is not. As such, the effects of mitigating tourist accommodation, within the remit of the SPD, is considered best addressed on a case-by-case basis as and when applications for such proposals are submitted. No amendment proposed.</p> <p>The extent of each Local Plan's housing growth has been identified consistently, for the purposes of the RAMS and SPD, for all LPAs in determining a total number of new dwellings. Section 4.5 of the SPD acknowledges that 'this figure is not definitive and likely to change as more Local Plans progress. As such the figure will be subject to review.' No amendment proposed.</p> <p>The subject of viability in regard to the tariff can be explored within Local Plan examinations, where</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
				deemed relevant. No amendment proposed.
74	Unknown	The British Association for Shooting & Conservation (BASC)	<p>The proposed mitigating measures will not address increased visitor pressure associated with new residential development along the Essex Coast. Please provide BASC with evidence of how the proposed mitigation measures will be successful in mitigating the impact of increased visitor pressure.</p> <p>Please provide information to BASC on the areas that have been identified and permissions granted to allow this work to be undertaken prior to planning consent being granted.</p> <p>Any new car parks must be located away from sensitive areas and local byelaws must be introduced to restrict the public from walking and walking with dogs. Adequate regulation and enforcement must be in place prior to planning being approved.</p> <p>No evidence has been provided on how the employment of a ranger will be sufficient mitigation for the impact of increased visitor pressure on breeding and overwintering wildfowl. Please provide BASC with information on the inclusion of the ranger's work in the HRA process.</p> <p>Please provide BASC with written confirmation that when increased visitor pressure is caused by new residential development that this will not result in additional "in combination" effects with existing wildfowling consents. We are concerned that when new residential development inevitably leads to visitor pressure increases that regulated activities such as wildfowling will be targeted as a means of addressing failures with RAMS.</p> <p>Representatives of wildfowling clubs along the Essex Coast must be included in the proposed partnership approach. Merely stating that there will be some creation of salt marsh etc. will not be sufficient for an HRA process. Please provide information to BASC on the actions that would need funding.</p>	<p>The effectiveness of the mitigation will be monitored as outlined within Section 6 of the SPD. No amendment proposed.</p> <p>All partner LPAS have approved the RAMS. Relevant committee reports can be found on LPA websites.</p> <p>The employment of Rangers follows best practice established by existing RAMS projects and verified by Natural England through their input into the RAMS thus far. It can be considered that many of these points made can be considered by the Delivery Officer, once in post. This will include monitoring of the effectiveness of the mitigation as outlined within Section 6 of the SPD. No amendment proposed.</p> <p>'In-combination' effects are those that are identified through exploring the individual effects of those HRA/AAs undertaken for any plan or project in the area that would require compliance with the Habitats Regulations Assessment. This would include</p>

No.	Name	Organisation	Main Issues Raised	Response / amendment required
			<p>Permissions must be sought, projects must be highlighted, and plans put in place to ensure they are able to meet the conservation objectives required to mitigate the original issue.</p> <p>The HRA must include maximum permissible occupancy of those dwellings as it is the individuals within the dwelling that will increase the visitor pressure, not the dwelling itself. A precedent has been set that every application needs to be looked at on its individual merit. A blanket policy would be unlawful.</p> <p>Wildfowling actively warden the area's they manage along the Essex Coast. Funding from RAMS should be allocated to wildfowling clubs to employ club representatives to assist with direct engagement with the public. Please add wildfowling clubs as key partners in the RAMS.</p> <p>A severe weather policy must be drafted to use bye-laws to restrict the public from walking or walking with dogs during periods of severe weather. See the Joint Nature Conservation Committee Severe Weather Policy as a reference point.</p> <p>Preventing or restricting any further residential development along the Essex Coast is the most appropriate means of mitigating increased visitor pressure.</p>	<p>qualifying planning applications or development plans. Should an 'in-combination' effect be identified, it would be the responsibility of the new proposal to provide mitigation, not existing consented developments or activities.</p> <p>It is not considered possible to calculate, or appropriate to assume, dwelling occupancy with any degree of accuracy; hence the proposed blanket tariff being applicable per net new dwelling. The tariff as proposed, will ensure that the required mitigation can be delivered to enable housing growth. No amendment proposed.</p> <p>All of the LPAs have a statutory requirement to plan for new housing growth. The RAMS seeks to mitigate recreational impacts on protected Habitats sites on the Essex Coast arising from the increase in population associated with these housing growth requirements. Each LPA Local Plan will include locational criteria-based policies to determine where growth will be permitted. No amendment proposed.</p>





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# Essex Coast Recreational disturbance Avoidance and Mitigation Strategy

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Supplementary Planning  
Document (SPD)  
May 2020

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## Acronyms

AA	Appropriate Assessment
AMR	Authority Monitoring Report
CIL	Community Infrastructure Levy
EA	Environment Agency
EC	European Commission
EEC	European Economic Community
EWT	Essex Wildlife Trust
FAQ	Frequently Asked Questions
GPDO	General Permitted Development Order
HMO	House in Multiple Occupation
HRA	Habitats Regulations Assessment
LPA	Local Planning Authority
NE	Natural England
NPPF	National Planning Policy Framework
RAMS	Recreational disturbance Avoidance and Mitigation Strategy
RSPB	Royal Society for the Protection of Birds
SAC	Special Area of Conservation
SIP	Site Improvement Plan
SMART	Specific, Measurable, Attainable, Relevant & Timely
SPA	Special Protection Area
SPD	Supplementary Planning Document
SSSI	Site of Specific Scientific Interest
UK	United Kingdom
UU	Unilateral undertaking
ZoI	Zone of Influence

## Glossary

Appropriate Assessment	Forms part of the Habitats Regulations Assessment
Authority Monitoring Report	Provides information on all aspects of a planning department's performance.
Community Infrastructure Levy	A charge which can be levied by local authorities on new development in their area to help them deliver the infrastructure needed to support development.
Competent Authority	Has the invested or delegated authority to perform a designated function.
England Coast Path	Natural England are implementing the government scheme to create a new national route around the coast of England
General Permitted Development Order	The Town and Country Planning (General Permitted Development) (England) Order 2015 is a statutory instrument that grants planning permission for certain types of development (such development is then referred to as permitted development).
House in Multiple Occupation	A property rented out by at least 3 people who are not from 1 'household' (for example a family) but share facilities like the bathroom and kitchen.
Habitats sites	Includes SPA, SAC & Ramsar sites as defined by NPPF (2018). Includes SPAs and SACs which are designated under European laws (the 'Birds Directive' and 'Habitats Directive' respectively) to protect Europe's rich variety of wildlife and habitats. Together, SPAs and SACs make up a series of sites across Europe, referred to collectively as Natura 2000 sites. In the UK they are commonly known as European sites; the National Planning Policy Framework also applies the same protection measures for Ramsar sites (Wetlands of International Importance under the Ramsar Convention) as those in place for European sites.
Habitats Regulations Assessment	Considers the impacts of plans and proposed developments on habitats/Natura 2000 sites.
Impact Risk Zone	Developed by Natural England to make a rapid initial assessment of the potential risks posed by development proposals. They cover areas such as SSSIs, SACs, SPAs and Ramsar sites.
In-combination effect	The cumulative effect of that a number of plans, policies, activities and developments can have on the coastal region.
Local Planning Authority	The public authority whose duty it is to carry out specific planning functions for a particular area.
Natural England	The statutory adviser to government on the natural environment in England.

National Planning Policy Framework	Sets out government's planning policies for England and how these are expected to be applied.
Recreational disturbance Avoidance and Mitigation Strategy	A strategic approach to mitigating the 'in-combination' recreational effects of housing development on Habitats sites.
Ramsar site	Wetland of international importance designated under the Ramsar Convention 1979.
Section 106 (S106)	A mechanism which make a development proposal acceptable in planning terms, that would not otherwise be acceptable. They are focused on site specific mitigation of the impact of development. S106 agreements are often referred to as 'developer contributions' along with highway contributions and the Community Infrastructure Levy.
Section 278 (S278)	Allows developers to enter into a legal agreement with the council to make alterations or improvements to a public highway, as part of planning approval.
Special Area of Conservation (SAC)	Land designated under Directive 92/43/EEC on the Conservation of Natural Habitats and of Wild Fauna and Flora.
Special Protection Area (SPA)	Land classified under Directive 79/409 on the Conservation of Wild Birds.
Supplementary Planning Document (SPD)	Documents that provide further detail to the Local Plan. Capable of being a material consideration but are not part of the development plan.
Site of Specific Scientific Interest (SSSI)	A Site of Special Scientific Interest (SSSI) is a formal conservation designation. Usually, it describes an area that is of particular interest to science due to the rare species of fauna or flora it contains.
Unilateral undertaking	A legal document made pursuant to Section 106 of the Town and Country Planning Act 1990, setting out that if planning permission is granted and a decision is made to implement the development, the developer must make certain payments to the local authority in the form of planning contributions.
Zone of Influence (Zol)	The Zol identifies the distance within which new residents are likely to travel to the Essex coast Habitats sites for recreation. This is based on visitor surveys.

## 1. Introduction

- 1.1 This Supplementary Planning Document (SPD) focuses on the mitigation that is necessary to protect the birds of the Essex coast and their habitats from the increased visitor pressure associated with new residential development in combination with other plans and projects, and how this mitigation will be funded.
- 1.2 This SPD accompanies the strategic approach to mitigation which is set out in the Essex Coast Recreational disturbance Avoidance and Mitigation Strategy (the 'RAMS'). The RAMS provides a mechanism for Local Planning Authorities (LPAs) to comply with their responsibilities to protect habitats and species in accordance with the UK Conservation of Habitats and Species Regulations 2017 (the 'Habitats Regulations').
- 1.3 This SPD distils the RAMS into a practical document for use by LPAs, applicants and the public and provides the following information:
  - A summary of the RAMS;
  - The scope of the RAMS;
  - The legal basis for the RAMS;
  - The level of developer contributions being sought for strategic mitigation; and
  - How and when applicants should make contributions.
- 1.4 A 'frequently asked questions' (FAQ) document has also been produced to provide further information about the RAMS project. This is available on the Bird Aware Essex Coast website<sup>1</sup>.

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<sup>1</sup> Bird Aware Essex Coast: <https://essexcoast.birdaware.org/home>

## 2. Summary of the Essex Coast Recreational disturbance Avoidance and Mitigation Strategy

### The importance of the Essex coast

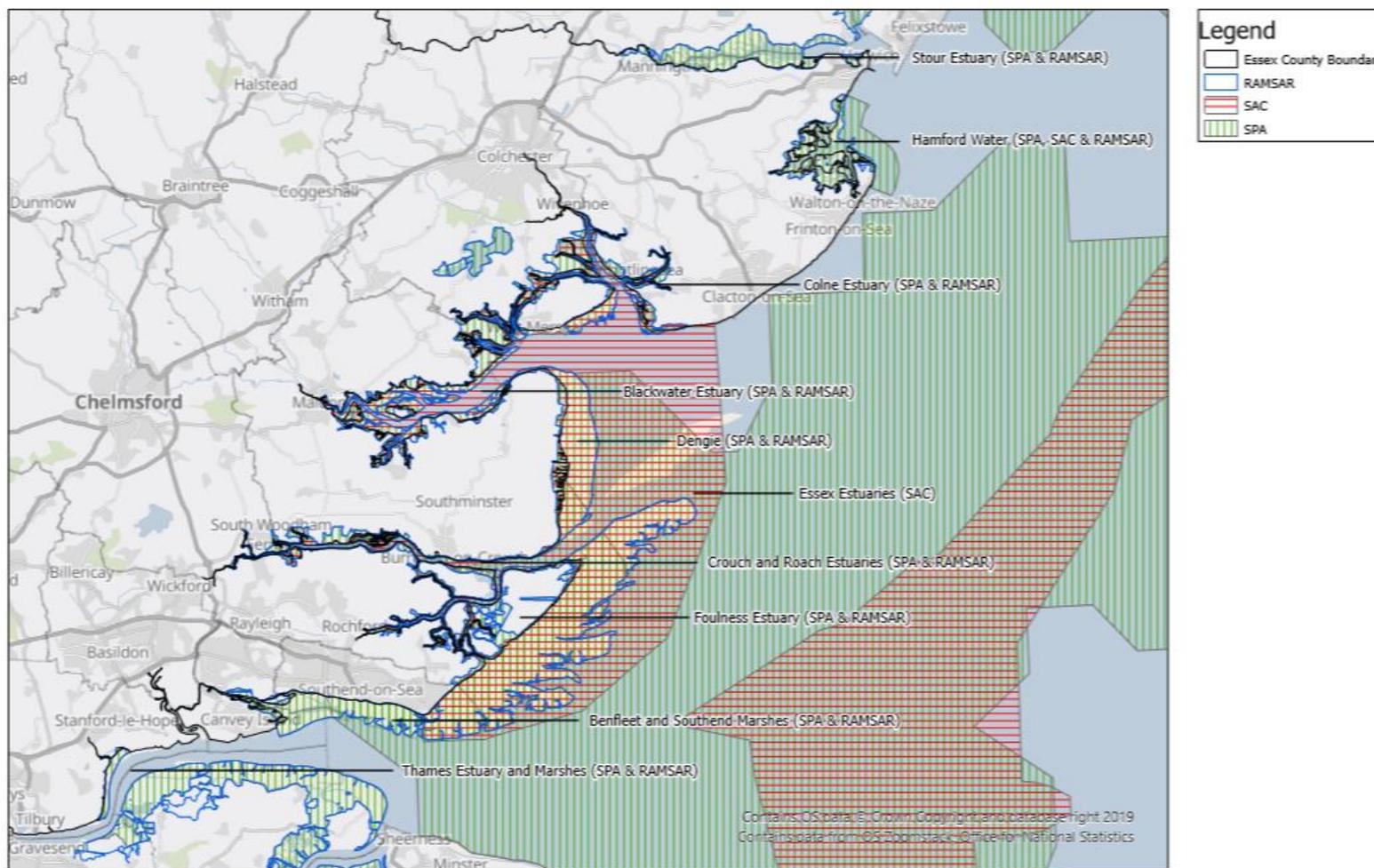
- 2.1 The Essex coastline is one of importance for birds and their habitat. It is home to internationally important numbers of breeding and non-breeding birds and their coastal habitats.
- 2.2 The coast is a major destination for recreational use such as walking, sailing, bird-watching, jet skiing, dog walking and fishing, including bait-digging. Evidence, described in detail in the RAMS, suggests that the majority of this activity is undertaken by people who live in Essex.
- 2.3 Although only Tendring District, Colchester Borough, Chelmsford City, Maldon District, Rochford District, Southend-on-Sea Borough, Castle Point Borough and Thurrock Councils lie on the coast, research has shown that residents from, Basildon Borough, Brentwood Borough, Uttlesford District and Braintree District are also likely to travel to the coast for recreational use.
- 2.4 A large proportion of the coastline is covered by international, European and national wildlife designations. A key purpose of these designations is to protect breeding and non-breeding birds and coastal habitats. Most of the Essex coast is designated under the Habitats Regulations as part of the European Natura 2000 network: for the purposes of this SPD these are Special Protection Areas (SPA), Special Areas of Conservation (SAC) and Ramsar sites. These sites are also defined as 'Habitats Sites' in the National Planning Policy Framework (2019).
- 2.5 The Habitats Sites to which this SPD applies are as follows and these are shown overleaf on Figure 2.1:
  - Essex Estuaries SAC
  - Stour and Orwell Estuaries SPA and Ramsar
  - Hamford Water SPA and Ramsar
  - Colne Estuary SPA and Ramsar
  - Blackwater Estuary SPA and Ramsar
  - Dengie SPA and Ramsar
  - Crouch and Roach Estuaries SPA and Ramsar
  - Foulness Estuary SPA and Ramsar



- Benfleet and Southend Marshes SPA and Ramsar
- Outer Thames Estuary and Marshes SPA and Ramsar

Figure 2.1: Habitats sites covered by the Essex Coast RAMS

## Habitats (European) sites covered by the Essex Coast RAMS



Notes:

- Ramsar sites are areas of wetland which are designated of international importance under the Ramsar Convention (1971).
- Special Protection Areas (SPAs) are sites which support rare, vulnerable and migratory birds.
- Special Areas of Conservation (SACs) are sites which support high-quality habitats and species.

The duties of Local Planning Authorities (LPAs)

- 2.6 LPAs have the duty, by virtue of being defined as ‘competent authorities’ under the Habitats Regulations, to ensure that planning application decisions comply with the Habitats Regulations. If the requirements of the Habitats Regulations are not met and impacts on Habitats sites are not mitigated, then development must not be permitted.
- 2.7 Where a Habitats site could be affected by a plan, such as a Local Plan, or any project, such as a new hospital/housing/retail development, then a Habitats Regulations Assessment (HRA) screening must be undertaken. If this cannot rule out any possible likely significant effect either alone or in-combination on the Habitats site prior to the implementation of mitigation, then an Appropriate Assessment (AA) must be undertaken. The AA identifies the interest features of the site (such as birds, plants or coastal habitats), how they could be harmed, assesses whether the proposed plan or project could have an adverse effect on the integrity of the Habitats site (either alone or in-combination), and finally how this could be mitigated.
- 2.8 The aim of the HRA process is to ***'maintain or restore, at favourable conservation status, natural habitats and species of wild fauna and flora of Community interest'*** [The EC Habitats Directive, 92/43/EEC, Article 2(2)].

The requirement for delivery of strategic mitigation

- 2.9 The published Habitats Regulations Assessments (HRAs) for the relevant Local Plans have identified recreational disturbance as an issue for all of the Essex coastal SPAs, SACs and Ramsar sites.
- 2.10 Mitigation measures have been identified in the HRA (screening and/or AAs) for many of the Local Plans. There are similarities in the mitigation measures proposed, reflecting the identification of ‘in-combination’ effects resulting from planned and un-planned growth in LPA areas. In recognition, this SPD and the RAMS are relevant to these ‘in-combination’ effects only, and do not focus on any other mitigation measures, such as those on-site, that might be required of development proposals in response to other types of effects on Habitats sites.

- 2.11 Natural England<sup>2</sup> recommended a strategic approach to mitigation along the Essex coast to enable the conclusion of ‘no adverse effect on the integrity of the international designated sites’ regarding in-combination recreational effects. Each Habitats site or complex of sites in England has a Site Improvement Plan (SIP), developed by Natural England. Recreational disturbance is identified as an issue for all ten of the Habitats sites considered in this strategy.
- 2.12 Mitigation measures are therefore necessary to avoid these likely significant effects in-combination with other plans and projects. Mitigation at this scale, and across a number of LPAs, is best tackled strategically and through a partnership approach. This ensures maximum effectiveness of conservation outcomes and cost efficiency.
- 2.13 Some housing schemes, particularly those located close to a Habitats site boundary or large-scale developments, may need to provide mitigation measures to avoid likely significant effects from the development alone, ***in addition to the mitigation*** required in-combination and secured for delivery through the RAMS. This would need to be assessed and, where appropriate, mitigated through a separate project level AA. The LPA, in consultation with Natural England, would advise on applicable cases. Therefore, the implementation of this SPD does not negate the need for an AA for certain types of development.
- 2.14 The Essex coast RAMS aims to deliver the mitigation necessary to avoid the likely significant effects from the ‘in-combination’ impacts of residential development that is anticipated across Essex; thus, protecting the Habitats sites on the Essex coast from adverse effect on site integrity. This strategic approach has the following advantages:
- It is endorsed by Natural England and has been used to protect other Habitats sites across England;
  - It is pragmatic: a simple and effective way of protecting and enhancing the internationally important birds and their habitat of the Essex coast and will help to reduce the time taken to reach planning decisions;
  - It provides an evidence based and fair mechanism to fund the mitigation measures required as a result of the planned residential growth; and
  - It provides applicants, agents and planning authorities with a comprehensive, consistent and efficient way to ensure that appropriate

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<sup>2</sup> An executive non-departmental public body and the government’s adviser for the natural environment in England

mitigation for residential schemes within the Zone of Influence (see paragraph 3.2 below) is provided in an effective and timely manner.

- 2.15 The RAMS approach is fair and seeks to mitigate the additional recreational pressure in a way that ensures that those responsible for it, pay to mitigate it at a level consistent with the level of potential harm. It also obeys the 'precautionary principle'<sup>3</sup>. Existing visitor pressure at Habitats sites would be mitigated through alternative means and any pressure that would arise from different types of development would be addressed through the project HRA.
- 2.16 The majority of the HRAs produced by Essex LPAs as part of the production of their respective Local or Strategic Plans identified that the level of 'net new' planned housing growth may lead to disturbance of birds in coastal Habitats (European) sites within and beyond each individual LPA boundary.

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<sup>3</sup> 'In order to protect the environment, the precautionary approach shall be widely applied by States according to their capabilities. Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation.' (Principle 15) of Agenda 21, agreed at the Rio Earth Summit, 1992.

### 3. Scope of the SPD

#### Where does the RAMS apply?

3.1 The 12 LPAs which are partners in and responsible for the delivery of the RAMS are listed below:

- Basildon Borough Council
- Braintree District Council
- Brentwood Borough Council
- Castle Point Borough Council
- Chelmsford City Council
- Colchester Borough Council
- Maldon District Council
- Rochford District Council
- Southend Borough Council
- Tendring District Council
- Thurrock Borough Council
- Uttlesford District Council

3.2 The SPD applies to new residential dwellings that will be built in the Zone of Influence (Zol) of the Habitats sites. It does not apply to any non-residential schemes, and all non-residential schemes are therefore exempt from the tariff. The Zol identifies the distance within which new residents are likely to travel to the Essex coast Habitats sites for recreation.

3.3 The Zol was calculated by ranking the distances travelled by visitors to the coast based on their home town postcode data. Not all postcode data is used as this can skew the results and therefore the Zol is based on the 75th percentile of postcode data. This provides the Zol distance.

3.4 This method has been used for a number of strategic mitigation schemes and is considered by Natural England to be best practice. The distances used to create the Zol are illustrated in Table 3.1 (below).

**Table 3.1: Zones of Influence for the Essex Coast RAMS**

European designated site	Final distance to calculate RAMS Zol (km/miles)
Essex Estuaries SAC	-*
Hamford Water SPA and Ramsar	8.0 km / 4.9 miles
Stour and Orwell Estuaries SPA and Ramsar	13.0 km / 8.1 miles
Colne Estuary SPA and Ramsar	9.7 km / 6.0 miles
Blackwater Estuary SPA and Ramsar	22.0 km / 13.7 miles
Dengie SPA and Ramsar	20.8km / 12.9 miles
Crouch and Roach Estuaries Ramsar and SPA	4.5 km / 2.8 miles
Foulness Estuary SPA and Ramsar	13.0 km / 8.1 miles
Benfleet and Southend Marshes SPA and Ramsar	4.3km / 2.7 miles
Outer Thames Estuary and Marshes SPA and Ramsar	8.1km / 5.0 miles

\* The Essex Estuaries SAC overlaps with the Blackwater Estuary, Colne Estuary, Crouch and Roach Estuaries, Dengie, Foulness and Outer Thames Estuary SPA and Ramsar sites.



3.5 The Zol can be accessed via Magic Maps<sup>4</sup>, where you will find the definitive boundaries. Broad illustrations of the extent of all the individual Habitats sites' Zones of Influence and the overall Zol for the RAMS are shown below in Figure 3.1 and Figure 3.2 respectively.

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<sup>4</sup> MAGIC website: <https://magic.defra.gov.uk/MagicMap.aspx>

Figure 3.1: Illustration of the individual Zones of Influence for the Essex Coast Habitats Sites

### Essex Estuaries Zones of Influences

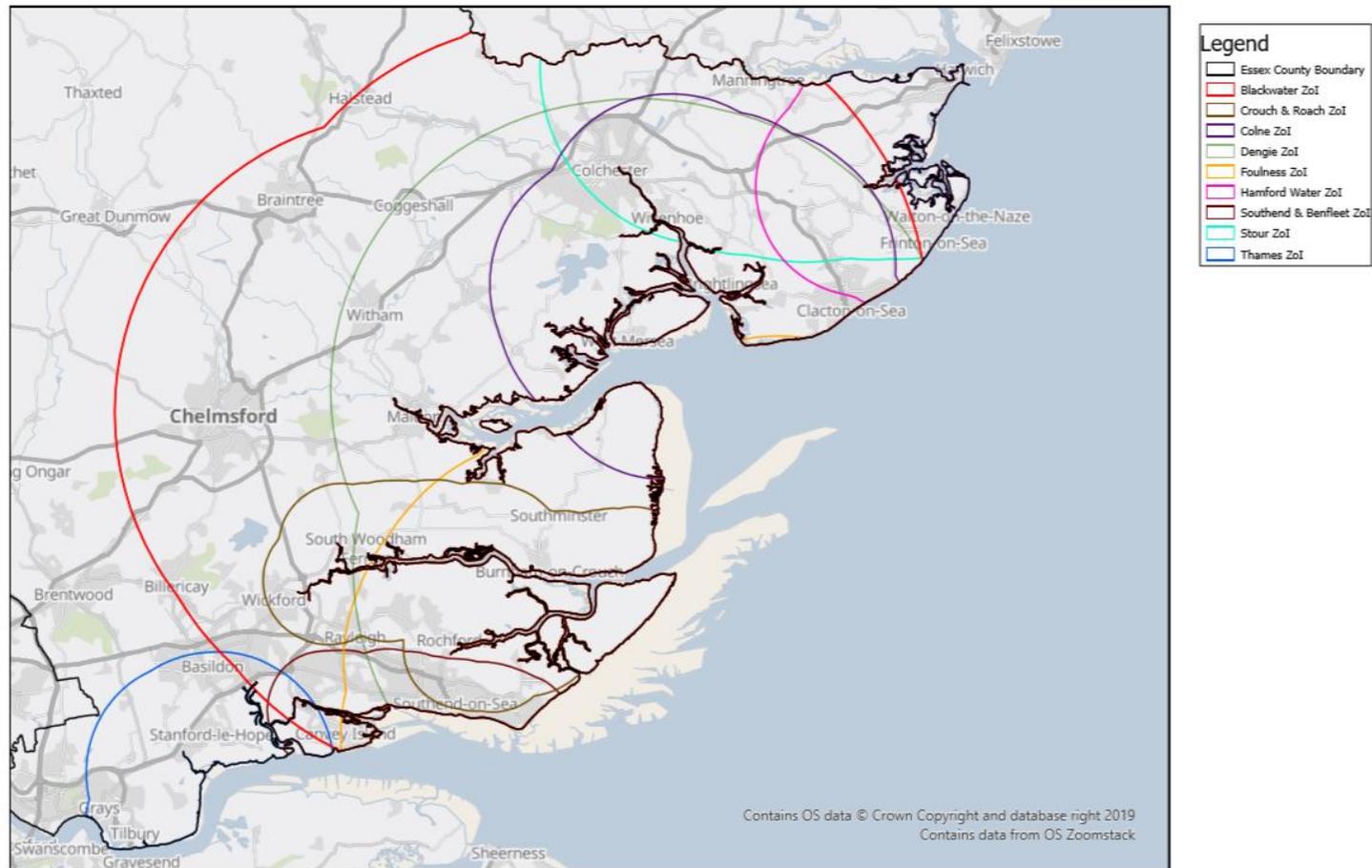
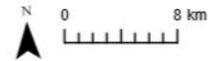
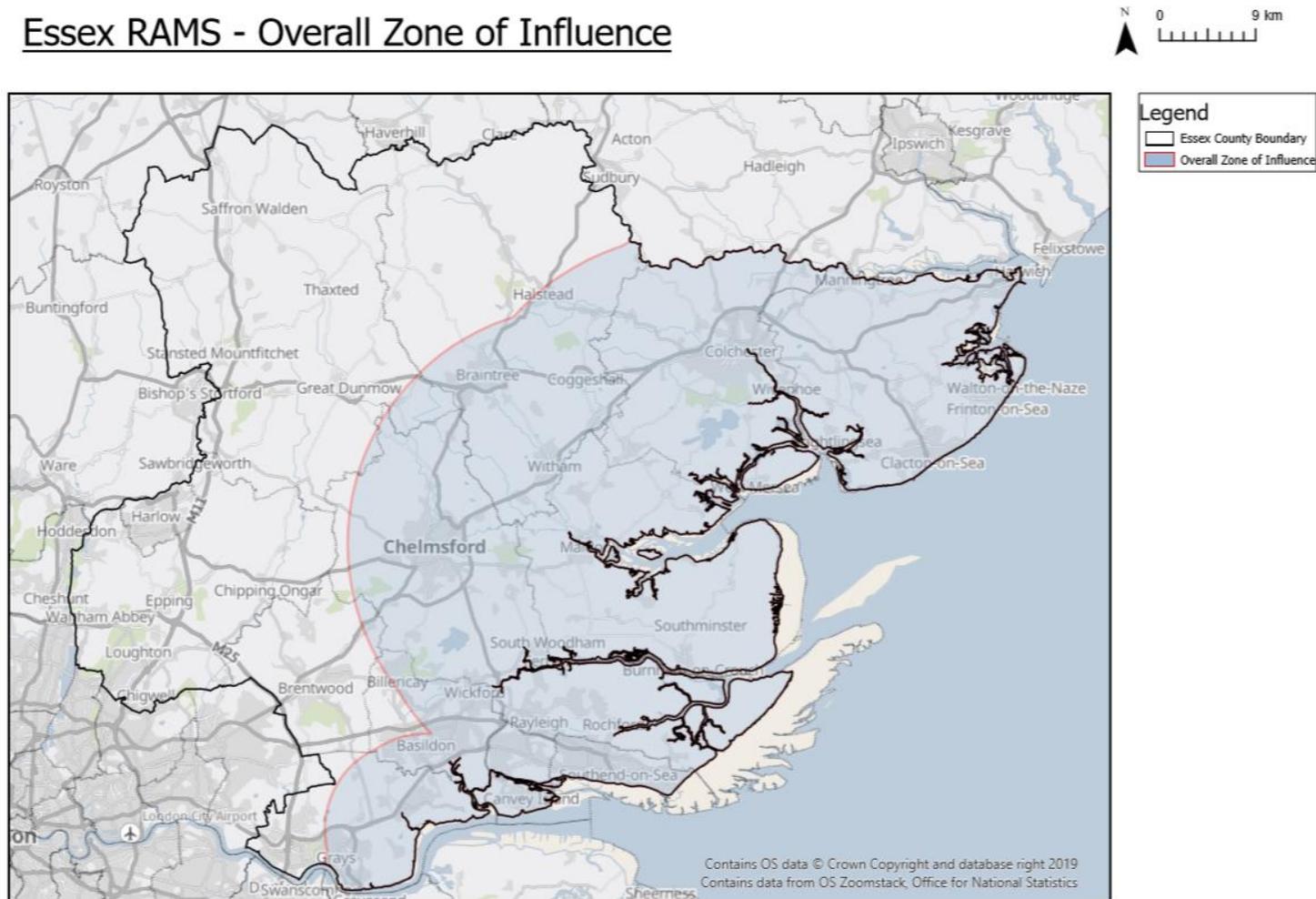


Figure 3.2: Illustration of the Zone of Influence for the Essex Coast RAMS

### Essex RAMS - Overall Zone of Influence



What types of dwellings does this apply to?

3.6 Only new residential developments where there is a net increase in dwelling numbers are included in the RAMS. This would include, for example, the conversion of existing large townhouses into smaller flats, or the change of use of other buildings to dwellings. It excludes replacement dwellings (where there is no net gain in dwelling numbers) and extensions to existing dwellings including residential annexes. Applicants are advised to contact the LPA if in any doubt as to whether their development is within the scope of the RAMS.

Does it apply to all schemes?

3.7 The effects of recreational disturbance on the integrity of the Habitats Sites on the Essex coast are associated with the increase in population that new dwellings will ensure. This is because new residents can be expected to visit the coast, as evidenced by the visitor surveys undertaken. For this reason, the RAMS applies to all schemes regardless of size where there is a net gain in dwellings.

3.8 The contribution to RAMS is a simple way of allowing the AA of residential developments, including single dwelling schemes, to conclude that the in-combination effect will be mitigated. National Planning Practice Guidance<sup>5</sup> confirms that local planning authorities may seek planning contributions for sites of less than 10 dwellings to fund measures with the purpose of facilitating development that would otherwise be unable to proceed because of regulatory requirements. This means that the tariff proposed in this SPD will still apply for those residential proposals that are normally exempt from paying planning contributions under the Community Infrastructure Regulations, such as affordable housing proposals and single dwelling self-builds. These types of development are not exempt from the requirement under the Conservation of Habitats and Species Regulations 2017.

3.9 Natural England's revised interim advice to the Essex LPAs (ref: 244199, 16 August 2018) set out those relevant development types to which the tariff should apply. The RAMS and this SPD apply to the following Planning Use Classes:

**Table 3.2: Planning Use Classes covered by the Essex Coast RAMS**

Planning Use Class*	Class Description
C2 Residential institutions	Residential care homes**, boarding schools, residential colleges and training centres.

<sup>5</sup> Planning Practice Guidance: <https://www.gov.uk/government/collections/planning-practice-guidance>

Planning Use Class*	Class Description
C2A Secure Residential Institution	Military barracks.
C3 Dwelling houses (a)	- covers use by a single person or a family (a couple whether married or not, a person related to one another with members of the family of one of the couple to be treated as members of the family of the other), an employer and certain domestic employees (such as an au pair, nanny, nurse, governess, servant, chauffeur, gardener, secretary and personal assistant), a carer and the person receiving the care and a foster parent and foster child.
C3 Dwelling houses (b)	- up to six people living together as a single household and receiving care e.g. supported housing schemes such as those for people with learning disabilities or mental health problems.
C3 Dwelling houses (c)	- allows for groups of people (up to six) living together as a single household. This allows for those groupings that do not fall within the C4 HMO definition, but which fell within the previous C3 use class, to be provided for i.e. a small religious community may fall into this section as could a homeowner who is living with a lodger.
C4 Houses in multiple occupation	- Small shared houses occupied by between three and six unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom
Sui Generis ***	- Residential caravan sites (excludes holiday caravans and campsites) - Gypsies, travellers and travelling show people plots

Notes:

\* This table is based on Natural England advice (244199 August 2018, which was advisory, not definitive.

\*\* Care homes will be considered on a case-by-case basis according to the type of residential care envisaged.

\*\*\* Sui Generis developments will be considered on a case-by-case basis according to the type of development proposed.

A guide on student accommodation and RAMS is included as Appendix 2.

3.10 As included above, C2 Residential Institutions and C2A Secure Residential Institutions are notionally included within the scope of the RAMS and tariff payments. This is due to an increase in population that would arise from any such developments, in the same vein as any other new residential development. It is proposed however that consideration as to whether such

developments qualify for the full extent of tariff payments should be done on a case-by-case basis. This is because some C2 and C2A proposals may provide a specific type of accommodation that would not result in new residents visiting the coast.

- 3.11 Other types of development, for instance tourist accommodation, may be likely to have significant effects on protected habitat sites related to recreational pressure and will in such cases need to be subject of an AA as part of the Habitats Regulations. As part of this assessment any mitigation proposals (including those which address any recreational pressure) will need to be considered separately from this strategy and taken into account by the appropriate authorities.

What types of application does this apply to?

- 3.12 The RAMS applies to all full applications, outline applications, hybrid applications, and permitted development (see 3.14 below). This includes affordable housing. Reserved matters applications will be considered on an individual basis having regard to whether the potential effects of the proposal were fully considered when the existing outline was granted or where information more recently provided would make for a different assessment of effects.
- 3.13 In order to consider RAMS contributions at the outline application stage, the application should indicate a maximum number of dwelling units.
- 3.14 The General Permitted Development Order (GPDO) allows for the change of use of some buildings and land to Class C3 (dwelling houses) without the need for planning permission, with development being subject to the prior approval process. However, the Habitats Regulations also apply to such developments. The LPA is therefore obliged by the regulations to scope in those GPDO changes of use to dwelling houses where these are within the Zol.
- 3.15 In practice, this means any development for prior approval should be accompanied by an application for the LPA to undertake an HRA on the proposed development. The development will need to include a mitigation package which would incorporate a contribution to the RAMS to mitigate the 'in-combination' effects.
- 3.16 The alternative is for the applicant to provide information for a project level HRA/AA and secure bespoke mitigation to avoid impacts on Habitats sites in perpetuity.

## 4. Mitigation

- 4.1 Measures to address adverse impacts on Habitats sites are statutory requirements and each proposal for residential development within the Zol will still be required to undertake a 'project-level' HRA/AA. These project-level HRA/AAs will explore the hierarchy of avoidance and mitigation. The recommendations of these project-level HRA/AAs may include measures to mitigate effects 'on-site' such as through open space provision or accessible alternative natural recreational green spaces which are relevant to individual developments only.
- 4.2 The RAMS seeks to mitigate 'in-combination' recreational effects only, to enable the conclusion of no adverse effect on the integrity of the international designated sites. Mitigation measures to address in-combination effects, which are required for any residential development within the areas of the LPAs that falls within a Zol, are identified in this SPD.
- 4.3 As the in-combination effects identified within the LPAs' Local Plan HRA/AAs are directly related to a cumulative increase in housing growth, the mitigation identified within the RAMS and this SPD is proportionate to that accumulation and necessary to make development acceptable in planning terms. The tariff is applicable to all residential development that will lead to a net increase in dwellings, as each new dwelling will lead to an increase in population and therefore an increase in the effects associated with recreational disturbance. This means that the mitigation is directly related to the development, as the source of the effects, and the requirement for the tariff to provide the mitigation is justified in accordance with Regulation 122 of the Community Infrastructure Levy Regulations 2010.
- 4.4 The RAMS identifies a detailed programme of strategic mitigation measures which would be funded by contributions from residential development schemes. These measures are summarised in Table 4.1



**Table 4.1 – The Essex coast RAMS toolkit**

Action area	Examples
<b>Education and communication</b>	
Provision of information and education	<p>This could include:</p> <ul style="list-style-type: none"> <li>• Information on the sensitive birds and their habitats</li> <li>• A coastal code for visitors to abide by</li> <li>• Maps with circular routes away from the coast on alternative footpaths</li> <li>• Information on alternative sites for recreation</li> </ul> <p>There are a variety of means to deliver this such as:</p> <ul style="list-style-type: none"> <li>• Through direct engagement led by rangers/volunteers</li> <li>• Interpretation and signage</li> <li>• Using websites, social media, leaflets and traditional media to raise awareness of conservation and explain the Essex Coast RAMS project</li> <li>• Direct engagement with clubs e.g. sailing clubs, ramblers' clubs, dog clubs and local businesses</li> </ul>
<b>Habitat based measures</b>	
Fencing/waymarking/screening	<ul style="list-style-type: none"> <li>• Direct visitors away from sensitive areas and/or provide a screen such that their impact is minimised</li> </ul>
Pedestrian (and dog) access	<ul style="list-style-type: none"> <li>• Zoning</li> <li>• Prohibited areas</li> <li>• Restrictions of times for access e.g. to avoid bird breeding season</li> </ul>

Action area	Examples
Cycle access	<ul style="list-style-type: none"> <li>Promote appropriate routes for cyclists to avoid disturbance at key locations</li> </ul>
Vehicular access and car parking	<ul style="list-style-type: none"> <li>Audit of car parks and capacity to identify hotspots and opportunities for “spreading the load”</li> </ul>
Enforcement	<ul style="list-style-type: none"> <li>Establish how the crew operating the river Ranger patrol boat could be most effective. It should be possible to minimise actual disturbance from the boat itself through careful operation</li> <li>Rangers to explain reasons for restricted zones to visitors</li> </ul>
Habitat creation	<ul style="list-style-type: none"> <li>Saltmarsh recharge, regulated tidal exchange and artificial islands may fit with Environment Agency Shoreline Management Plans</li> </ul>
Partnership working	<ul style="list-style-type: none"> <li>Natural England, Environment Agency, RSPB, Essex Wildlife Trust, National Trust, landowners, local clubs and societies</li> </ul>
Monitoring and continual improvement	<ul style="list-style-type: none"> <li>Birds and visitor surveys, including a review of the effectiveness of mitigation measures. Outputs of the review may include the introduction of new ways to keep visitors engaged</li> </ul>

4.5 Appendix 1 contains details of the full mitigation package. The overall cost for the mitigation package is £8,916,448.00 in total from March 2019 until 2038.

#### What is the tariff?

4.6 The current tariff is £125.58 per dwelling as of 2020/21. This will be indexed linked, with a base date of 2019. This will be reviewed periodically and re-published as necessary.

4.7 In order to arrive at a per dwelling contribution figure, the strategic mitigation package cost (including an additional 10% for contingency purposes) was divided by the total number of dwellings (72,907 dwellings) which are currently identified to be built in the Zol over Local Plan periods until 2038. This includes dwellings which have not received Full/Reserved matters consent. Any dwellings already consented in the Plan periods are not included in this calculation. This figure is not definitive and likely to change as more Local Plans progress. As such the figure will be subject to review.

#### When will the tariff be paid?

4.8 Contributions from residential development schemes will be required no later than on commencement of each phase of development. This is necessary to ensure that the financial contribution is received with sufficient time for the mitigation to be put in place before any new dwellings are occupied.

4.9 Where development is built in phases this will apply to each phase of house building. A planning obligation will generally be used to ensure compliance.

#### How will the tariff be paid?

4.10 The statutory framework for planning obligations is set out in Section 106 of the Town and Country Planning Act 1990 (as amended) and Regulations 122 and 123 of the Community Infrastructure Levy (CIL) Regulations 2010 (as amended). In addition, paragraphs 54 to 57 of the National Planning Policy Framework (NPPF) 2019 sets out the Government's policy on planning obligations. The obligation can be a 'Unilateral Undertaking'<sup>6</sup> or a multi-party agreement, referred to as a 'Section 106 agreement'<sup>7</sup>. The applicant will be required to enter into a formal deed with the LPA to secure the payment of the required financial contribution. The RAMS contribution may form a clause within a wider S106 agreement.

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<sup>6</sup> An offer to an LPA to settle obligations relevant to their planning application.

<sup>7</sup> A legal agreement under Section 106 of the Town and Country Planning Act 1990 made between local authorities and developers, and often attached to a planning permission, to make acceptable development which would otherwise be unacceptable in planning terms.

- 4.11 This contribution is payable in addition to any other contributions such as Community Infrastructure Levy liability or other S106 or S278 contributions and there may be other site-specific mitigation requirements in respect of Habitats sites and ecology as outlined above.
- 4.12 The mitigation measures identified in this SPD are specifically sought to avoid additional recreational pressures on Habitats sites and can be secured through Section 106 agreements (Regulation 123 of the Community Infrastructure Levy regulations). This approach is consistent with the views of other local authorities across the country in dealing with mitigation requirements for other Habitats sites and has been accepted by Planning Inspectors at appeal/examination.
- 4.13 Please contact Planning Officers at the relevant LPA at the earliest opportunity to discuss your application and the most appropriate method of paying your RAMS contribution as methods vary between authorities.

#### Section 106 (S106)

- 4.13 Planning obligations are legally binding on the landowner (and any successor in title). They enable the LPA to secure the provision of services (or infrastructure), or contributions towards them, which is necessary in order to support the new development i.e. by making an otherwise unacceptable development acceptable in planning terms.
- 4.14 Where S106 is used legal agreements for planning purposes should meet all the following tests in order to be taken into account when determining a planning application:

- They are necessary to make a development acceptable in planning terms;

*'LPAs, as competent authorities under the Habitats Regulations, have the duty to ensure that planning application decisions comply with regulations.'*

- They are directly related to the development;

*'Evidence in the RAMS demonstrates that visitors come mainly from within the Zol indicated above to the Habitats sites. The 'in-combination' impact of proposals involving a net increase of one or more dwellings within this Zol is concluded to have an adverse effect on Habitats site integrity unless avoidance and mitigation measures are in place.'*

- They are fairly and reasonably related in scale and kind to a development.

*The measures put forward in the RAMS represent the lowest cost set of options available which will be both deliverable and effective in mitigating the anticipated increase in recreational pressure from new residential development within the Zol. The costs are apportioned proportionately between all developments dependent on the scale of development. The contributions will be spent on both project-wide mitigations such as Rangers, and specific mitigations within the Zol in which the contribution was collected. This contribution is therefore fairly and reasonably related in scale and kind to the development.*

4.15 Applicants are expected to meet the LPA's legal fees associated with any drafting, checking and approving any deed. These legal fees are in addition to the statutory planning application fee and the contribution itself and must be reasonable. Details of the LPA's current legal fees can be found on the LPA's website. The website addresses for each LPA are included within Section 8 of this SPD.

#### Schemes under 10 dwellings

4.16 Applicants for schemes which will create up to 10 new units of residential accommodation can use a Unilateral Undertaking (UU). This should be submitted when the planning application is submitted.

4.17 Applicants will need to provide the following documents as part of their planning application where payment will be made through a UU:

- The original UU committing to pay the total RAMS contribution (index linked) before commencement of house building on the site/in accordance with the phasing of the development. This must be completed and signed by those who have a legal interest in the site including tenants and mortgagees;
- A copy of the site location plan signed by all signatories to the UU and included as part of the undertaking;
- Recent proof of title to the land (within the last month) which can normally be purchased from the Land Registry. Please note there are two parts to the proof of title: a Register and a Title Plan, both of which must be submitted;
- If the land is unregistered, the applicant must provide solicitors details and instruct them to provide an Epitome of Title to the LPA.

- 4.18 A payment for the LPA's reasonable costs of completing and checking the agreement will be necessary. The LPA will only charge for the actual time spent on this matter if the applicant follows the guidance. These legal fees are in addition to the statutory application fee and any contributions themselves. A separate payment for this fee should be submitted. This may be increased if the matter is particularly complex.
- 4.19 The LPA will require a payment towards the LPA's legal costs of completing and checking the UU. Current fees can be found on the respective LPA's website.

#### Schemes for 10 or more dwellings

- 4.20 In the case of larger or more complicated developments which include planning obligations beyond RAMS contributions, an appropriate route for securing contributions will be via a multi-party Section 106 Agreement.
- 4.21 Applicants must submit a Heads of Terms document for the Section 106 Agreement, identifying these requirements and specifying their agreement to enter into a planning obligation. Heads of Terms should be provided at the point of submission of the planning application.
- 4.22 Please contact Planning Officers at the relevant LPA at the earliest opportunity to discuss your application and the most appropriate method of paying your RAMS contribution.

## **5. Alternative to paying into the RAMS**

- 5.1 The 12 RAMS partner LPAs encourage mitigation to be secured via the strategic approach and prefer developer contributions to the RAMS. This approach will help to ensure planning applications are quicker and simpler to process and the adequate and timely delivery of effective mitigation at the Habitats sites. It is also likely to be more cost effective for applicants.
- 5.2 As an alternative, applicants may choose to conduct their own visitor surveys and provide information to support the LPA in preparing project level Habitats Regulations Assessment (HRA) Screening Reports (in order to ensure that they can demonstrate compliances with Regulation 63 of the Habitats Regulations) and secure the bespoke mitigation specified within. Where applicants choose to pursue this option, the LPA will need to consult Natural England on the effectiveness of the mitigation proposed.

## 6. Monitoring of this SPD

- 6.1 To monitor the effectiveness of the RAMS and this SPD, a strategic monitoring process is in place and will be managed by a dedicated RAMS delivery officer in liaison with each LPA's own monitoring officers.
- 6.2 Monitoring will be undertaken annually and a report will be provided to each LPA to inform their individual Authority Monitoring Report (AMR). As competent authorities under the Habitats Regulations, the delivery of the Essex Coast RAMS is the responsibility of each partner LPA needing it to ensure their Local Plan is sound and legally compliant.
- 6.3 A representative from each of the partner LPAs, together forming 'The RAMS Steering Group', shall work with the RAMS Delivery Officer to establish a monitoring process, which will include SMART targets<sup>8</sup> to effectively gauge progress. The work of the Steering Group will be overseen by the Essex Planning Officers Association Chief Officers Group (the Project Board). The Essex Coastal Forum which comprises Officers and Members from partner LPAs, will also discuss the Essex Coast RAMS at their meetings.
- 6.4 To ensure the monitoring process is fit for purpose, various monitoring activities will be undertaken at different times and at an appropriate frequency. The monitoring process will be used to inform future reviews of the RAMS and the SPD and details of the proposed monitoring framework are to be agreed on appointment of the delivery officer.
- 6.5 In addition to the monitoring of specific indicators, the progress of other relevant plans will be considered where they may require the consideration of a change to the RAMS or this SPD. At the time of writing, this includes the emerging South East Marine Plan, the East Inshore Marine Plan and the East Offshore Marine Plan. Once approved these plans will become part of the Development Plan for the relevant LPAs.

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<sup>8</sup> Targets that are Specific, Measurable, Attainable, Relevant and Timely (SMART)

## 7. Consultation

- 7.1 A draft SPD was published for consultation between **Friday 10<sup>th</sup> January to Friday 21<sup>st</sup> February 2020** in accordance with the planning consultation requirements of each LPA.
- 7.2 Following the close of the consultation all comments were considered and a 'You Said We Did' Consultation Report published which outlined a response to each comment and suggested several amendments to this SPD. Where amendments were deemed necessary as a result of any comments, this SPD has factored them in prior to adoption by each LPA.

## 8. Useful Links

- Essex Coast Bird Aware - <https://essexcoast.birdaware.org/home>
- Basildon Borough Council (planning and environment) - <https://www.basildon.gov.uk/article/4622/Planning-and-environment>
- Braintree District Council (planning and building) - [https://www.braintree.gov.uk/homepage/22/planning\\_and\\_building](https://www.braintree.gov.uk/homepage/22/planning_and_building)
- Brentwood Borough Council (planning and building control) - <http://www.brentwood.gov.uk/index.php?cid=531>
- Castle Point Borough Council (planning) - <https://www.castlepoint.gov.uk/planning>
- Chelmsford City Council (planning and building control) - <https://www.chelmsford.gov.uk/planning-and-building-control/>
- Colchester Borough Council (planning, building control and local land charges) - <https://www.colchester.gov.uk/planning/>
- Maldon District Council (planning and building control) - [https://www.maldon.gov.uk/info/20045/planning\\_and\\_building\\_control](https://www.maldon.gov.uk/info/20045/planning_and_building_control)
- Rochford District Council (planning and building) - <https://www.rochford.gov.uk/planning-and-building>
- Southend Borough Council (planning and building) - [https://www.southend.gov.uk/info/200128/planning\\_and\\_building](https://www.southend.gov.uk/info/200128/planning_and_building)
- Tendring District Council (planning) - <https://www.tendringdc.gov.uk/planning>
- Thurrock Borough Council (planning and growth) - <https://www.thurrock.gov.uk/planning-and-growth>
- Uttlesford District Council (planning and building control) - <https://www.uttlesford.gov.uk/article/4831/Planning-and-building-control>
- Natural England - <https://www.gov.uk/government/organisations/natural-england>
- MAGIC (Map) - <https://magic.defra.gov.uk/MagicMap.aspx>
- Planning Practice Guidance - <https://www.gov.uk/government/collections/planning-practice-guidance>



- The National Planning Policy Framework (NPPF) - <https://www.gov.uk/government/publications/national-planning-policy-framework--2>
- Natural England - <https://www.gov.uk/government/organisations/natural-england>
- The Environment Agency - <https://www.gov.uk/government/organisations/environment-agency>

## Appendix 1: Strategic Mitigation

### Mitigation package costed for 2018-2038

Priority	Theme	Measure	One off cost?	Annual cost	No. of years	Total cost for developer tariff calculations	Notes
Immediate - Year 1/2	Staff resources	Delivery officer		£45,000	19	£1,027,825	Salary costs include National Insurance (NI) and overheads* & 2% annual increments
		Equipment and uniform		(small ongoing cost)		£5,000	Bird Aware logo polo shirts, waterproof coats and rucksacks, plus binoculars for Rangers
	Year 2	1 ranger		£36,000	18	£770,843	Salary costs include NI and overheads* & 2% annual increments
	Year 2	1 ranger		£36,000	18	£770,843	Salary costs include NI and overheads* & 2% annual increments
		Staff training		£2,000	19	£38,000	£500 training for each staff member

Priority	Theme	Measure	One off cost?	Annual cost	No. of years	Total cost for developer tariff calculations	Notes
		Partnership Executive Group		(LPA £1,000)	19	£0	This would need to be an 'in kind' contribution from the Local Planning Authority (LPA) as this is a statutory requirement of the competent authorities. NB This is over and above the requirement for S106 monitoring.
		Administration & audit		(LPA £1,000)	19	£0	As above.
	Access	Audit of Signage including interpretation	£1,000			£1,000	Undertaken by Delivery officer/rangers but small budget for travel.
		New interpretation Boards	£48,600			£48,600	£2,700 per board, based on Heritage Lottery Fund guidance. Approx. nine boards, one per Site. Cost allows for one replacement in the plan period.
	Monitoring	Levels of new development				£0	No cost as undertaken as part of LPA work in Development Management and S106 or Infrastructure officers.

Priority	Theme	Measure	One off cost?	Annual cost	No. of years	Total cost for developer tariff calculations	Notes
		Recording implementation of mitigation and track locations and costs				£0	No cost as delivered as part of core work by delivery officer.
		Collation & mapping of key roosts and feeding areas outside the SPA	£10,000			£10,000	Initial dataset to be available to inform Rangers site visits.
		Visitor surveys at selected locations in summer (with questionnaires)	£15,000			£15,000	Focus on Dengie, Benfleet & Southend Marshes and Essex Estuaries saltmarsh; estimated cost £5,000/Habitats site. Liaise with Natural England & Essex County Council Public Rights of Way team regarding England Coast Path.
		Visitor numbers and recreational activities	£5,000 (£500 / Habitats site / year)			£5,000	Rangers, partner organisations, LPAs.
		Consented residential development within Zol.	£0 / Habitats site / year)			£0	S106 officers to Track financial contributions for each development for all LPAs; liaise with LPA contributions officers

Priority	Theme	Measure	One off cost?	Annual cost	No. of years	Total cost for developer tariff calculations	Notes
	Communication	Website set up for Day 1				£0	Essex Coast Bird Aware webpage set up costs £3k to be covered by LPAs.
		Walks and talks to clubs and estuary user groups				£0	Covered by salary costs for Delivery officer
		Promotional materials				£5,000	Use Bird Aware education packs, stationery, dog bag dispensers, car stickers etc.
Short to Medium term	Dog related	Set up/expand Dog project in line with Suffolk Coast & Heaths AONB "I'm a good dog" and Southend Responsible Dog Owner Campaign	£15,000			£15,000	Use Bird Aware design for leaflets & website text, liaison with specialist consultants (Dog focussed), liaison with dog owners, dog clubs & trainers.
	Water sports zonation		£10,000			£10,000	Approx. costs only to be refined when opportunity arises.

Priority	Theme	Measure	One off cost?	Annual cost	No. of years	Total cost for developer tariff calculations	Notes
Year 5	Staff resources	1 additional ranger		£36,000	13	£456,567	Salary costs include NI and overheads* & 2% annual increments.
		Staff to keep website & promotion on social media up to date		£1,000	19	£19,000	Update/refresh costs spread over the plan period and include dog and water borne recreation focussed pages on RAMS/Bird Aware Essex Coast website plus merchandise e.g. dog leads.
	Monitoring	Update visitor surveys at selected locations in summer (with questionnaires)	£45,000			£45,000	Estimated cost £5,000 / Habitats site/year for nine sites. Liaise with Natural England & Essex County Council Public Rights of Way team regarding England Coast Path and LPAs regarding budgets as some of the survey costs may be absorbed into the budget for the HRAs needed for Local Plans. This could reduce the amount of contributions secured via RAMS which could be used for alternative measures.

Priority	Theme	Measure	One off cost?	Annual cost	No. of years	Total cost for developer tariff calculations	Notes
		Signage and interpretation	£13,500			£13,500	£13,500 allows for 3 sets of discs - 3 designs, £1,500 each; e.g. paw prints in traffic light colours to show where no dogs are allowed, dogs on lead and dogs welcome. This may link with a timetable e.g. Southend with dog ban 1 <sup>st</sup> May to 30 <sup>th</sup> September.
	Water based bailiffs to enforce byelaws	Set up Water Ranger	£50,000	£120,000	15	£2,029,342	Costs need to include jet ski(s), salary & on costs, training and maintenance plus byelaws costs. Priority is recommended for at least 1 Ranger to visit locations with breeding SPA birds e.g. Colne Estuary, Hamford Water and other locations e.g. Southend to prevent damage during the summer. Explore shared use at different times of year e.g. winter use at other Habitats sites, given increased recreation predicted.
		Additional River Ranger where needed		£120,000	15	£2,029,342	
	Codes of conduct	For water sports, bait digging, para motors/power hang gliders & kayakers	£5,000			£5,000	Use Bird Aware resources with small budget for printing. Talks to clubs and promotion covered by Delivery officer and rangers

Priority	Theme	Measure	One off cost?	Annual cost	No. of years	Total cost for developer tariff calculations	Notes
	Habitat creation - Alternatives for birds project – and long term management	Work with landowners & EA to identify locations e.g. saltmarsh creation in key locations where it would provide benefits and work up projects	£500,000			£500,000	Approx. costs only to be refined when opportunity arises for identified locations in liaison with EA and landowners via Coastal Forum and Shoreline Management Plans.
	Ground nesting SPA bird project – fencing and surveillance costs - specifically for breeding Little Terns & Ringed Plovers	Work with landowners & partners to identify existing or new locations for fencing to protect breeding sites for Little Tern & Ringed Plover populations	£15,000			£15,000	Check with Royal Society for the Protection of Birds, Natural England & Essex Wildlife Trust when project is prioritised.
Longer term projects	Car park rationalisation	Work with landowners, Habitats site managers & partner organisations	£50,000			£50,000	Approx. costs only to be refined when opportunity arises

Priority	Theme	Measure	One off cost?	Annual cost	No. of years	Total cost for developer tariff calculations	Notes
	Monitoring	Birds monitoring for key roosts & breeding areas within and outside SPAs		£5,000	10	£50,000	Costs for trained volunteers; surveys every 2 years
		Vegetation monitoring		£5,000	4	£20,000	Costs for surveys every 5 years
Year 10, 15 & 20	Monitoring	Update visitor surveys at selected locations in summer (with questionnaires)	£45,000			£135,000	Estimated cost £5,000 / Habitats site. Liaise with Natural England & Essex County Council Public Rights of Way team regarding England Coast Path.
	Route diversions	Work with PROW on projects	£15,000			£15,000	Approx. costs only to be refined when opportunity arises.

\*Staffing costs and overheads have been based on similar projects to the RAMS and existing HRA Partnership Ranger provision elsewhere in the UK, including a review on travel time / mileage provided by Habitats Site managers.

**TOTAL MITIGATION PACKAGE COSTS**

**£8,104,862**

**+10% contingency**

**£810,486**

**TOTAL COST**

**£8,915,348**

## **Appendix 2: Essex Coast RAMS Guidelines for proposals for student accommodation**

### Introduction

A2.1 The Essex coast Recreational disturbance Avoidance and Mitigation Strategy (the “Essex coast RAMS”) aims to deliver the mitigation necessary to avoid significant adverse effects from in-combination impacts of residential development that is anticipated across Essex; thus, protecting the Habitats (European) sites on the Essex coast from adverse effects on site integrity. All new residential developments within the evidenced Zones of Influence where there is a net increase in dwelling numbers are included in the Essex Coast RAMS. The Essex Coast RAMS identifies a detailed programme of strategic mitigation measures which are to be funded by developer contributions from residential development schemes.

A2.2 This note includes guidance for proposals for student accommodation to help understand the contribution required. It has been agreed by the Essex Coast RAMS Steering Group. The purpose of this note is to ensure that a consistent approach is taken across Essex when dealing with proposals for student accommodation within the Zones of Influence of the Essex Coast RAMS.

### Student Accommodation

A2.3 In their letter to all Essex local planning authorities, dated 16 August 2018, Natural England included student accommodation as one of the development types that is covered by the Essex Coast RAMS.

A2.4 It would not be appropriate to expect the full RAMS tariff for each unit of student accommodation. This would not be a fair and proportionate contribution. Nevertheless, Natural England has advised that there needs to be a financial contribution towards the RAMS as there is likely to be a residual effect from student accommodation development even though it will only be people generated disturbance rather than dog related. Natural England has advised that the tariff could be on a proportionate basis. It may also be possible for the on-site green infrastructure provision to be proportionate to the level of impact likely to be generated by the student accommodation, particularly as one of the main reasons for having on site green infrastructure is to provide dog walking facilities, which wouldn't be needed for student accommodation. The general model for calculation, set out below, explains how to obtain a fair and proportionate contribution for student accommodation.

A2.5 In the first instance, 2.5 student accommodation units will be considered a unit of residential accommodation.

A2.6 Secondly, it is recognised that due to the characteristics of this kind of residential development, specifically the absence of car parking and the inability of those living in purpose built student accommodation to have pets, the level of disturbance created, and thus the increase in bird disturbance and associated bird mortality, will be less than for dwelling houses (use class C3 of the Use Classes Order a).

A2.7 Research from the Solent Disturbance Mitigation Project showed that 47% of activity which resulted in major flight events was specifically caused by dogs off a lead. As such, it is considered that level of impact from student accommodation would be half that of C3 housing and thus the scale of the mitigation package should also be half that of traditional housing.

*So, a scheme for 100 student accommodation units would be considered 40 units. 40 units would then be halved providing that future occupiers are prevented from owning a car and keeping a pet:*

$$\begin{aligned}100/2.5 &= 40 \\40/2 &= 20 \\20 \times \text{£}125.58^9 &= \text{£}2,511.60\end{aligned}$$

A2.8 Please note that the calculation outlined above is to be used as a guide. The level of contribution would also need to consider the proximity of the accommodation to the Habitats sites in question and the total number of units being built.

### Chelmsford City Council

A2.9 Proposals for student accommodation in Chelmsford will have a de minimis effect. Unlike Colchester and Southend, Chelmsford only has a small area of Habitats sites in the far south-eastern part of its administrative area. Purpose built student accommodation generally includes restrictions preventing students from owning a car or a pet. These restrictions will make it extremely unlikely that a student will visit a Habitats site, owing to the difficulty in accessing Essex coast Habitats sites from Chelmsford by public transport. Consequently, proposals for purpose-built student accommodation in Chelmsford will not lead to likely significant effects on Habitats sites from increased recreational disturbance. Therefore, for the avoidance of any doubt, the RAMS tariff does not apply to student accommodation in Chelmsford.

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<sup>9</sup> 2020/21 tariff



This publication is available in alternative formats including large print, audio and other languages.

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## **Adoption Statement**

### **Planning and Compulsory Purchase Act 2004 (as amended) Regulation 26 of the Town and Country Planning (Local Planning) (England) Regulations 2012**

#### **Essex Coastal Recreational disturbance Avoidance and Mitigation Strategy Supplementary Planning Document**

This adoption statement gives notice that Southend-on-Sea Borough Council (SBC) adopted its Essex Coastal Recreational disturbance Avoidance and Mitigation Strategy Supplementary Planning Document (RAMS SPD), in accordance with the above regulations, on [date] 2020.

The RAMS SPD focuses on the mitigation that is necessary to protect the wildlife of the Essex coast from the increased visitor pressure associated with new residential development in combination with other plans and projects, and how this mitigation will be funded. The RAMS SPD sets out the guidance to be followed in the determination of planning applications and formalises the arrangements for securing the developer contributions for new qualifying residential development.

The draft RAMS SPD was published for public consultation between 10 January 2020 and 21 February 2020 in accordance with Regulation 13 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). A number of modifications have been made to the RAMS SPD in response to the consultation and to ensure that the adopted SPD is up to date. The modifications include:

- A glossary and list of acronyms and a description of what they mean is now included at the beginning of the SPD;
- A clearer description of how overheads and other costs have been identified within the RAMS mitigation package;
- The first paragraph of the SPD will be amended to state 'birds and their habitats' rather than 'Wildlife' to make it clearer from the outset as to what type of wildlife the RAMS and the SPD is primarily seeking to protect;
- More recognition of the South East Marine Plan and the East Inshore and East Offshore Marine Plans which, when adopted, will become part of the statutory Development Plan for the relevant Councils
- An amendment to include reference to fishing / bait digging to paragraph 2.2 is proposed;
- Reference to the 'Outer Thames Estuary SPA' rather than the 'Thames Estuary SPA' is proposed;
- Previous maps replaced with higher resolution images;
- Additional clarification within Paragraph 3.7 making the SPD more explicit regarding proposals for single dwellings being subject to the RAMS tariff;
- More explanation of requirements of development proposals in regard to statutory HRA procedures and on-site mitigation, and that the specific effects the RAMS will mitigate in accordance with Regulation 122 of the CIL Regulations;
- More justification for the inclusion of C2 Residential Institutions and C2A Secure Residential Institutions as being liable for tariff payments;
- Inclusion of the National Planning Policy Framework (NPPF) within the 'useful links' section;
- Clarification that non-residential proposals are exempt from the tariff;
- Amendments to the map in Appendix 2 of the Essex Coast RAMS SPD SEA/HRA Screening Report be amended to reflect the Outer Thames SPA designation;
- Clarification on the requirements for project-level Habitat Regulations Assessment (HRA) and Appropriate Assessment (AA) of development proposals which will explore the hierarchy of avoidance and mitigation, and that the SPD is relevant to 'in-combination' recreational effects only;

- Clear explanation that the intention of Essex Coast RAMS mitigation is to enable the conclusion of no adverse effect on the integrity of the international designated sites;
- Removal, from the relevant map in the SPD and RAMS Strategy, all areas of Suffolk from the Zone of Influence;
- Clearer explanation of the relationship between the effects of a population increase resulting from net new dwelling increases;
- Clarification that ways of paying the tariff contributions varies between partner Councils;
- Reference to the governance arrangements for the RAMS including the Project Board and Essex Coastal Forum;
- Clarification that the RAMS monitoring framework will be agreed on appointment of the project Delivery Officer; and
- Clarification the RAMs tariff does not apply to student accommodation in Chelmsford.

More details on the modification made to the SPD can be found in the 'You Said, We Did' Feedback Report available at [\[insert link\]](#).

In accordance with Regulation 14 of the 2012 Regulations the RAMS SPD and this Adoption Statement have been made available to view on the Council's website at [\[insert\]](#). Paper copies will be made available as soon as practicable once the following locations are re-opened. Please note that some of the following locations are currently closed, in line with the latest government advice regarding Coronavirus, and normal opening hours of these locations may be subject to change once they reopen. You are advised to check the weblinks below to see the latest status regarding opening hours.

Southend Borough Council offices, Monday to Friday between 8.45am and 5.15pm, by appointment (please contact [debeeskinner@southend.gov.uk](mailto:debeeskinner@southend.gov.uk) or 01702 215408),

All Southend-on-Sea libraries (please contact each directly for latest opening restrictions).

For latest opening restrictions due to COVID-19 please visit [\[web\]](#).

If any person is aggrieved by the Essex Coastal Recreational disturbance Avoidance and Mitigation Strategy Supplementary Planning Document then they may make an application to the High Court under Section 113 of the Planning and Compulsory Purchase Act 2004 on the grounds that the document is not within the appropriate power and / or a procedural requirement has not been complied with. Any such application must be made promptly, and in any event, no later than [\[date\]](#) (6 weeks after the date of adoption specified above).

Please note this statement provides notification of adoption only and does not represent a further stage of consultation.

For further information please contact the Planning Policy team on 01702 215004 or email [planningpolicy@southend.gov.uk](mailto:planningpolicy@southend.gov.uk)

A copy of this Adoption Statement will be sent to all parties who have asked to be notified of the adoption of the RAMS SPD.



Essex Coast Recreational disturbance  
Avoidance and Mitigation Strategy (RAMS)  
Supplementary Planning Document (SPD)

**Strategic Environmental Assessment (SEA) &  
Habitats Regulations Assessment (HRA)  
Screening Report – June 2020**





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# 1. Introduction

## 1.1 The Purpose of this Report

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This Screening Report is an assessment of whether or not the contents of the Essex Coast Recreational disturbance Avoidance and Mitigation Strategy (the 'RAMS') Supplementary Planning Document (SPD) require a Strategic Environmental Assessment (SEA) in accordance with the European Directive 2001/42/ EC and associated Environmental Assessment of Plans and Programmes Regulations. A SEA is required if a SPD is deemed to have a likely significant effect on the environment.

This report will also discuss whether the SPD requires a Habitats Regulations Assessment (HRA) in accordance with Article 6(3) and (4) of the EU Habitats Directive and with Regulation 61 of the Conservation of Habitats and Species Regulations 2017. A HRA is required when it is deemed that likely significant effects may occur on protected Habitats (European) Sites (Natura 2000 sites) as a result of the implementation of a plan or project. Please note that this screening report takes account of the legal ruling *People over Wind, Peter Sweetman v Coillte Teoranta*.

This SEA/HRA screening report is based on the SPD which is being consulted upon and the report itself will be subject to statutory consultation.

## 1.2 The Essex Coast RAMS Planning Context

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### 1.2.1 The duties of Local Planning Authorities (LPAs)

LPAs have the duty, by virtue of being defined as 'competent authorities' under the Habitats Regulations, to ensure that planning application decisions comply with the Habitats Regulations. If the requirements of the Habitats Regulations are not met and impacts on Habitats sites are not mitigated, then development must not be permitted.

Where a Habitats site could be affected by a plan, such as a Local Plan, or any project, such as a new hospital/housing/retail development, then Habitats Regulations Assessment (HRA) screening must be undertaken. If this cannot rule out any possible likely significant effect either alone or in combination on the Habitats site prior to the implementation of mitigation, then an Appropriate Assessment (AA) must be undertaken. The AA identifies the interest features of the site (such as birds, plants or coastal habitats), how they could be harmed, assesses whether the proposed plan or project could have an adverse effect on the integrity of the Habitats site (either alone or in combination), and finally how this could be mitigated.

### 1.2.2 Growth in Essex and the need for strategic mitigation

The majority of the HRAs produced by Essex LPAs as part of the production of their respective Local or Strategic Plans identified that the level of planned housing growth may lead to disturbance of birds in coastal Habitats (European) sites within and beyond each individual LPA boundary.

The published Habitats Regulations Assessments (HRAs) for the 12 relevant LPAs within Essex



have identified recreational disturbance as an issue for all of the Essex coastal Special Protection Areas (SPAs), Special Areas of Conservation (SACs) and Ramsars (wetland sites designated to be of international importance under the Ramsar Convention)<sup>1</sup>. These LPAs are:

The 12 LPAs which are partners in and responsible for the delivery of the RAMS are listed below:

- Basildon Borough Council
- Braintree District Council
- Brentwood Borough Council
- Castle Point Borough Council
- Chelmsford City Council
- Colchester Borough Council
- Maldon District Council
- Rochford District Council
- Southend Borough Council
- Tendring District Council
- Thurrock Borough Council
- Uttlesford District Council

Mitigation measures have been identified in the HRA (screening and/or Appropriate Assessments) for many of the above LPAs' Local Plans; either adopted or emerging. There are similarities in the mitigation measures proposed, reflecting the identification of 'in-combination' effects resulting from planned and un-planned growth across all of the LPA areas. In recognition of this, Natural England recommended a strategic approach to mitigation along the Essex coast.

Furthermore, each Habitats site or complex of sites in England has a Site Improvement Plan (SIP), developed by Natural England and recreational disturbance is identified as an issue for all ten of the Habitats sites considered in this strategy.

Mitigation measures are therefore necessary to avoid these likely significant effects in-combination with other plans and projects on the integrity of the Habitats sites. Mitigation at this scale, and across a number of LPAs, is best tackled strategically and through a partnership approach. This ensures maximum effectiveness of conservation outcomes and cost efficiency.

Some housing schemes, particularly those located close to a Habitats site boundary or large-scale developments, may need to provide mitigation measures to avoid likely significant effects from the development alone, in addition to the mitigation required in-combination and secured for delivery through the RAMS. This would need to be assessed and, where appropriate, mitigated through a separate project level Habitats Regulations Assessment (HRA) (including AA where necessary). The local planning authority, in consultation with Natural England, would advise on applicable cases.

Other housing schemes, particularly again those located close to a Habitat site boundary or large-scale developments, may need to provide mitigation measures to address site-specific impacts over and above the mitigation required through the RAMS. This would also be assessed and, where appropriate, mitigated through the project level Habitats Regulations Assessment (HRA). The local planning authority, in consultation with Natural England, would advise on these cases.

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<sup>1</sup> The Habitats Sites to which this SPD applies are: Essex Estuaries SAC; Stour and Orwell Estuaries SPA and Ramsar; Hamford Water SPA and Ramsar; Colne Estuary SPA and Ramsar; Blackwater Estuary SPA and Ramsar; Dengie SPA and Ramsar; Crouch and Roach Estuaries SPA and Ramsar; Foulness Estuary SPA and Ramsar; Benfleet and Southend Marshes SPA and Ramsar; and Thames Estuary and Marshes SPA and Ramsar.



## 1.2.3 Summaries of the RAMS and the SPD

### 1.2.3.1 The RAMS

The Essex coast RAMS aims to deliver the mitigation necessary to enable the conclusion of 'no adverse 'in-combination' effects' to be made of residential development that is anticipated across Essex; thus protecting the integrity of Habitats sites on the Essex coast. The RAMS identifies a detailed programme of strategic mitigation measures which would be funded by contributions from residential development schemes. This strategic approach has the following advantages:

- It is endorsed by Natural England and has been used to protect other Habitats sites across England;
- It is pragmatic: a simple and effective way of protecting and enhancing the internationally important wildlife of the Essex coast and will help to reduce the time taken to reach planning decisions;
- It provides an evidence based and fair mechanism to fund the mitigation measures required as a result of the planned residential growth; and
- It provides developers, agents and planning authorities with a comprehensive, consistent and efficient way to ensure that appropriate mitigation for residential schemes within the Zone of Influence is provided in an effective and timely manner.

The RAMS approach seeks to mitigate the additional recreational pressure in a way that ensures that those responsible for it pay to mitigate it at a level consistent with the level of potential harm. It also obeys the 'precautionary principle'. Existing visitor pressure at Habitats sites would be mitigated through alternative means and any pressure that would arise from different types of development would be addressed through the project-level HRA.

### 1.2.3.2 The SPD

The SPD applies to new residential dwellings that will be built in the Zone of Influence (Zol) of the Habitats sites. Residential development will need to include a mitigation package which would incorporate a contribution to the RAMS to mitigate the 'in-combination' effects. This is secured through a tariff for all developments where there is a net increase in dwelling numbers, regardless of size. This would include, for example, the conversion of existing large townhouses into smaller flats, or the change of use of other buildings to dwellings. It excludes replacement dwellings (where there is no net gain in dwelling numbers) and extensions to existing dwellings including residential annexes.

In order to arrive at a per dwelling contribution figure, the strategic mitigation package cost was divided by the total number of dwellings which will be built in the Zol over the Local Plan periods until 2038. This includes dwellings which have not received Full/Reserved matters consent. Any houses already consented in the Plan period are not included in this calculation. The SPD proposes that applicants secure this mitigation through a direct payment or a Section 106 agreement and the tariff per dwelling is £125.58 (as of 2020-21).



## 2. Legislative Background

### 2.1 Strategic Environmental Assessment (SEA)

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Directive 2001/42/EC of the European Parliament and of the Council of 27 June 2001 on the assessment of the effects of certain plans and programmes on the environment states that,

*'Environmental assessment is an important tool for integrating environmental considerations into the preparation and adoption of certain plans and programmes which are likely to have significant effects on the environment.'*

*(10) All plans and programmes which are prepared for a number of sectors and which set a framework for future development consent of projects listed in Annexes I and II to Council Directive 85/337/EEC of 27 June 1985 on the assessment of the effects of certain public and private projects on the environment(7), and all plans and programmes which have been determined to require assessment pursuant to Council Directive 92/43/EEC of 21 May 1992 on the conservation of natural habitats and of wild flora and fauna(8), are likely to have significant effects on the environment, and should as a rule be made subject to systematic environmental assessment. When they determine the use of small areas at local level or are minor modifications to the above plans or programmes, they should be assessed only where Member States determine that they are likely to have significant effects on the environment.'*

*(11) Other plans and programmes which set the framework for future development consent of projects may not have significant effects on the environment in all cases and should be assessed only where Member States determine that they are likely to have such effects.'*

SEA incorporates the requirements of the Environmental Assessment of Plans and Programmes Regulations 2004 (commonly referred to as the 'Strategic Environmental Assessment Regulations'), which implement the requirements of the European Directive 2001/42/EC (the 'Strategic Environmental Assessment Directive') on the assessment of the effects of certain plans and programmes on the environment.

The SPD may influence frameworks for future development, or become ancillary to those plans and programmes that do set such a framework, and as such it has been determined that the principle of the SPD should be screened for the necessary application of the SEA Directive.

The Report from the Commission to The Council, The European Parliament, The European Economic and Social Committee and the Committee of the Regions states, on the application and effectiveness of the Directive on Strategic Environmental Assessment (Directive 2001/42/EC), that

*'the following P&P, and modifications to them, are covered when prepared and/or adopted by an authority[2] and required pursuant to legislative, regulatory or administrative provisions:*

- P&P prepared for certain sectors and which set the framework for future development consent in respect of projects under the Environmental Impact Assessment-EIA-Directive.*
- P&P requiring an assessment under the Habitats Directive (92/43/EEC).*
- P&P setting the framework for development consent in respect of projects (not limited to those listed in the EIA Directive; see above) and determined by "screening" as being likely to have significant environmental effects.'*



This report represents this screening process in regard to the content and influence of the SPD.

## 2.2 Habitats Regulations Assessment (HRA)

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Under the provisions of the EU Habitats Directive and translated into English law by the Habitats Regulations (*The Conservation of Habitats and Species (Amendment) Regulations 2017*), a competent authority must carry out an assessment of whether a plan or project will significantly affect the integrity of any European Site (also referred to as Habitats Sites in the National Planning Policy Framework), in terms of impacting the site's conservation objectives. The assessment of effects is carried out through an "appropriate assessment (AA)".

HRA is a screening assessment of the impacts of a land use proposal against the conservation objectives of Habitats (European) sites, in order to identify whether effects are likely so as to require a full appropriate assessment. Specifically, it is to ascertain whether or not a proposal (either alone or in combination with other proposals) would potentially damage the internationally designated features of that site. European sites are also known as Natura 2000 sites. A brief explanation of Habitats sites is offered below.

Plans, including SPDs, should be screened for effects as set out above. The SPD and the RAMS have been developed in accordance with the findings and recommendations of numerous AAs undertaken by the 12 LPAs as the competent authorities. This report discusses the implications of the SPD in regard to the procedural need for HRA (screening).

## 3. SEA Screening

### 3.1 When is SEA Required?

SEA is a tool used at the *plan-making stage* to assess the likely effects of the plan when judged against reasonable alternatives.

SEA for an SPD alone can be required, but usually only in exceptional situations. This is usually only applicable to SPDs which themselves could cause significant environmental effects that have not been previously considered.

Planning Practice Guidance – Strategic environmental assessment and sustainability appraisal (Paragraph: 008 Reference ID: 11-008-20140306) states that,

*‘Supplementary planning documents do not require a sustainability appraisal but may in exceptional circumstances require a strategic environmental assessment if they are likely to have significant environmental effects that have not already been assessed during the preparation of the Local Plan.*

*A strategic environmental assessment is unlikely to be required where a supplementary planning document deals only with a small area at a local level (see regulation 5(6) of the Environmental Assessment of Plans and Programmes Regulations 2004), unless it is considered that there are likely to be significant environmental effects.’*

Articles 2 and 3 of the SEA Directive set out the circumstances in which an SEA is required. Table 1 sets out the assessment of whether the SPD will require a full SEA.

**Table 1: Exploring whether the Principle of the SPD would warrant SEA**

Q	Criteria	Response	Outcome	Commentary
1	Is the Plan subject to preparation and/or adoption by a national, regional or local authority OR prepared by an authority for adoption through legislative procedure by Parliament or Government	Yes	Go to question 2	The SPD has been subject to preparation and/or adoption by a national, regional or local authority.
2	Is the Plan required by legislative, regulatory or administrative provision <sup>2</sup>	Yes	Go to question 3	The SPD would be considered as falling within the category of an ‘administrative provision’.

<sup>2</sup> Typical characteristics of "administrative provisions" are that they are publicly available, prepared in a formal way, probably involving consultation with interested parties. The administrative provision must have sufficient formality such

Q	Criteria	Response	Outcome	Commentary
		No	DOES NOT REQUIRE SEA	
3	Is the Plan prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use AND does it set a framework for future development consent of projects in Annexes I and II to the EIA Directive?	Yes to both criteria	Go to question 5	The SPD has been prepared for town and country planning and contributes to wider frameworks for future development consent.
		No to either criteria	Go to question 4	
4	Will the Plan, in view of its likely effect on sites, require an assessment under Article 6 or 7 of the Habitats Directive?	Yes	Go to question 5	The Plan's likely effect on sites and requirement for an assessment under Article 6 or 7 of the Habitats Directive is explored in Section 4 of this Report.
		No	Go to question 6	
5	Does the Plan determine the use of small areas at local level, OR is it a minor modification of a Plan likely to require assessment under the Habitats Directive?	Yes to either criteria	Go to question 8	The SPD can be considered to affect the determination of the use of small areas at the local level commensurate to its status in determining planning applications in the 12 LPA areas.
		No to both criteria	Go to question 7	
6	Does the Plan set the framework for future development consent of projects (not just projects in the Annexes of the EIA Directive)?	Yes	Go to question 8	The SPD has been prepared for town and country planning and contributes to wider frameworks for future development consent.
		No	DOES NOT REQUIRE SEA	
7	Is the Plans sole purpose to serve national defence or civil emergency, OR is it a financial or budget Plan, OR is it co-financed by structural funds or EAGGF programmes 2000 to 2006/7	Yes to any criteria	DOES NOT REQUIRE SEA	The SPD does not serve a purpose related to national defence or civil emergency, a financial or budget Plan. The SPD is not co-financed by structural funds or EAGGF programmes 2000 to 2006/7.
		No to all criteria	REQUIRES SEA	
8		Yes	REQUIRES SEA	Likely significant effects are explored in more detail in

that it counts as a "provision" and it must also use language that plainly requires rather than just encourages a Plan to be prepared.



Q	Criteria	Response	Outcome	Commentary
	Is it likely to have a significant effect on the environment?	No	DOES NOT REQUIRE SEA	Section 3.2 of this Screening Report. The 'conclusions' section of the Report outlines whether the SPD requires SEA or not due to having a significant effect on the environment.

The following section looks at the identified effects of the SPD in line with the criteria for assessing effects as per Article 3(5) of Directive 2001/42/EC (the SEA Directive). Crucially, it will determine whether there are any likely significant effects on the environment.

## 3.2 Likely Significant Effects on the Environment resulting from the SPD

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The following assessment will consider the likelihood of the SPD (at the time of writing) to have significant effects on the environment. The table below will explore the likelihood of effects on the following required themes, as included within Annex I of the SEA Directive (2001/42/EC):

- Biodiversity;
- Population;
- Human health;
- Fauna;
- Flora;
- Soil;
- Water;
- Air;
- Climatic factors;
- Material assets;
- Cultural heritage including architectural and archaeological heritage;
- Landscape; and
- The interrelationship between the above factors.

**Table 2: Assessment of Likely Significant Effects on the Environment**

Criteria for determining the likely significance of effects (Annex II SEA Directive)	Likelihood and summary of significant effects
<p>The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources.</p>	<p>The purpose of the SPD focuses on the mitigation that is necessary to protect the wildlife of the Essex coast from the increased visitor pressure associated with new residential housing development in combination with other plans and project, and how this mitigation will be funded.</p> <p>The level of planned growth within the Zol is outlined in the 12 LPAs' Local Plans (adopted or emerging) within those plan periods. These Local Plans have all been subject to SA and HRA mandatorily, which explores the environmental effects of growth in LPA areas and the land-use allocations with those Plans.</p> <p>The degree to which the SPD sets a framework for projects is therefore relatively low; the SPD relates to the level of developer contributions being sought for strategic mitigation and how and when applicants should make contributions to provide the mitigation needed as a result of growth within the Zol across the 12 LPA areas.</p>
<p>The degree to which the plan or programme influences other plans or programmes including those in a hierarchy.</p>	<p>Adopted and emerging Local Plans will set the requirements of development in the 12 LPA areas. The SPD provides greater detail and clarity on the level of developer contributions being sought for strategic mitigation and how and when applicants should make contributions, but is not a standalone document and must be read in conjunction with other Local Plan policies. The degree to which the SPD influences other programmes is therefore moderate.</p>
<p>The relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development.</p>	<p>The primary aim of the SPD is to ensure that sustainable outcomes can be forthcoming in the form of the provision of strategic mitigation for recreational disturbance on Habitats sites related to the Essex coast.</p> <p>The RAMS provides developers, agents and planning authorities with a comprehensive, consistent and efficient way to ensure that appropriate mitigation for residential schemes within the Zol is provided in an effective and timely manner. The SPD provides greater detail and clarity on the level of developer contributions being sought for strategic mitigation and how and when applicants should make contributions. In short, the SPD sets out how each LPA will deliver the RAMS through the planning process. The SPD is therefore relevant to the integration of environmental considerations in particular with a view to promoting sustainable development.</p>
<p>Environmental problems relevant to the plan.</p>	<p>The SPD relates to a large area covering much of the 12 LPA areas across Essex and the content serves to address environmental issues. The policy content of adopted and emerging Local Plans will additionally apply to forthcoming development proposals which</p>

Criteria for determining the likely significance of effects (Annex II SEA Directive)	Likelihood and summary of significant effects
	<p>include numerous thematic policies related to environmental protection. All Local Plan policies have been subject to Sustainability Appraisal within the context of the preparation of Local Plans at the individual LPA level, as well as HRA/AA that also incorporates in-combination effects. This Screening Report focuses on those (direct / indirect) environmental problems or sources of potential problems relevant to the SPD specifically, as identified within HRA/AAs and the RAMS document:</p> <ul style="list-style-type: none"> <li>• Most of the Essex coast is designated under the UK Conservation of Habitats and Species Regulations 2017 (the 'Habitats Regulations') as part of the European Natura 2000 network a series of these sites across Europe.</li> <li>• The Essex coast also provides opportunities for recreation. Housing and consequent population growth in Essex is likely to increase the number of visitors to these sensitive coastal areas, creating the potential for impacts from increased recreational disturbance of the birds (both breeding and overwintering) and their habitats, unless adequately managed.</li> <li>• The 12 LPAs are aiming to deliver approximately 80,000 new homes in the next 20 years according to growth set out in current and emerging Local Plans. This will potentially result in around 190,000 new residents in this area between 2018 and 2038 (based on a 2.4 person per household average household occupancy).</li> <li>• Recreational pressure adds to the stresses of defending a territory, laying eggs and rearing chicks, and overwintering which means that SPA birds are often more vulnerable, and although effects are all-year-round, levels of public access to breeding areas can rise in the summer months.</li> <li>• The Habitats sites in Essex relevant to the RAMS (and SPD) are:             <ul style="list-style-type: none"> <li>- Essex Estuaries SAC</li> <li>- Hamford Water SAC, SPA and Ramsar</li> <li>- Stour and Orwell Estuaries SPA and Ramsar</li> <li>- Colne Estuary SPA and Ramsar</li> <li>- Blackwater Estuary SPA and Ramsar</li> <li>- Dengie SPA and Ramsar</li> <li>- Crouch and Roach Estuaries SPA and Ramsar</li> <li>- Foulness Estuary SPA and Ramsar</li> <li>- Benfleet and Southend Marshes SPA and Ramsar</li> <li>- Thames Estuary and marshes SPA and Ramsar</li> </ul> </li> </ul>

Criteria for determining the likely significance of effects (Annex II SEA Directive)	Likelihood and summary of significant effects
	<ul style="list-style-type: none"> <li>• Key breeding roosts are known on particular estuaries/shorelines and in specific locations where habitat and conditions enable territories to become established. Discussion with the Royal Society for the Protection of Birds (RSPB) on data available on key bird roost locations which are sensitive to disturbance has identified 20 key sites.</li> <li>• Walkers and dogs as well as other recreational activities can have a major impact on not just UK breeding birds but overwintering birds of far higher numbers during a vulnerable time when they are already at risk of cold and starvation.</li> <li>• Functionally Linked Land (FLL) also needs to be protected from disturbance e.g. key areas of farmland and grassland for Brent geese.</li> </ul> <p>The RAMS identifies the following potential for disturbance of birds (by increased visitor access), for each of the Habitats sites:</p> <p><u>Stour Estuary SPA &amp; Ramsar</u></p> <ul style="list-style-type: none"> <li>• Percentage of mudflat within 60m of the shore are mostly quite low, though WeBS<sup>3</sup> sector at Mistley relatively high suggesting shoreline access here has potential to affect a high proportion of open mud feeding areas.</li> <li>• Shoreline near Manningtree and Harwich has high levels of local housing suggesting access levels could be potentially high at access points creating hotspots for recreation.</li> <li>• There are paths all along southern shore but high path densities around the eastern and western ends, suggesting more current access around Harwich and Manningtree.</li> </ul> <p><u>Hamford Water SAC, SPA and Ramsar</u></p> <ul style="list-style-type: none"> <li>• Garnham Island and Horsey Island have highest average percentage values from WeBS for Hamford Water, suggesting these areas are particularly important.</li> <li>• Large and important gull colonies.</li> <li>• Breeding Little Tern and Ringed Plover at a range of beaches around the site.</li> <li>• Percentage of mudflat within 60m of the shore for WeBS sectors near Walton and Great Oakley relatively high, suggesting shoreline access in these areas has potential to affect a high proportion of open mud feeding areas.</li> <li>• Some of the shoreline near the south-east of the site is identified as having no access and also has some higher values for local housing, suggesting high numbers of local residents within 'visiting' range.</li> </ul>

<sup>3</sup> WeBs: 'Wetland Bird Survey'



Criteria for determining the likely significance of effects (Annex II SEA Directive)	Likelihood and summary of significant effects
	<p><u>Colne Estuary SPA and Ramsar (including Essex Estuaries SAC)</u></p> <ul style="list-style-type: none"> <li>Percentage of mudflat within 60m of the shore values are moderate, suggesting a relatively high proportion of mudflat is close to shoreline areas.</li> <li>Western shoreline and to some extent northern parts with little or no paths (including large area owned by MOD).</li> <li>Development at Robinson Road will impact site.</li> </ul> <p><u>Dengie SPA and Ramsar</u></p> <ul style="list-style-type: none"> <li>All WeBS sectors with relatively high average percentages suggesting relatively high importance across site.</li> <li>Very little existing paths.</li> <li>No parking identified.</li> </ul> <p><u>Blackwater Estuary SPA and Ramsar</u></p> <ul style="list-style-type: none"> <li>Gull colony and breeding Ringed Plovers on Peewit Island</li> <li>Important concentration of breeding birds around Old Hall Marshes.</li> <li>Sectors near Maldon coast, Mayland and St Lawrence have relatively high percentages of mudflat within 60m of the shore, indicating access in these areas has potential to affect higher proportion of open mudflat.</li> <li>Weighted housing values are high around Maldon suggesting higher levels of access here.</li> <li>RSPB Old Hall Marshes shown to be particularly important from average WeBS values.</li> </ul> <p><u>Crouch and Roach Estuaries SPA and Ramsar</u></p> <ul style="list-style-type: none"> <li>Central part of site has highest average WeBS values.</li> <li>WeBS sectors around Wallasea have relatively high percentage of mudflat within 60m of the shore, indicating access in these areas has potential to affect higher proportion of open mudflat.</li> <li>High weighted housing values for South Woodham Ferrers, Hullbridge and around Burnham on Crouch, suggesting access levels higher in these areas.</li> <li>Some parts of north shore seem to have limited or little paths.</li> </ul> <p><u>Foulness SPA and Ramsar</u></p> <ul style="list-style-type: none"> <li>Central part of site has highest average WeBS values.</li> <li>WeBS sectors around Wallasea have relatively high percentage of mudflat within 60m of the shore, indicating</li> </ul>



Criteria for determining the likely significance of effects (Annex II SEA Directive)	Likelihood and summary of significant effects
	<p>access in these areas has potential to affect higher proportion of open mudflat.</p> <ul style="list-style-type: none"> <li>• High weighted housing values for South Woodham Ferrers, Hullbridge and around Burnham on Crouch, suggesting access levels higher in these areas.</li> <li>• Path network variable, with some areas with high density of paths (suggesting good current access provision and use), particularly around the settlements and for much of shoreline continuous routes. Some parts of north shore seem to have limited or little paths</li> </ul> <p><u>Benfleet and Southend Marshes SPA and Ramsar</u></p> <ul style="list-style-type: none"> <li>• North side of Canvey Island has highest average WeBS values.</li> <li>• Very high path density around most of shoreline particularly at Southend which experiences over 7 million day visitors a year to its tourist facilities centred on the coast which displaces local residents.</li> <li>• Weighted housing values all high, particularly around north side of Canvey, suggesting these areas have high levels of current access.</li> <li>• Car-parking relatively evenly spread around shore</li> </ul> <p><u>Thames Estuary &amp; Marshes SPA and Ramsar</u></p> <ul style="list-style-type: none"> <li>• No variation in average WeBS values and all moderately high.</li> <li>• WeBS sector near Thurrock has high percentage of mudflat within 60m of the shore, suggesting little mudflat is away from shoreline areas.</li> <li>• Relatively low path density for whole area.</li> <li>• Limited parking.</li> </ul> <p>Other more general disturbance includes:</p> <ul style="list-style-type: none"> <li>• Motorbike, horseriding and fishing.</li> <li>• Community walk disturbance.</li> <li>• Unauthorised access.</li> <li>• Illegal off-roading.</li> <li>• Boat-landing.</li> <li>• Vehicles damaging saltmarsh.</li> <li>• Trampling of saltmarsh.</li> <li>• High access if Country Park location.</li> <li>• Access damaging important habitat.</li> </ul>

Criteria for determining the likely significance of effects (Annex II SEA Directive)		Likelihood and summary of significant effects
		<ul style="list-style-type: none"> <li>Dog-walking.</li> </ul>
	The relevance of the plan or programme for the implementation of Community legislation on the environment (e.g. plans and programmes linked to waste management or water protection).	The content of the SPD is not in conflict with those relevant planning documents within the wider district and county area related to waste management or water protection.
	The probability, duration, frequency and reversibility of the effects on the following factors:	The following impacts have been identified within this Screening Assessment:
Sustainability Theme	- Biodiversity	<p>The RAMS and the SPD have been devised in order to ensure strategic mitigation required from recreational disturbance on Habitats sites is suitable and can be delivered. The need for mitigation has been identified from the HRA / AA work done for the 12 LPAs Local Plans, is reflective of growth numbers and this work has included the assessment of in-combination effects.</p> <p>It is important to acknowledge that the SPD and the RAMS are focused solely on recreational impacts on the Essex coast Habitats sites. Section 3.4 of the RAMS states that, <i>'the Essex Coast RAMS Strategy does not provide:</i></p> <ul style="list-style-type: none"> <li><i>A mechanism to deliver mitigation for recreational impacts from individual residential developments <u>alone</u>; this must be provided on/near the development site;</i></li> <li><i>A mechanism for measures necessary to avoid likely significant effects from non-recreational impacts e.g. air or water quality, identified through project level HRAs prepared for individual planning application;</i></li> <li><i>Any mitigation needed to reduce or avoid existing impacts from recreational or other activities identified by Natural England in the SIPs for each Habitats site along the Essex coast.'</i></li> </ul> <p>The SPD specifically has not been identified as having any effects on biodiversity, in so far as it responds to a need to provide a planning context to the RAMS in the form of a tariff per net increase of residential dwellings. The RAMS in itself exists to ensure no effects related to recreational disturbance are experienced on Habitats sites within Local Plan periods.</p>
	- Population	Strategic mitigation in the forms espoused in the RAMS are unlikely to offer any wider benefits to new and existing communities, however negative effects can be expected to be avoided at the non-strategic



Criteria for determining the likely significance of effects (Annex II SEA Directive)	Likelihood and summary of significant effects
	<p>level through localised recreation and open space provision to serve new development. The SPD in itself will not have any effects related to population as it provides a mechanism for which the RAMS can be implemented.</p>
<p>- Human health</p>	<p>Strategic mitigation in the forms espoused in the RAMS are unlikely to offer any wider benefits regarding human health, however negative effects can be expected to be neutralised at the non-strategic level through localised recreation and open space provision to serve new development. The SPD in itself will not have any effects related to human health as it provides a mechanism for which the RAMS can be implemented.</p>
<p>- Fauna</p>	<p>The primary aim of the RAMS is to seek strategic mitigation regarding recreational disturbance on Habitats sites emanating from increased growth in the 12 LPA areas. Habitats sites relate to SPAs and SACs, which are both designated for wild fauna, and also Ramsar sites which are wetlands of international importance and provide habitats for wild birds. Strategic mitigation as identified within the RAMS ensures that a significant step is being taken to protect fauna and ensure no likely significant effects will be experienced. The SPD in itself will not have any effects related to fauna as it provides a mechanism for which the RAMS can be implemented.</p>
<p>- Flora</p>	<p>The primary aim of the RAMS is to seek strategic mitigation regarding recreational disturbance on Habitats sites emanating from increased growth in the 12 LPA areas. Habitats sites relate to SACs, which are designated for wild fauna and flora, and also SPAs and Ramsar sites which are designated for wild birds and wetlands of international importance. Strategic mitigation as identified within the RAMS ensures that a significant step is being taken to protect flora (either directly or as habitats for fauna) and ensure no likely significant effects will be experienced. The SPD in itself will not have any effects related to flora as it provides a mechanism for which the RAMS can be implemented.</p>
<p>- Soil</p>	<p>The SPD in itself will not have any effects related to soil quality or the loss of the best and most versatile agricultural land as it provides a mechanism for which the RAMS can be implemented.</p>
<p>- Water</p>	<p>The RAMS is related to recreational disturbance only, and does not regard any mitigation that might be needed regarding water quality that may have a significant effect on Habitats sites as a result of development within the ZoI.</p> <p>All development within the ZoI will still be required to undergo the process of project-level HRA to determine other effects (such as</p>

Criteria for determining the likely significance of effects (Annex II SEA Directive)	Likelihood and summary of significant effects
- Air	<p>regarding water quality) on Habitats sites. These effects are outside the scope of the RAMS and the SPD. The SPD in itself will not have any effects related to water as it provides a mechanism for which the RAMS can be implemented.</p> <p>The RAMS is related to recreational disturbance only, and does not regard any mitigation that might be needed regarding air quality that may have a significant effect on Habitats sites as a result of development within the Zol.</p> <p>All development within Zols will still be required to undergo the process of project-level HRA to determine other effects (such as regarding air quality) on Habitats sites. These effects are outside the scope of the RAMS and the SPD. The SPD in itself will not have any effects related to air quality as it provides a mechanism for which the RAMS can be implemented.</p>
- Climatic factors	<p>The SPD in itself will not have any effects related to climatic factors as it only relates to a mechanism for which the RAMS can be implemented.</p>
- Material assets <sup>4</sup>	<p>The RAMS is not considered to have any negative implications regarding material assets, as there is no identified need for any built development as a result of the mitigation proposals (water recreation restrictions, access restrictions and new 'Ranger' provision in key locations). The SPD in itself will not have any effects related to material assets as it only relates to a mechanism for which the RAMS can be implemented.</p>
- Cultural heritage	<p>The RAMS is not considered to have any negative implications regarding cultural heritage, as there is no identified need for any built development as a result of the mitigation proposals (water recreation restrictions, access restrictions and new 'Ranger' provision in key locations). The SPD in itself will not have any effects related to cultural heritage as it only relates to a mechanism for which the RAMS can be implemented.</p>
- Landscape	<p>The RAMS is not considered to have any negative implications regarding landscape, as there is no identified need for any built development as a result of the mitigation proposals (water recreation restrictions, access restrictions and new 'Ranger' provision in key locations). The SPD in itself will not have any effects related to</p>

<sup>4</sup> Examples of 'material assets' include: *built assets* such as infrastructure and housing; and *natural assets* such as minerals, watercourses supporting natural drainage and flood prevention processes, forestry and woodland.



Criteria for determining the likely significance of effects (Annex II SEA Directive)	Likelihood and summary of significant effects
	landscape as it only relates to a mechanism for which the RAMS can be implemented.
The cumulative nature of the effects against the (above) Sustainability Themes.	In line with the above considerations that explore the possible individual effects of the Plan's content, no significant cumulative effects are considered to be likely to warrant the requirement for the application of the SEA Directive and the formulation of a SEA Environmental Report.
The trans-boundary nature of the effects.	Relevant to the scope of the RAMS and SPD regarding recreational impacts on Habitats sites, the nature of strategic mitigation responds directly to addressing possible trans-boundary effects, as identified in the Local Plan AAs of the 12 LPAs. Regarding other environmental considerations, as addressed above, no significant trans-boundary effects are considered to be likely to warrant the requirement for the application of the SEA Directive and the formulation of a SEA Environmental Report.
The risks to human health or the environment (e.g. due to accidents).	There is limited risk to human health or the environment as a result of the RAMS mitigation proposals which are unlikely to give rise to any accidents that can be considered to have a significant risk to human health or the environment. The SPD in itself will not have any effects related to accidents as it only relates to a mechanism for which the RAMS can be implemented.
The magnitude spatial extent of the effects (geographical area and size of the population likely to be affected).	The RAMS relates to a large area however seeks positive outcomes on Habitats sites as a result of planned growth. The SPD in itself will not have any effects related to any environmental themes as outlined above as it only relates to a mechanism for which the RAMS can be implemented. As such, no significant effects are identified within this Screening Report.
The value and vulnerability of the area likely to be affected due to: <ul style="list-style-type: none"> <li>• special natural characteristics or cultural heritage</li> <li>• exceeded environmental quality standards</li> <li>• intensive land use</li> </ul>	As highlighted above in the screening of the SPD per sustainability theme, the SPD has been assessed as having no potential for significant effects that would warrant further assessment through SEA.
The effects on areas or landscapes which have a recognised national,	The RAMS is not considered to have any negative implications regarding landscape, as there is no identified need for any built development as a result of the mitigation proposals (water recreation



<b>Criteria for determining the likely significance of effects (Annex II SEA Directive)</b>	<b>Likelihood and summary of significant effects</b>
community or international protection status.	restrictions, access restrictions and new 'Ranger' provision in key locations). The SPD in itself will not have any effects related to landscape as it only relates to a mechanism for which the RAMS can be implemented.



## 4. HRA Screening

### 4.1 Introduction

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Under the provisions of the EU Habitats Directive and translated into English law by the Habitats Regulations (The Conservation of Habitats and Species (Amendment) Regulations 2017), a competent authority must carry out an assessment of whether a *plan or project* will significantly affect the integrity of any European Site, in terms of impacting the site's conservation objectives.

Habitats Regulations Assessment (HRA) as required by Regulation 63 of The Conservation of Habitats and Species Regulations 2017. Regulation 63 states that,

63.—(1) A competent authority, before deciding to undertake, or give any consent, permission or other authorisation for, a plan or project which—

*(a) is likely to have a significant effect on a European site or a European offshore marine site (either alone or in combination with other plans or projects), and*

*(b) is not directly connected with or necessary to the management of that site,*

*must make an appropriate assessment of the implications of the plan or project for that site in view of that site's conservation objectives.*

HRA is the first stage of the process and involves a screening assessment of the impacts of a land use proposal against the conservation objectives of Habitats (European) sites to establish whether likely significant effects would arise. Specifically, it is to ascertain whether or not a proposal (either alone or in combination with other proposals) would potentially damage the internationally designated features of that site. Habitats (European) sites are also known as Natura 2000 sites and are made up of Special Protection Areas (SPAs), Special Areas of Conservation (SACs) and Ramsar sites.

#### 4.1.1 Explanation of SPAs, SACs and Ramsar sites

##### **Special Protection Areas (SPAs)**

SPAs are areas which have been identified as being of international importance for the breeding, feeding, wintering or the migration of rare and vulnerable species of birds found within EU countries. Example: Stour and Orwell Estuaries is internationally important for wintering waterfowl. *Legislation: EU Birds Directive.*

##### **Special Areas of Conservation (SACs)**

SACs are areas designated to protect habitat types that are in danger of disappearance, have a small natural range, or are highly characteristic of the region; and to protect species that are endangered, vulnerable, rare, or endemic. Example: Essex Estuaries SAC has Atlantic salt meadows, mudflats and sandflats. *Legislation: EU Habitats Directive.*

##### **Wetlands of International Importance (Ramsar Sites)**



Ramsar Sites are designated to protect the biological and physical features of wetlands, especially for waterfowl habitats. For example, Colne Estuary (Mid-Essex Coast Phase 2) Ramsar site is important due to the extent and diversity of saltmarsh and the site supports 12 species of nationally scarce plants and at least 38 Red Data Book invertebrate species. Ramsar sites often overlap with SACs and SPAs and UK planning policy determines that they should be accorded the same importance when developments are proposed. *Legislation: Ramsar Convention (1971) – Wetlands of International Importance.*

## 4.2 Consideration of whether the SPD requires HRA Screening

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The SPD focuses on the mitigation that is necessary to enable the conclusion of no adverse effect on the integrity of the Habitats sites on the Essex coast arising from recreational disturbance, and how this mitigation will be funded. It accompanies the strategic approach to mitigation which is set out in the Essex Coast Recreational disturbance Avoidance and Mitigation Strategy (the 'RAMS'). The RAMS provides a mechanism for Local Planning Authorities (LPAs) to comply with their responsibilities to protect habitats and species in accordance with the UK Conservation of Habitats and Species Regulations 2017 (the 'Habitats Regulations').

The published Habitats Regulations Assessments (HRAs) for the relevant emerging Local Plans have identified recreational disturbance as an issue for all of the Essex coastal SPAs, SACs and Ramsar sites. Mitigation measures have been identified in the HRAs (screening and/or Appropriate Assessments) for many of the Local Plans. There are similarities in the mitigation measures proposed, reflecting the identification of 'in-combination' effects resulting from planned and unplanned growth in LPA areas. In recognition of this, Natural England recommended a strategic approach to mitigation along the Essex coast.

It is important to note that the role of the SPD is to provide a framework to assist the implementation of the RAMS and in turn allow the recommendations of the HRA/AAs to be incorporated into Local Plans and ensure their soundness. Neither the RAMS nor the SPD allocates land for development; the RAMS' proposed mitigation options regard water recreation restrictions and restricted access to the coast in some locations, as well as the provision of new Rangers. In consideration of this, and of themselves, the RAMS and the SPD can not have any negative effects.

It is further important to acknowledge that the RAMS and SPD will not take the place of the duties of the Essex Authorities under the Habitats Regulations and Habitats Directive. In particular, it will not replace screening or appropriate assessment which will still be required of new development proposals within the Zol. Some housing schemes, particularly those located close to a Habitats site boundary or large-scale developments may need to provide mitigation measures to avoid likely significant effects from the development alone, in addition to the mitigation required in-combination and secured for delivery through the RAMS. This would need to be assessed and, where appropriate, mitigated through a separate project-level HRA (including AA where necessary). The LPAs, in consultation with Natural England, would advise on applicable cases.

The RAMS and SPD do not relate to other effects on Habitats sites, such as land take by development, impacts on protected species outside the protected sites, and water quantity and quality. Instead, the scope of the RAMS and SPD:

- a) establish an in-principle decision that certain types of development within the Zol of the Essex Coast RAMS will be likely to have a significant effect on the Habitats sites within



scope,

- b) establish that without mitigation those types of development will give rise to recreational pressure which will adversely affect the integrity of the Habitats Site/s in question,
- c) provide for a strategy which will provide for the mitigation measures necessary to prevent those impacts, and
- d) set out a tariff regime which will apportion the costs of those measures according to the amount of development proposed.

As a result, and in consideration of its emergence in ensuring that HRA outcomes and AA recommendations are forthcoming, the screening of the SPD in regards to HRA is not considered to be needed.



## 5. Conclusions

### 5.1 Strategic Environmental Assessment (SEA) Screening

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The SPD has been prepared for town and country planning purposes. Planning Practice Guidance – Strategic environmental assessment and sustainability appraisal (Paragraph: 008 Reference ID: 11-008-20140306) states that,

*‘Supplementary planning documents do not require a sustainability appraisal but may in exceptional circumstances require a strategic environmental assessment if they are likely to have significant environmental effects that have not already have been assessed during the preparation of the Local Plan.*

*A strategic environmental assessment is unlikely to be required where a supplementary planning document deals only with a small area at a local level (see regulation 5(6) of the Environmental Assessment of Plans and Programmes Regulations 2004), unless it is considered that there are likely to be significant environmental effects.’*

This Screening Report determines that there would be no significant effects on the environment resulting from the SPD. The SPD is solely focused on strategic mitigation as espoused in the RAMS, and sets out a tariff regime which will apportion the costs of those measures according to the amount of development proposed. No development is proposed in either the RAMS or the SPD that could give rise to environmental effects.

The SPD can therefore be **screened out** for its requirement of Strategic Environmental Assessment in line with the requirements of Directive 2001/42/EC.

### 5.2 Habitats Regulations Assessment (HRA)

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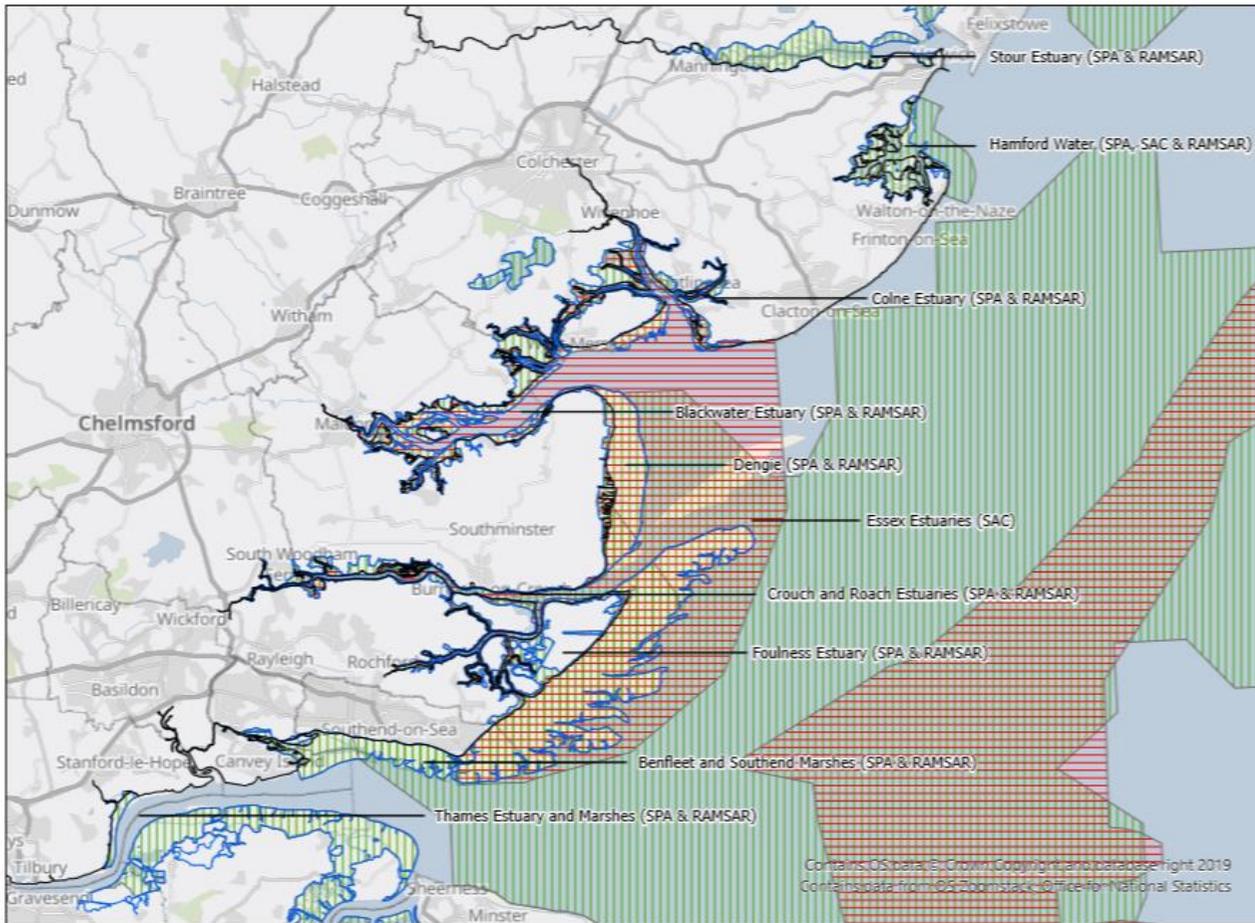
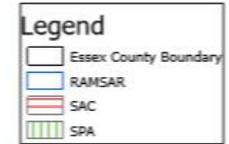
The role of the draft SPD is to provide a framework to assist the implementation of the RAMS and in turn allow the recommendations of the HRA/AAs to be incorporated into Local Plans and ensure their soundness. Neither the RAMS nor the SPD allocates land for development; the RAMS’ proposed mitigation options regard water recreation restrictions and restricted access to the coast in some locations, as well as the provision of new Rangers. In consideration of this, and of themselves, the RAMS and the SPD can not have any negative effects.

The requirement for the SPD to undertake further assessment under the Habitats Regulations 2017 is therefore not considered necessary and as a result can be **screened out**.



# Appendix 1: Habitats (European) sites covered by the RAMS

## Habitats (European) sites covered by the Essex Coast RAMS

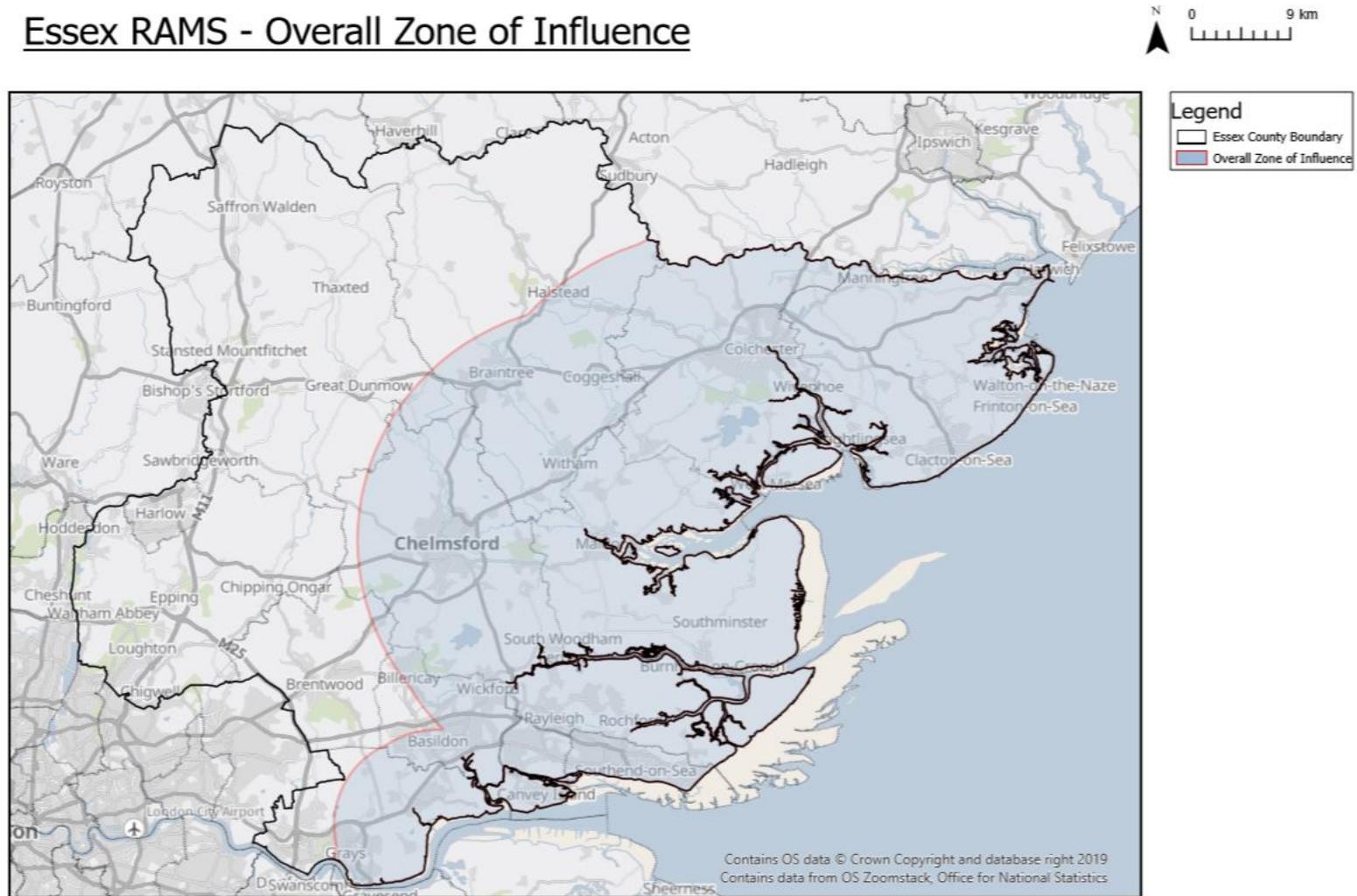


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Contains data from OS, Ordnance Survey, Office for National Statistics



## Appendix 2: Broad illustration of the Zone of Influence for the RAMS

### Essex RAMS - Overall Zone of Influence





# Appendix 3: Consultation Comments

## A3.1 Consultation with Statutory Consultees

A five-week consultation on a draft version of the Essex Coast RAMS SPD SEA / HRA Screening Report was undertaken with the statutory consultees of the Environment Agency, Historic England and Natural England in October – November 2019, as required by the SEA regulations.

The comments from this consultation, and the actions undertaken in response within this Screening Report, are outlined in the following table.

**Table 3: Consultation comments from the statutory consultees and resulting actions**

Consultee	Comments	Actions
Environment Agency	There is reference to recreational activities having impact on breeding birds in SPAs but nothing on impacts to overwintering birds. Research on the Stour and Orwell estuaries SPA and elsewhere in the UK has shown that walkers and dogs as well as other recreational activities can have a major impact on not just UK breeding birds but overwintering birds of far higher numbers during a vulnerable time when they are already at risk of cold and starvation. If proposed mitigation gives the impression that the breeding season is the main risk time this could unwittingly cause a relaxation in attitude during the winter when there is 'nothing there out in the middle of nowhere on the mud' and letting dogs run free (a major problem close to mudflats in winter) and other recreational activities could actually make the problem worse at this critical time. In this case any ill-informed and incomplete mitigation could perversely exacerbate the situation and cause a significant effect on the over wintering waders and wildfowl.	The mitigation package of the RAMS includes provisions for overwintering birds. This was erroneously not included within this SEA / HRA Screening Report and has been inserted as an 'environmental problem relevant to the plan' in Table 2 of this report. This Screening Report focuses on the SPD itself, which predominantly sets out the funding mechanism to pay for the mitigation of the RAMS. As such, the SPD screens out the need for the full application of SEA. The RAMS itself has been derived from the AAs of multiple LPAs in producing their Local Plans, and all-year-round effects regarding recreational impacts are covered in that document.
	The document includes an appraisal of WEBs counts along existing paths on SPAs & SACs and discussion of vulnerable areas of disturbance from existing paths but by the time the	The mitigation package (the RAMS), states that, 'The Essex Coast RAMS Strategy does not provide Mitigation for the England Coast Path (ECP). This is a Natural England project, which aims to



Consultee	Comments	Actions
	<p>residents have moved into these new houses in the ZOI there will be a wider network of public paths near the shore with the new England Coast Path. This appears to be an obvious omission that has not been considered and will need to be assessed during the mitigation planning.</p>	<p>create a new National Trail around the entirety of England’s coast. For each section of the ECP, Natural England undertakes an “Access and Sensitive Features Appraisal” (ASFA) which contains a bespoke HRA to mitigate for the effects of the Coast Path.’ The ECP can therefore be expected to mitigate its own effects, per stretch, and it is not reasonable for the Essex Coast RAMS (and SPD) to seek the mitigation of effects not relevant to Local Plan growth in the 12 LPA areas.</p>
<p>Natural England</p>	<p>As agreed with the Steering Group, Natural England’s comments on this SEA / HRA Screening Report will follow in due course as part of the wider consultation on the SPD itself.</p>	
<p>Historic England</p>	<p>Did not respond.</p>	<p>N/A</p>





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June 2020



Essex County Council

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# **Southend-on-Sea Borough Council**

**Report of Executive Director Neighbourhoods and Environment**

**To**

**Cabinet**

**On**

15 September 2020

Report prepared by: Sharon Harrington, Head of Traffic Management &  
Highways Network

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## **Parking Review 2020 – Enabling Projects**

Place Scrutiny Committee

Cabinet Member: Councillor Ron Woodley

Deputy Leader (Cabinet Member for Transport, Capital & Inward Investment)

Part 1 (Public Agenda Item)

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

- 1.1 This Report follows the Parking Review 2020 report approved by Cabinet in June 2020 and the adoption of a new Traffic & Parking Policy Statement at Cabinet in July 2020.
- 1.2 It sets out the enabling projects, required to deliver the wider aspirations as set out in the Traffic & Parking Policy Statement, particularly the Administrative Zones, Permit Parking Concessions and Digitisation of services.
- 1.3 It also sets out the financial commitments required to deliver the overall Parking Review 2020 project, within the timescales described in this Report and as required by Cabinet.
- 1.4 This Report also sets out the investment required to support a trial period of a new parking concession for Residents, the Southend Pass.
- 1.5 Finally, this Report sets out a recommendation for extending the parking recovery concessions, agreed by Cabinet in June 2020.

## 2. Recommendations

2.1 It is recommended that Cabinet approves the:

a) Parking Administrative Zones (Section 4)

As described in this Report and on the attached plan, to introduce Administrative Zones which will be used to deliver future projects such as a review of Fees & Charges, Permits and the types of regulations (parking restrictions) which will be brought forward to meet the local need. To be delivered by April 2021.

b) Permit Review (Section 5)

To undertake a wider review of parking concessions, based on the core permit types as described in this Report, ensuring they remain fit for purpose. To be delivered by April 2021.

c) Southend Pass Trial (Section 6)

To deliver aspirations for a trial period of a new parking concession for residents, enabling pass holders to park for free in certain areas of the Borough, as described in this Report. The Trial period is to commence in April 2021.

That Cabinet note that the trial period will be used to monitor the overall impact of the Southend Pass and an evaluation of the trial scheme on a quarterly basis by the Executive Director Neighbourhoods and Environment in consultation with the Executive Director Finance & Resources and the Cabinet Member for Transport, Capital and Inward investment. This could result in further recommendations coming back to Cabinet to make changes to the scheme during the trial period.

Cabinet also to note that a final comprehensive evaluation report on the Southend Pass will be brought back to Cabinet following the conclusion of the trial period.

d) Service Digitisation (Section 7)

To deliver on the wider Council digitisation programme, in respect of the Parking Service, including transition to digital, rather than paper parking permits, and improvements to the way in which parking permits and paid for parking sessions are administered.

e) Traffic Regulation Order Review (Section 8)

To undertake a review of the TRO database, ensuring it is fit for purpose and helps improve accessibility to public documents.

f) Discounted parking offer

It is further recommended that the Council extends the discounted parking offer of a free hour of parking, once one hour has been purchased, valid in all off street car parks. This was intended to expire in September 2020 but it is now proposed to be extended until 31 March 2021.

That Cabinet note that the temporary relaxation of enforcement in car parks after 16:00 each day, will expire on 30<sup>th</sup> September 2020, as originally approved in June 2020.

- 2.2 Cabinet are also requested to approve the use of up to £635,000 from the Business Transformation Reserve to support the proposals set out in this report. This includes a £180,000 revenue contribution to the Capital Investment Programme to fund the replacement of signage project. Further details are outlined in Section 13 of the report.
- 2.3 Cabinet are also asked to refer, for Council approval, the addition of £180,000 to the Capital Investment Programme for the replacement of signage project.

### **3. Background**

- 3.1 The Parking Review 2020 is an ambitious project, designed to ensure the Service is fit for purpose and delivers on the aspirations set out in the Traffic & Parking Policy Statement, and wider Council policies and strategies.
- 3.2 The Traffic & Parking Policy Statement sets out the interim direction for the Service, in anticipation of a full Parking Strategy, to be delivered once the longer-term impacts of COVID-19 are known.
- 3.3 This report sets out the range of enabling projects that are required for delivery of future aspirations, as set out in the Policy Statement.

### **4. Administrative Zones**

- 4.1 In 2019, the Council commissioned a review of parking within the Borough, particularly focusing on options for creating new administrative zones, and considering approaches to charging.
- 4.2 A copy of the draft consultant's report is attached at Appendix 1 to this Report.
- 4.3 The Council currently operates 26 charging schemes, including permit, and paid for parking. These schemes are further divided by differing days and times of operation, in some areas with seasonal variations.
- 4.4 With so many variations, the Councils ability to introduce more innovative charging and concession schemes, is limited. The Administration have a clear aspiration to deliver concessions to residents, support local businesses and improve air quality; and making the permit application process much more customer friendly.
- 4.5 The introduction of Administrative Zones as described in this report, will enable the Council to develop and design operating standards to meet the needs of wide areas, without losing the localised focus required to properly balance the needs of road users.

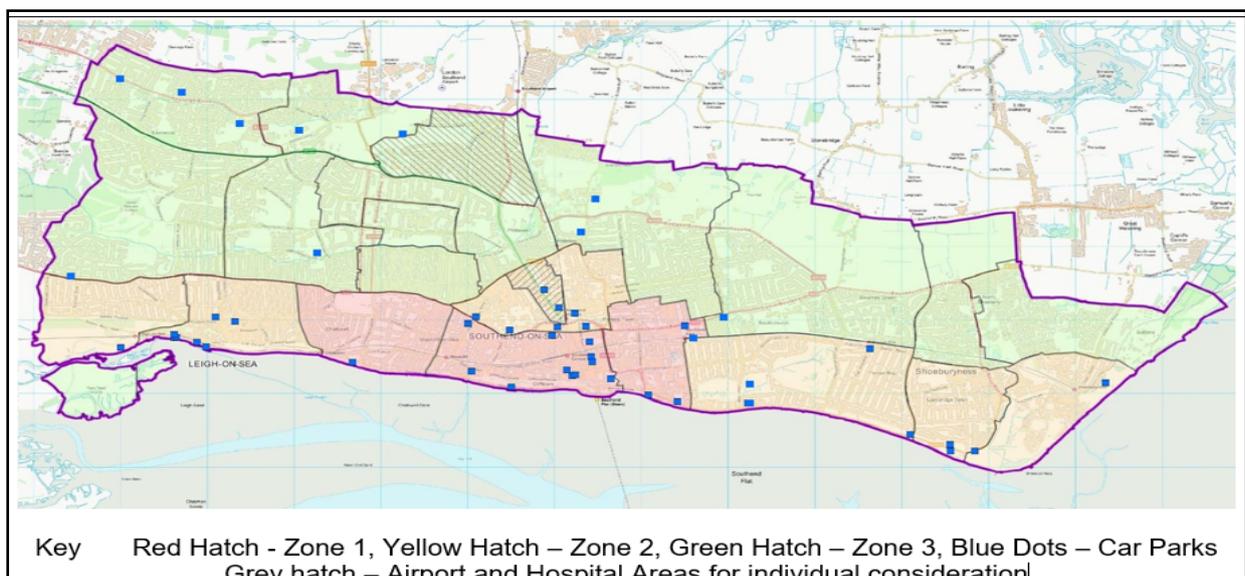
#### 4.6 Proposed Administrative Zones

4.7 The Administrative Zones will be used to deliver the following service improvements:

- a) Zone based charging, whereby parking charges can be set to cater for the local need, rather than a one size fits all approach
- b) Differential operating times for restrictions, for example in a residential area, timing the restrictions to ensure residents returning from work in the early evening are properly catered for
- c) Managing concessions offered through permits, this could be areas where a high turnover of short stay parking is required to support businesses, therefore use of long stay permits would be a detriment
- d) Managing parking pressures with the introduction of shared space where appropriate
- e) Ability to signpost to areas of the borough that are under utilised
- f) Implement schemes that support the use of the asset and are fair and consistent with the zone in which they fall
- g) Ability to manage what permit types can use various zones
- h) Ability to understand what a new scheme will include when it is proposed, to reduce implementation time

4.8 Moving forward, consideration could be given to introducing levies and discounts on paid parking to incentivise transition to lower emission vehicles or cashless parking. In 'tourist' areas, this would be directed towards visitors, but in residential areas, the Council could decide to offer discounts instead.

4.9 The following map shows the new Administrative Zones proposed for the Borough, where possible, these utilise the main road network to provide natural boundaries and further extend the opportunity to reduce signag clutter.



#### 4.10 Zone 1

4.11 The Town Centre and central section of the seafront are areas of the highest demand, and where capacity is split between competing road users, primarily visitor and business, with some requirement for residential capacity.

4.12 The primary parking regulations will include paid for parking, with some areas reserved for residents only. A further review will be conducted to ensure resident capacity is properly utilised, and where possible consider introducing 'shared use' parking instead.

4.13 With so many competing demands, and different parking regulations, this area would retain individual parking bays and signage to ensure the message is clear to road users.

#### 4.14 Zone 2

4.15 Zone 2 is primarily residential but is at risk of significant displacement from Zone 1 and includes some major employment sites, putting the residents, at a disadvantage against commuters.

4.16 As restrictions in this area will be mainly Permit Parking Areas with no-waiting restrictions, this will be considered for zone-based signage and where appropriate, 'shared use' parking bays will be considered, supporting access to retail and public services.

#### 4.17 Zone 3

4.18 Almost entirely residential, it is unlikely large areas of parking regulation will be required, except for large employment sites.

4.19 Any existing or new Permit Parking Areas will be considered for zone-based signage as the provision will be almost entirely designed to protect residents.

#### 4.20 Zone 4

4.21 The Hospital and Airport Zones, along with any future schemes around large employment sites, required to protect residents, will be identified as Zone 4, these areas are likely to be impacted at all times, whereas the majority of other Zones will only require restrictions during the daytime.

#### 4.22 Delivery

4.23 The Administrative Zones are primarily for administration purposes only and will not be visible on street. Where parking regulations will be different depending on the zone, for example in Permit Parking Areas, these Administrative Zones will be referenced on the signage to ensure the driver is clear on which rules are in force.

- 4.24 The use of ‘zone codes’ will be rationalised to ensure they are consistent and clear – any Residents Parking Schemes or Permit Parking Areas will have a clear code which references the Administrative and individual zone they reside within.
- 4.25 To ensure best value, any changes to existing schemes will, where possible, be undertaken alongside any other works in that area.
- 4.26 Benchmarking
- 4.27 The Service continues to work closely with other Local Authorities and industry bodies, including the British Parking Association to ensure the approaches brought forward are representative of the wider industry, tailored to the specific needs of Southend-on-Sea.
- 4.28 With many competing demands, this approach to zoning the Borough aims to prioritise the needs of road users in smaller chunks, enabling the Council to be more responsive to local pressures.

## 5. Permit Review

- 5.1 The Council currently offers 60 permit variations; it is proposed that these will be revised to ‘core’ permit types as shown below.

<b>Proposed Permit Type</b>	<b>Intended use</b>
Resident	Inclusive of all resident permit parking areas.
Southend Pass	Concessionary pass to allow parking in agreed locations borough-wide to support residents.
Resident – Visitor Scratch Card	All visitor scratch card or temporary home carer concessions will be delivered here.
Business / Trader	Where businesses operate within a resident permit parking area or other controlled area such as a pedestrian zone, these permits will be issued, often time limited to avoid incentivising commuting over public transport.
Season Ticket – Car Parks	Any Customer; potentially aimed at commuters and regular workers within the borough
Carers Permit	Issued to residents who require essential home visits by a doctor, district nurse, similar healthcare professional carers
Operational Permit	Healthcare workers and Corporate Carers SBC employees and contractors working on behalf of SBC that need to visit sites across

	the borough. Paid for by employer (cost code for internal, online payment for contractors)
Seafront	Permits for those who own properties or assets on the seafront who require regular access

- 5.2 The new permits will be rationalised based firstly on the Administrative Zone, as described above, then on the concession offered. In future projects, the Council will then have the ability to impose zone specific restrictions, for example in Zone 1, the Town Centre and Seafront, the ability of Staff Permit Holders to park could be time or location limited, or removed altogether.
- 5.3 Once the core permit types are approved, the Council will undertake a full review of the existing concessions and bring forward recommendations for a new set of Terms & Conditions for each, along with a revised pricing and eligibility criteria.
- 5.4 Any changes will be subject to sufficient consultation and engagement with affected groups, before consideration by Cabinet for approval. It is anticipated this will be brought back to Cabinet in November 2020.
- 5.5 It is anticipated the concessions offered to staff and current or past Elected Members will require significant consultation and engagement, therefore these proposals will be brought forward separately in 2021.
- 5.6 It is expected that over the course of the review all permits will transition to a digital service by April 2021.

## **6. Southend Pass**

- 6.1 The Southend Pass is an experimental pilot initiative that is hoped will be both attractive to local car users and also provide some extra stimulus for local retail, hospitality and leisure outlets to help support the area as part of the economic recovery from the pandemic.
- 6.2 The proposal is to introduce a new parking permit, which will enable users to park for up to three hours in any single location, in any on street pay and display, or off-street car park.
- 6.3 This new initiative does contain several risks, uncertainties and opportunities that will need to be carefully assessed and evaluated as part of the trial and this will form part of the quarterly review.
- 6.4 It is hoped that the introduction of a Southend Pass would have the following positive impacts:
- a) Support local businesses by incentivising residents to utilise local retail, leisure and service offerings, over out of borough shopping centres and other leisure destinations.

- b) Provide a reasonable discount offer to residents of Southend who could be at a disadvantage to visitors when attempting to 'stay local'.
- 6.5 With a pilot scheme of this size and scale the financial implications will vary significantly depending upon the take up of the offer presented and the ways in which the pass is utilised by the holders.
- 6.6 Several assumptions have been used to help quantify the estimated financial impact of the pass.
- a) That the current cost of a 3-hour parking session is on average £2.30 across the Borough. There are varying parking charges across Council operated on and off-street parking offers but the £2.30 price point has been used as the base parking fee for this time period. If the majority of uses of the pass are in areas where a 3-hour stay is priced higher than £2.30 this will increase the financial risk of the proposal.
  - b) That the pass will be used on average 4 times per month.
  - c) That there is parking provision for up to 3-hour session in any single zone within a 24-hour period, further 3-hour sessions can be made in any other zone. For clarity, the intention would be that a driver can park for up to one 3-hour session in Zone 1 and then up to a further 3 hours in any other Zone, within a single 24-hour period. Southend Pass holders cannot use the pass multiple times within any single zone, within a 24-hour period.
  - d) That the introductory offer price of this pass is £8.50 per month inclusive of VAT. The Council will continue to explore the VAT status and treatment of the pass with HMRC.
  - e) The pass cannot be used in a resident parking area nor to replace a resident permit.
  - f) That the pass is applicable for both off and on street parking.
  - g) That the period of the Southend Pass is for a 12-month pilot trial from 1 April 2021 to 31 March 2022 to fully assess the usage and financial impact of the proposal. Quarterly reviews will also be undertaken with the appropriate Executive Directors and Portfolio Holder.
- 6.7 Based upon the above range of assumptions, it is estimated that the financial exposure on the parking income budget over the 12 month pilot period of potentially less parking income than the Southend pass income generated in that period could be in the region £125,000. This is based upon a 10% of eligible pass take up from the 82,000 registered vehicles in Southend-on-Sea. (Although applications will also be considered from other boroughs in future).
- 6.8 There is a high degree of volatility and uncertainty over these assumptions as the financial impact increases the more residents take up the offer, but the highest element of volatility rests on the regularity of the use of the pass. Given

the nature of this innovative initiative and with no previous information to base the assumptions on, it is also proposed to create a further risk allocation of £150,000 to support the scheme if required during the trial period.

- 6.9 A quarterly review of the usage data and financial impact on the parking income budget will be undertaken to gain an understanding and an assessment of the behaviours of pass holders. This will be used to ascertain if the assumptions need to be revisited during the pilot period. Should improvements to the scheme be required, these may be brought forward during the trial period, in order that the impact can be monitored, reviewed and reported on.
- 6.10 Pass usage and resident take up will be the key indicators to consider during the quarterly reviews due to the seasonal nature of parking use in the town and to establish if the coronavirus pandemic has had a longer term impact on parking use.
- 6.11 The potential impact on the parking income budget will also be monitored monthly as part of the regular budget monitoring arrangements to assess the required drawdown from the Business Transformation Reserve to support this pilot proposal. A total sum of £275,000 is being set aside for this purpose.
- 6.12 More detailed information on the Southend Pass can be found in Appendix 2.
- 6.13 Discounted Parking Offer
- 6.14 At Cabinet in June 2020 a decision was taken to allow customers to buy one hour of parking and get an additional hour for free. This was originally valid in all off street car parks until 30<sup>th</sup> September 2020.
- 6.16 In GasWorks and Fairheads Green Car Parks customers are required to purchase two hours of parking, before being eligible for the additional free hour.
- 6.17 Extending this concession to 31 March 2021 will support the recovery from COVID-19, and dovetail with the aspiration to deliver the replacement concession, the Southend Pass.
- 6.18 Cabinet also agreed to limit enforcement operations and reduce the charging operational times to 4pm each day, only in off street car parks. These arrangements will expire as planned on 30<sup>th</sup> September 2020 and enforcement charging and operations will return to normal.
- 6.19 Based on the original assumptions of the revenue implications of these proposals, it is estimated the impact could be a further £180,000. However, some extra income could be generated to offset this by customers choosing to stay longer and visit more frequently.

## **7 Service Digitisation**

- 7.1 Supporting the wider Council objective to digitise services where possible and appropriate, the Council will develop a new digital application and renewal process. Permits will be 'virtual', reducing printing costs and making tasks such as changing a vehicle registration number, simpler and faster. The service will always ensure there is support for our vulnerable residents who do not have access to a virtual platform.
- 7.2 To protect vulnerable groups, the Council will retain the ability to apply using a paper form, or by visiting a Council office.
- 7.3 It is likely the new digital permits will be processed using the Mobon pay by phone app already used by the Council, providing a single point of contact for customers to manage their parking.
- 7.4 Work is still ongoing to develop this proposal, however it is anticipated we will be in a position to deliver this early in 2021.

## **8 Traffic Regulation Order Review**

- 8.1. A Traffic Regulation Order is the legal instrument used by the Council to introduce any parking or movement regulations on the public highway or Council operated Car Parks. The Road Traffic Regulation Act 1984, and associated Regulations provide the legislative framework and direct how and when regulations can be implemented.
- 8.2. These Orders also enable the Council to introduce charges for parking, for example permit parking areas or pay and display.
- 8.3. Any parking or moving traffic enforcement undertaken by the Council is subject to these Orders. Where Police enforce contraventions of road traffic rules, for example speed limits other than 30mph, these Orders are used to issue a Fixed Penalty Notice or as part of the prosecution.
- 8.4. To keep up with changing industry standards, reduce operating costs and make these Orders more accessible to the public, a new digitisation project will be undertaken.
- 8.5. Moving to 'map based' TRO's will reduce the cost of advertising and introducing new Orders, and improve the information presented to the public as part of statutory consultations.
- 8.6. Ensuring the enforcement operation is fair and transparent, a digital service will help drivers who have received a Penalty Charge Notice understand the contravention and submit an appeal if they believe it has been wrongly or improperly issued.
- 8.7 Additional Benefits

- 8.8 As this new digital service is brought forward, it will be expanded to include wider service functions, to supplement the MySouthend mobile phone application and website, with functions to include; -
- Updates on Roadworks and Emergency Road Closures
  - Consultations on new proposed Traffic Regulation Orders
  - Enhance the ongoing DFT Grant Funded digitisation project to; -
    - Enhance real time information, insight, and network management, improving travel time, which is key for freight and export sectors
    - Enhance journey planning, promoting access for tourists, shoppers, and visitors
    - Active network management, maximising existing capacity, access to services, housing, and key economic zones
    - Real time monitoring for predictive analytics, actively managing the network to improve air quality
    - Linking data across multiple modes.

## 9 Project Funding

- 9.1. To date, the Council has already engaged x1 FTE and x1 PTE consultant and project manager to lead the delivery of all elements of Parking Review 2020, and to support the wider service throughout the reorganisation. It is anticipated the project programme will dovetail into this reorganisation, ensuring the new team structures are delivered at the same time as significant policy and process changes.
- 9.2. To ensure the project is fully financed from inception to completed, and to deliver within the parameters approved by Cabinet in earlier Reports, the following funds are required.

Item	Funding Required
Consultancy Costs (Revenue)	£90,000
Signage Replacement (Capital)	£180,000
TRO Advertising (legal costs) (Revenue)	£20,000
Consultation & Engagement (Revenue)	£10,000
Surveys & Analysis (Revenue)	£60,000
<b>Total</b>	<b>£360,000</b>

- 9.3. Consultancy costs include resources required to deliver the Traffic Regulation Orders (TROs) digitisation, and to ensure continuity of service during the restructure. Should contingencies be required, these consultants' will be positioned to ensure core services, such as temporary and emergency TRO's can be delivered whilst the permanent resources are put in place.

- 9.4. As the reorganisation takes shape, the Consultants will lead on training and supporting the new team structures in implementing the new policies and procedures.
- 9.5. It is estimated more than 4,000 signs will be replaced through the life of this project. Where possible, sign plates will be combined, or removed altogether to reduce signage clutter in the Borough. Including a 20% contingency for damaged or lost posts or columns, which will not be quantifiable until survey works are completed.
- 9.6. Costs associated with advertisement of Traffic Regulation Orders will be significantly reduced following successful completion of this project, specifically costs associated with advertising space in local newspapers. These funds are requested to deliver a new 'consolidation Order', bringing together all existing restrictions into a single, digital or map-based Order.
- 9.7. Consultation and engagement are key to the successful delivery of this project. It is anticipated a majority of this will be delivered using the new Consultation Strategy, using the online portal, this contingency is proposed for any printed material that may be required, particularly to support those who do not have access or are unable to a computer.
- 9.8. Changes to Controlled Parking Zones and other parking regulations require on street stress surveys and analysis which cannot be undertaken using consultations or assumed data. In early 2020, some initial surveys around the Hospital and Railway Station were abandoned due to COVID-19, these will be incorporated into the Parking Review 2020, where it is anticipated a further set of surveys will be required in all parts of the Borough.
- 9.9. The quotations for the original survey and analysis work was circa £5,000 per week. It is anticipated a further 10 surveys will be required. Where possible, efficiencies will be sought by combining surveys or procuring multiple works together.
- 9.10 Savings
- 9.11 It is anticipated the Council will receive payback on this project within two years, as described below.
- 9.12 Digitisation of Permits will save up to circa £150,000 per financial year in reduced printing and administration costs. Further savings will be found in time saved for Enforcement Officers, who will be able to enter the details of a vehicle into their handheld device, which will show all relevant information, linking the Council systems with Mobon and other applications.
- 9.13 Experience of consultants from other Local Authorities suggests Traffic Regulation Order processing costs can see reductions of up to 25%. Currently the Council spends £35,000-£40,000 per year in advertising costs depending on the number of schemes implemented.

9.14 The projects as described in this Report, with the exception of the Southend Pass, are enablers to future schemes identified in the Traffic & Parking Policy Statement, which may be brought forward, each of these will seek to achieve best value for the Council by improving service provision and reducing operating costs. Where the Council generates revenue, for example in Off Street Car Parks, consideration will be given to acting more commercially, increasing revenue against competing car parks.

## **10 Other Options**

10.1. Cabinet could decide on a different approach to delivering Parking Review 2020, and the related projects as described in this Report, however it is likely this will significantly extend the programme and limit the effectiveness of certain elements.

## **11 Reasons for Recommendations**

11.1 To ensure the Parking Review 2020 and related projects as described in this and related Reports can be delivered within the timescale and to the standards and outputs already directed by Cabinet.

## **12 Corporate Implications**

12.1 Contribution to the Southend 2050 Road Map

12.2 The Road Map for 2020 sets out the first five-year plan to achieve the Southend 2050 vision. This proposal will help the Council to deliver on its aspirations as set out in the Traffic & Parking Policy Statement, ensuring parking regulations are properly tailored to the local need, and clearly signposted to road users.

## **13 Financial Implications**

13.1 As referenced in section 9.2, the costs of these enabling schemes is estimated at £360,000 split equally between Capital and Revenue and it is requested that all these costs are funded from the Business Transformation Reserve. In addition, the Capital Investment Programme will need amending to reflect the additional replacement of signage capital spend of £180,000.

13.2 Based on the assumptions surrounding the Southend Pass which are detailed in section 6.6 there is a potential that the Pass could generate less income than pay and display use dependent upon a range of factors. In order to mitigate some of this risk it is proposed to earmark up to £275,000 from the Business Transformation Reserve. The income received in our car parks will be monitored regularly as part of the monthly budget monitoring process and the Reserve will only be drawn down if necessary.

In addition, there is a small set up cost in association with the proposal as set out below;

Item	Trial Period Cost
Licence Fee	£2,000 per month for 6 months (£3,000 thereafter)
Transaction Cost (per transaction)	5p

The Licence Fee will be funded through the Parking Services existing revenue budget and for Mobon users, the 5p transaction fee would be added to the Southend Pass charge for each month. There is no transaction fee for clock users.

- 13.3 The extension of the parking offer scheme from 1 October 2020 to 31 March 2021 is estimated to be a further loss in parking income of an estimated £180,000 and will therefore add to the overall current budget pressures being experienced by the Council for 20/21. The funding of these overall pressures will need to be dealt with as part of the regular budget monitoring and the recommended solutions for funding as we move through the year.

#### **14. Other Implications**

##### 14.1 Legal Implications

- 14.2 The Council can vary any Traffic Regulation Order made using provisions in the Road Traffic Regulation Act 1984, following the associated procedures. It is anticipated these changes will be introduced alongside a related project which is reviewing the TRO database and procedures, reducing cost.

##### 14.3 People Implications

- 14.4 The changes will improve the existing service by providing clearer information to road users on the restrictions in effect.

##### 14.5 Property Implications

- 14.6 It is anticipated that the Southend Pass will incentivise residents to utilise the Council Off-Street Car Parks throughout the year, increasing capacity during the 'off season'. The impact could be that car park assets become more viable in the longer term.

##### 14.7 Consultation

- 14.8 As projects are brought forward, consultation and engagement will be central to developing the proposals. To properly monitor this, it is proposed a service specific survey be created using the online portal, enabling those affected to feed back through a single source. Paper surveys will be made available where appropriate.

##### 14.9 Equalities and Diversity Implications

14.10 Assessments on the impact of these projects will be developed as the programme moves forward, ensuring they remain 'living documents' and are updated as the full proposals and impacts are known.

#### 14.11 Risk Assessment

14.12 Alongside other assessments, risks to the Service, those affected by the project and the wider impacts on Council aspirations will be undertaken.

#### 14.13 Value for Money

14.14 The Parking Review 2020 has an overarching objective of achieving best value for the Council, and ensuring the Service is fit for the future. As projects are brought forward, consideration will be given to the most cost-effective approach to delivery. The funds sought in this Report are considered to deliver value for money as in the longer term, Service costs will be reduced.

#### 14.15 Community Safety Implications

14.16 A robust and transparent enforcement regime will give the community confidence that the road network is safe and accessible for all users.

#### 14.17 Environmental Impact

14.18 The Council has declared a Climate Emergency and made several commitments to reduce emissions. The Traffic & Parking Policy Statement will provide a clear set of principles and projects to reduce emissions and support the Southend 2050 vision.

### **15. Background Papers**

15.1 [Cabinet Report, 5<sup>th</sup> November 2019](#)

15.2 [Cabinet Report, June 2020](#)

15.3 [Cabinet Report – Traffic & Parking Policy Statement July 2020](#)

### **16: Appendix**

- Appendix 1: CityScience Consultant Report
- Appendix 2: Southend Pass
- Appendix 3: Asset maps

# Appendix 1: CityScience Report



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Laurence Oakes-Ash	1.0	Executive Summary Draft
Laurence Oakes-Ash	1.1	Adding Analysis Results
Chloe Bates	1.2	Adding Full Report
Laurence Oakes-Ash	1.3	Report Review

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DRAFT

## 1 Executive Summary

- 1.1.1 This report sets out the results of analysis undertaken as part a Parking Tariff Review Study for Southend-on-Sea Borough Council. The study consolidated parking tariff data from across Southend, benchmarked the authority’s tariffs against national comparators, and developed a series of options that were appraised using a 2-stage revenue model. The options were developed, taking due consideration for the Southend 2050 vision. In particular, tariff options were developed based on their potential to support the following outcomes:
- Promote a vibrant town centre and seafront economy (Opportunity & Prosperity);
  - Reducing congestion (Smart & Connected);
  - Encouraging and supporting active lifestyles (Active & Involved); and
  - Maximising asset utilisation and reinvestment potential.
- 1.1.2 A further objective in the analysis has been to rationalise the parking tariffs making them clear, simple, understandable and easy-to-use. Southend-on-Sea Borough Council maintains and operates 65 public car parks covering 7,387 spaces. Across these car parks the authority currently operates 20 different tariffs. In addition, 10 car parks operate different tariffs for Summer and Winter seasons. Tariff simplification will make travel within Southend easier to understand and communicate to residents and visitors. Rationalisation of tariffs and enforcement periods alone has the potential to support an additional £790k of revenue.
- 1.1.3 **Benchmarking:** Benchmarking was undertaken to compare Southend-on-Sea’s parking charges with 9 national comparators. Benchmarking of individual car park tariff structures and permits was undertaken. To provide an intuitive comparison, the tariff sample from each location was converted to a weighted average hourly charge. On this measure, Southend’s average hourly charge (at £1.10) compares favourably to Colchester (£1.19) and Chelmsford (£1.30), while being more expensive than Rochford (£0.89) and Thurrock (£0.62). Notably, Southend’s average hourly charge is less than half that of comparable seaside resorts such as Bournemouth (£2.33) and Brighton (£2.34). Benchmarking of costs against alternative modes of accessing the Borough (e.g. Rail) was also undertaken.
- 1.1.4 **Accessibility:** To provide context for the evaluation of strategic options a series of accessibility maps were developed. Contextual data such as Car Ownership and the 2019 Index of Deprivation was also mapped. Accessibility mapping demonstrates relatively good public transport connectivity across the Borough, with the Town Centre accessible within 30 minutes from the majority of the Borough (all but the far North Western edge).
- 1.1.5 **Proposed Zoning:** Current tariffs and zones have been reviewed and benchmarked against alternative options within Southend, in addition to the regional and national benchmarking. The proposed zoning consolidates all car parks into strategic zones based on accessibility analysis. This zoning also eliminates the potential abuse of free car parks in key locations - such as those close to train stations or points of interest. Overall, this zoning system enables Southend to rationalise the 20 tariffs down to 7 or fewer.

1.2 Options Appraisal

1.2.1 Promoting a Vibrant Town Centre Economy:

Car Park charging is one of a complex set of factors influencing business activity in town centres, willingness to travel and disposable income available to spend. While often being perceived by businesses as a key driver of town centre activity, there is very little robust evidence that links car parking strategies to town centre footfall (MRUK, 2015). Recent challenges to town centres include online retail, out-of-town shopping and demographic changes and, in addition, alternative modes of access can be considered as having an important role to play (Flusche, 2017). Car park pricing strategies must therefore be seen as part of a holistic package of measures to create a vibrant town centre.

1.2.2 Potential adverse impacts of policies must also be considered – for example the general availability of spaces can be felt by visitors as being more important than price in terms of the decision to visit (Yorkshire Forward, 2007). Policies need to balance the inducement of visitors with increased use of limited capacity by workers or commuters.

1.2.3 Two strategies have therefore been explored under this theme offering different approaches, risks and revenue outcomes:

- A Southend-wide low-cost parking permit to encourage residents to stay within the Borough;
- A tiered pricing strategy to induce foot-fall through and within the town centre.

A summary of results is shown below:

1.2.4 Option Summary:

Evaluation Criteria	Impact Summary
<b>Vibrancy</b>	Vibrancy can be supported in a number of ways. It is essential to ensure car park tariffs do not induce misuse by residents at the expense of visitors.
<b>Revenue</b>	In 2018/19 £561,771 of revenue was generated from car park users making more than 20 repeat visits. If full displacement is assumed, revenue loss under the low-cost parking permit could be between £245,000-£521,000 even at a modest uptake by residents. Alternatively, a tiered pricing strategy could stimulate Town Centre footfall by 350 per day, while also modestly increasing revenue. At a minimum, we recommend a phased roll-out of any new resident permit to 1,000 to provide time to evaluate driver behaviour.
<b>Congestion</b>	Congestion impacts will depend on the degree to which residents and visitors are encouraged to make additional trips. A tiered pricing strategy is most likely to incentivise congestion-reducing behaviours.
<b>Physical Activity</b>	The low-cost residents permit may discourage physical activity.
<b>Equity</b>	Many lower income households within Southend do not have access to a car and are therefore unlikely to benefit as much from a low-cost permit as wealthier households further away from the town centre.
<b>Capital Cost</b>	30 new P&D machines are expected to be required at a cost of £120,000.

1.2.5 Reducing Congestion:

Data demonstrates that within the Town Centre 30%-60% of households do not own a car, whereas in Thorpe Bay, Leigh-on-Sea and on the outskirts of the borough, 30%-60% of households are likely to own 2 or more cars. Policies expected to offer the greatest benefits to congestion reduction are those that mitigate against the use of car-based trips within the Borough (e.g. short-distance trips) and incentivise visitors to avoid key bottlenecks.

1.2.6 To examine this outcome a tariff structure that incentivises drivers to avoid Queensway and the central seafront is explored. Further consideration could be given to traffic / demand management / park and ride on the A127.

1.2.7 Option Summary:

Evaluation Criteria	Impact Summary
<b>Vibrancy</b>	Strategies can be developed which maintain vibrancy while minimising vehicle trips by ensuring accessibility via a range of modes and additional policies to strengthen the town centre offer and environment.
<b>Revenue</b>	Strategies have been identified that could both reduce congestion (by 1,776 vehicles per day) and at the same time increase revenue (by approx. £650k).
<b>Congestion</b>	Car park pricing should again be part of a holistic package of measures to minimise congestion. Simplification of tariffs will enable clearer communication and management.
<b>Physical Activity</b>	Congestion-minimisation strategies are expected to be aligned with those that support physical activity.
<b>Equity</b>	Southend has good accessibility across a range of modes and this strategy is expected to provide a suitable mix of parking offers for residents.
<b>Capital Cost</b>	30 new P&D machines are expected to be required at a cost of £120,000.

1.2.8 Encouraging & Supporting Active Lifestyles:

The Active & Involved Outcome seeks to encourage more people have active lifestyles and to reduce the number of people who do not engage in any physical activity. Residents of Southend have relatively good accessibility across the borough by public transport – the town centre in particular is within 30 minutes walk of 5 train stations. Cycling accessibility to these central locations is also relatively good with access through to Thorpe Esplanade and Chalkwell within 30 minutes. There is therefore strong potential to incentivise further walking and cycling through tailored pricing strategies.

1.2.9 Option Summary:

Evaluation Criteria	Impact Summary
<b>Vibrancy</b>	City Science’s White Paper, ‘Activating the City’ consolidates the evidence around the potential positive impacts of active travel on economic centres.
<b>Revenue</b>	Strategies that could increase active trips by up to 1,700 per day have been identified. These strategies result in a loss of revenue of approx. £140k.
<b>Congestion</b>	Strategies that support physical activity, in particular from the outskirts of the borough, are expected to be aligned with strategies aimed towards minimising congestion.

<b>Physical Activity</b>	While accessibility has been mapped as part of this work, path quality has not been audited. Pricing strategies combined with infrastructure enhancement for active travel (e.g. LCWIPs) and other behaviour support measures are likely to have most benefit.
<b>Equity</b>	Southend has good accessibility across a range of modes and this strategy is expected to provide a suitable mix of access options for residents.
<b>Capital Cost</b>	30 new P&D machines are expected to be required at a cost of £120,000.

1.2.10 Maximising Utilisation & Reinvestment:

Southend-on-Sea Borough Council currently maintains 65 car parks as part of its portfolio. In this study we have used available data to identify the occupancy of both car parks and the proposed zones (note: where car parks are currently free, no data is available) – this shows that utilisation of these assets varies through the Borough. Pricing can be targeted to increase expected utilisation, and generate additional income for reinvestment. Any additional income could be used directly to improve the quality of the car parks or alternatively to invest in other improvements – for example to strengthen the visitor offer or to resource additional marketing campaigns.

1.2.11 Option Summary:

Evaluation Criteria	Impact Summary
<b>Vibrancy</b>	Benefits from increased utilisation could be reinvested in strengthening the visitor offer. As a result, impacts on vibrancy will depend on the investment priorities from any additional income.
<b>Revenue</b>	Maximum utilisation strategies have been identified which increase car park income by approx. £825k in addition to the benefits from tariff rationalisation.
<b>Congestion</b>	Under this scenario utilisation is increased, indicating a higher number of vehicle trips. However, more balanced utilisation is expected to divert traffic to car parks further away from the Town Centre and Sea Front zones, thus benefiting congestion in these areas.
<b>Physical Activity</b>	Under this scenario utilisation is increased, indicating a higher number of vehicle trips overall. However, higher pricing of existing high occupancy car parks is likely to incentivise increased walking and cycling trips by residents.
<b>Equity</b>	Southend has good accessibility across a range of modes and this strategy is expected to provide a suitable mix of access options for residents.
<b>Capital Cost</b>	30 new P&D machines are expected to be required at a cost of £120,000.

1.3 Overall Recommendations

1.3.1 Car park pricing strategies should be seen as part of a holistic package of measures to create a vibrant town centre. To maximise the potential positive impact across a range of outcome goals, accessibility to the town centre should be considered across all modes.

- 1.3.2 There is strong overlap between the strategies that promote congestion reduction, active lifestyles and utilisation improvements. Within the context of a holistic approach that includes a tiered pricing strategy within the central zone, it is expected that town centre vibrancy can also be supported. Such a strategy, that maximises benefits while minimising risks to income, can be developed within the new zoning structure.
- 1.3.3 It is worth noting, that while a low-cost residents parking permit may have negative impacts on revenue and physical activity, a permit system comparable to Chelmsford's "Annual 7" Town Centre could provide year-long access for residents while mitigating potential risks. We recommend that the roll-out of any resident permit should be phased, initially restricted to 1,000 permits. To best support the wider objectives, it may also be additionally prudent to limit access to Zone 2a (the new Town Centre North zone).



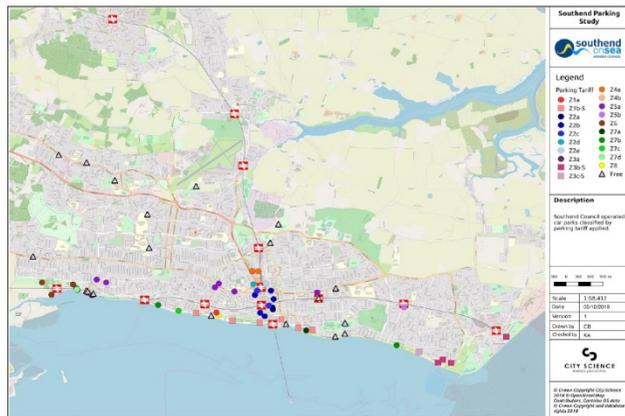


Figure 1: Current Zoning Structure with Associated Tariffs

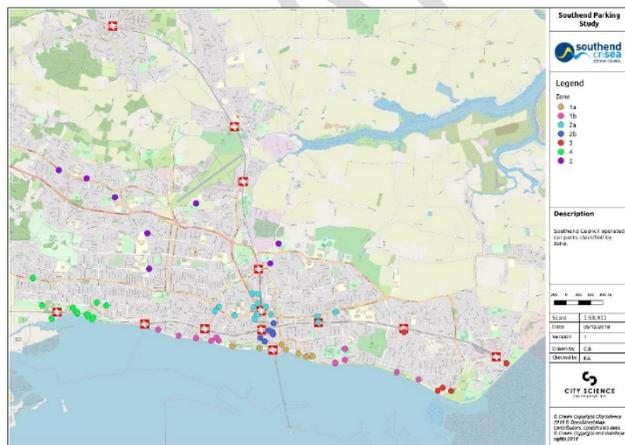


Figure 2: Proposed Zoning Structure with Associated Tariffs

## 2 Existing Tariffs & Zones

2.1.1 We consolidated information on the 65 car parks operated by Southend-on-Sea Borough Council (SBC), cross-referencing across a number of sources. Over all 65 car parks there are 7,387 parking spaces, these are spread out over the entire town from Leigh-on-sea to Shoeburyness. Capacities of the car parks differ considerably with some in the town centre/seafront topping 700 while some on the outskirts having less than 10 spaces. The spatial spread of the capacities of car parks is shown in Figure 3 which shows that the larger car parks are centred around the town centre and seafront, although there are a few smaller car parks in those areas also.

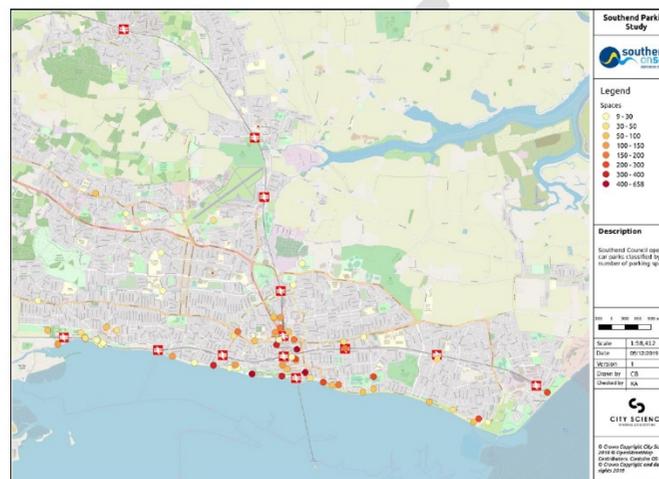


Figure 3: Capacities of SBC Car Parks

2.1.2 Tariff information was also consolidated. Each tariff was reviewed and categories developed based on the similarities between car parks. Over the 65 car parks it was found that 20 different tariffs are currently in operation. There are 17 charges which apply all year round and 3 which differ between Summer (April to October) and Winter (November to March). Table 1 shows those which apply all year and Table 2 those which differ seasonally.



	T1a	T2a	T2b	T2c	T2d	T2e	T3a	T4a	T4b	T5a	T5b	T6	T7a	T7b	T7c	T7d	T8
30 mins	-	-	-	£0.20	-	-	-	-	-	£0.20	£0.20	-	-	-	-	-	£0.20
Up to 1hr	-	£1.10	-	£0.50	-	-	£1.10	£1.10	£1.00	£1.00	£0.50	£0.50	-	£1.20	£1.00	£1.20	£1.10
Up to 2hr	£2.00	£1.90	£1.90	-	-	-	£1.90	£2.10	£1.60	£1.80	£1.70	£1.70	£4.00	£2.30	£2.10	£2.20	£2.30
Up to 3hr	-	-	-	-	-	-	£2.70	£3.00	£2.40	£2.50	£2.20	£2.20	-	£3.90	£3.40	£3.20	£3.40
Up to 4hr	£4.50	£4.70	£4.70	-	-	-	£4.70	£4.80	£4.10	£4.30	£2.50	-	-	£4.60	£4.30	£5.00	£4.60
Up to 5hr	-	-	-	-	-	-	£4.70	£6.00	£5.40	£5.10	£4.40	-	-	£5.70	£5.40	£6.30	£5.70
Up to 6hr	£6.60	£6.60	£6.60	-	-	-	£6.60	£7.40	£6.10	£6.40	£5.40	-	-	£7.00	£6.50	£7.70	£6.90
7+ hr	£8.00	£10.00	£10.00	-	-	-	£10.00	£8.00	£8.00	£8.00	£8.00	-	-	£9.00	£9.00	£9.00	£8.00
Weekend Day	-	-	-	-	-	-	-	-	-	£3.00	£3.00	-	-	£1.00	-	-	-
Annual	-	£600	£600	-	£1,200	-	£100	£300	£300	£300	£300	£200	£50	£50	£200	-	-
Number of Car Parks	1	2	5	2	1	1	4	3	1	6	1	3	1	2	1	1	1

Table 1: Tariffs Without Seasonal Variation

Summer (01.04 - 31.10)	T1b-S	T3b-S	T3c-S
Up to 1hr	-	£1.00	£1.00
Up to 2hr	£2.90	£2.00	£1.80
Up to 3hr	-	£2.80	£2.60
Up to 4hr	£6.60	£4.50	£4.20
Up to 5hr	-	£5.60	£5.30
Up to 6hr	£10.00	£7.00	£6.50
7+ hr	£12.00	£8.00	£8.00
Winter (01.11 - 31.03)			
Up to 1hr	-	£0.70	£0.70
Up to 2hr	£2.20	£1.70	£1.70
Up to 3hr	-	£2.40	£2.40
Up to 4hr	£5.00	£4.00	£4.00
Up to 5hr	-	£5.00	£5.00
Up to 6hr	£7.70	£6.00	£6.00
7+ hr	£9.60	£7.00	£7.00
Number of Car Parks	5	4	1

Table 2: Tariffs with Seasonal Variation

2.1.3 There is currently limited spatial structure (zoning) to the location of the tariffs. One common theme is that the seasonally fluctuating tariffs are only applied at seafront car parks. Free car parks are located mainly to the north of the town but there are still a few on or near the seafront. Overall the capacity of the free car parks is approximately 870. Figure 4 shows the current distribution of tariffs across the Borough.

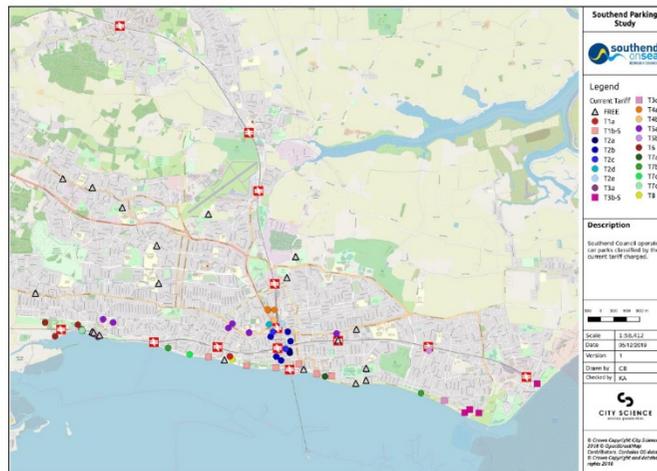


Figure 4: Spatial Distribution of Different Car Park Tariffs

2.1.4 Figure 5 highlights the free car parks close to Prittlewell and Southend East station, totally 41 and 182 spaces respectively. Simple cost comparisons can be drawn between these and the station car parks. Since these car parks are not charged there is limited data to evaluate how they are being used, but given their proximity to stations there is potential that these are being used by commuters. The wider free car parks can be observed to be distributed throughout the Borough.





Car Park	Location	Type	1hr	2hr	3hr	4hr	5hr	6hr	7+ hr
Bath Rd South	Bournemouth - seafront	Car park	£2.00	£4.00	£6.00	£8.00	£8.00	£12.00	£12.00
Alum Chine	Bournemouth - seafront	Car park	£1.20	£2.30	£3.90	£4.60	£5.70	£7.00	£11.00
Bath Rd North	Bournemouth - town centre	Car park	£2.00	£4.00	£6.00	£8.00	£8.00	£12.00	£12.00
Beacon Road	Bournemouth - town centre	Car park	£2.00	£4.00	£6.00	£8.00	£8.00	£12.00	£12.00
Russell Road	Brighton - seafront	Car park	£6.00	£12.00	£17.00	£22.00	£32.00	£32.00	£32.00
Madeira Drive	Brighton - seafront	On street	£3.20	£6.00	£11.00	£11.00	£16.00	£16.00	£16.00
Marine Parade	Brighton - seafront	On street	£3.20	£5.20	£10.40	£10.40	£15.60	£15.60	£15.60
Regency Square	Brighton - seafront	Car park	£2.00	£4.00	£7.00	£7.00	£11.00	£11.00	£11.00
Black rock	Brighton - seafront	Car park	£1.00	£2.00	£4.00	£5.00	£6.00	£6.00	£6.00
Churchill Square	Brighton - town centre	Car park	£3.50	£3.50	£4.50	£7.00	£12.00	£12.00	£15.00
Chelmsford Station	Chelmsford - town centre	Car park	£7.00	£7.00	£7.00	£7.00	£7.00	£7.00	£7.00
Waterloo Lane	Chelmsford - town centre	Car park	£1.40	£2.50	£3.20	£4.70	£7.50	£8.50	£10.50
Fairfield Road	Chelmsford - town centre	Car park	£1.20	-	-	-	-	-	£7.50
St Johns	Colchester - town centre	Car park	£1.80	£2.70	£3.30	£3.50	-	-	-
St Marys	Colchester - town centre	Car park	£1.80	£2.70	£3.30	£3.50	£4.40	£4.90	£5.70
Back Lane	Rochford - town centre	Car park	£1.20	£1.80	£2.60	£3.30	£3.60	£5.50	£5.50
Old Ship Lane	Rochford - town centre	Car park	£1.20	£1.80	£2.60	£3.30	-	-	-
On street	Thurrock	On street	£0.70	£1.20	£3.20	£3.20	£3.20	£3.20	£3.20
Grays	Thurrock - inside Grays	Car park	£0.70	£1.30	£1.30	£2.10	£2.10	£3.70	£5.80

Table 3: Parking Tariffs for Sampled Car Parks

3.1.4 In order to compare the sampled car parks we converted the tariffs into an average hourly charge. Figure 6 shows the results of this analysis. Comparing Southend to the comparator set we see that Southend is comparable in price to locations nearby such as Gravesham and Clacton-on-Sea but has an average hourly rate of around half that of comparable tourist seaside locations such as Brighton and Bournemouth.

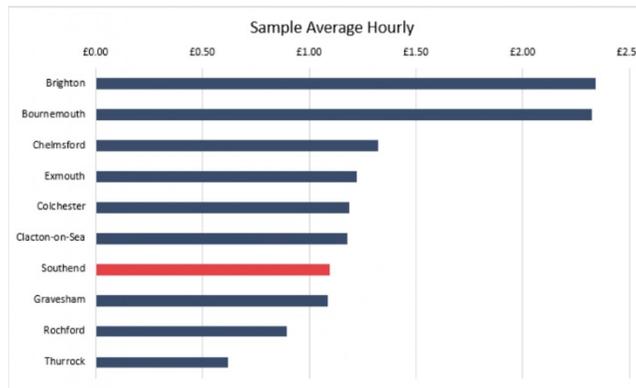


Figure 6: Benchmarking of Average Hourly Charges in Southend vs. Comparator Set

- 3.1.5 The analysis then investigated season tickets available at comparable locations. These differed in both price and type between and within towns and are shown in Table 4. Chelmsford's 'Annual 7' parking permit is of interest here as it is similar to the monthly permit scheme proposed for Southend – however almost 10 times more costly. The Chelmsford 'Annual 7' tariff charges £850 annually (approximately £70/month) to park in any of the 7 available town centre car parks at any time of day.
- 3.1.6 Another comparable tariff is the East Devon Residents permit which allows residents to buy parking permits for individual towns within the region. They can buy one for £100/year and then an additional five for £20/year each, if they purchase six in total (£200/year) they can park in any of the 11 towns in the region. The only restriction on this scheme is that it doesn't cover Devon County Council car parks, but over the 11 towns there are 50 car parks which holders of the permit can utilise for free. It should be noted that East Devon is a considerably larger geography compared to Southend (814.4 km<sup>2</sup> compared to 41.76), with ample space available for parking. East Devon experiences much greater seasonality which may provide additional rationale for the residents tariff (see later seasonality analysis for Southend).



Season Tickets	Resident 1 month	Resident 3 month	Resident 12 month	Non-resident 1 month	Non-resident 3 month	Non-resident 12 month	
Billericay and Wickford	Railway Station	£86.35	£241.40	£871.55	£106.20	£285.45	£1053.55
	Between station and high street	£40.15	£112.05	£404.50	£49.40	£132.50	£489.00
Chelmsford	Choice of 1 of 9 car parks in town centre, can be used between 5pm and 8am Monday to Friday, and all day Saturday and Sunday.	-	-	£350.00	-	-	-
	Annual 7 - park in any of the 7 available town centre car parks, any time of day. Limited number so a waiting list.	-	-	£850.00	-	-	£850.00
	Town centre individual car parks	-	£385.75	-	-	£385.75	-
Clacton on sea	Free residential permit that allows residents to park on their street but it doesn't cover July and August, for those there is a £20/month charge for a Residents Permit	-	-	-	-	-	-
	Category A season ticket	-	£87.50	£350.00	-	-	-
	Category B season ticket	-	£50.00	£200.00	-	-	-
	Frinton and Walton residents permit - allows parking at coronation car park (seafont), mill lane CP (town), naze CP (seafont) and station yard CP (town)	-	-	£20.00	-	-	-
Gravesham	Season ticket per car park - average charge	£119.75	£339.625	£1207.50	£119.75	£339.625	£1207.50

Table 4: Season Tickets Available within Comparator Group

- 3.1.7 The analysis also investigated comparisons between the self-reported revenue Outturn Forms (ONS). For 2018/19 we can see how Southend's parking revenue compares against the comparable locations used above. While this analysis is not normalised for total capacity, some interesting observations can be made. Table 5 presents the detail of the parking income by Local Authority.
- 3.1.8 It can be seen that Southend bringing in a combined £8,118 from Sales, Fees and Charges which is comparable with Chelmsford and Colchester. Bournemouth can be seen to generate £13,709, while Brighton stands out as an outlier generating £36m of income from parking. Taking the maximum tariff (day parking) rate, a simple linear Revenue / Price relationship can be observed within the benchmark group.



**Parking Services Revenue Benchmarking**

	Employees (C1)	Running Expenses (C2)	Total Expenditure (C3 = C1 + C2)	Sales, Fees and Charges (C4)	Other Income (C5)	Total Income (C6 = C4 + C5)	£ thousand Net Current Expenditure (C7 = C6 - C3)
<b>Southend-on-Sea</b>							
51 On-street parking	127	1,137	1,264	4,128	0	4,128	-2,864
62 Off-street parking	29	1,698	1,726	3,990	0	3,990	-2,264
<b>Rochford</b>							
51 On-street parking	0	0	0	0	0	0	0
62 Off-street parking	136	458	594	1,565	36	1,601	-1,007
<b>Thurrock</b>							
51 On-street parking	0	30	30	869	0	869	-839
62 Off-street parking	427	267	694	185	4	189	505
<b>Bournemouth</b>							
51 On-street parking	801	475	1,276	2,404	3	2,407	-1,131
62 Off-street parking	788	3,820	4,608	11,305	32	11,337	-6,729
<b>Brighton</b>							
51 On-street parking	1,507	7,476	8,983	30,391	18	30,409	-21,426
62 Off-street parking	4	1,870	1,874	6,260	0	6,260	-4,586
<b>Chelmsford</b>							
51 On-street parking	13	25	38	0	49	49	-11
62 Off-street parking	726	2,071	2,796	7,174	506	7,680	-4,883
<b>Colchester</b>							
51 On-street parking	0	2,902	2,902	3,157	5	3,162	-260
62 Off-street parking	2,202	4,116	6,318	3,908	4,403	8,311	-1,993
<b>East Devon</b>							
51 On-street parking	0	0	0	0	0	0	0
62 Off-street parking	164	1,034	1,198	3,570	0	3,570	-2,372

Table 5: Comparison of Parking Revenue by Local Authority

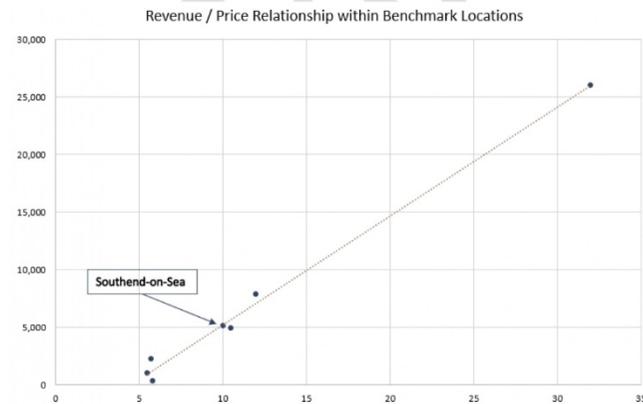


Figure 7: Price / Revenue Relationship within Benchmarking Group

3.1.9 Modal Benchmarking:

In addition to benchmarking Southend’s parking tariffs against other locations, the study also investigated the cost of accessing the Borough by other modes. Table 6, for example, shows the return fare to Southend Central and Southend Victoria Station by train. This table captures the cost for a single traveller, couple and family from London, Rochford and Leigh-on-Sea to indicate the cost of different types of travel.

From	To	Single	Couple	Family of 4
Fenchurch Street	Southend Central	£12.60	£25.20	£25.20-£37.80 dependent on age
Liverpool Street	Southend Victoria	£13.00	£26.00	£26-£39 dependent on age
Rochford	Southend Victoria	£3.60	£7.20	£7.20-£10.80 dependent on age
Leigh-on-Sea	Southend Central	£3.10	£6.20	£6.20-£9.30 dependent on age

Table 6: Cost of Accessing Southend by Train

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4 Mapping & Accessibility

4.1.1 The study undertook accessibility analysis to help understand overall access to the key locations and to inform future zoning. In order to undertake this, we split the region into five key zones focussing around the High Street, Seaford, Southend Central and Southend Victoria stations and the hospital. These then informed further analysis such as accessibility to these areas and the distance of car parks from each zone. Core Walking Zones were defined as recommended in DfT LCWIP Guidance (400m radius of key locations) (DfT, 2017).

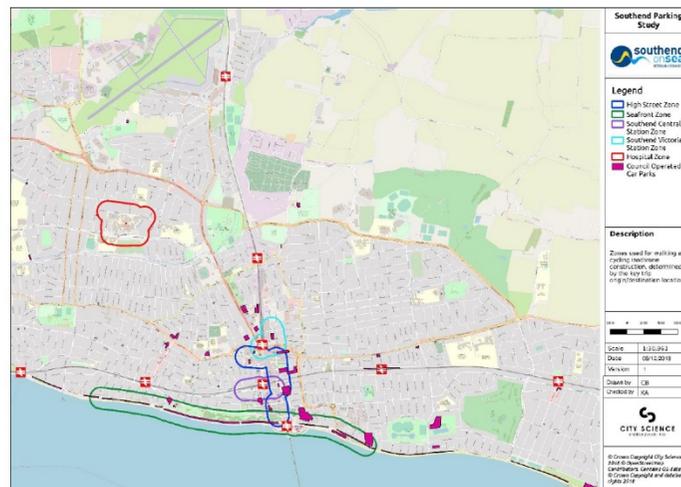


Figure 8: Zones Used for Accessibility Analysis

4.1.2 **Contextual Data:** Contextual data was also analysed to understand other socio-economic factors. From mapping available in Cadence we could see the spread of certain demographic measures including population density, deprivation index and access to a vehicles throughout Southend. Figure 9 shows that there is a relatively even distribution of population throughout Southend. Figure 10 shows the deprivation index of areas throughout Southend. It shows marked differences across the area with some of the 10% least deprived regions in the country (in Thorpe Bay and Leigh on Sea) and some of the 10% most deprived regions in the country (around Central Southend).

4.1.3 Figure 11 and Figure 12 highlight access to vehicles across Southend. Many households (30-60%) within Central Southend have no access to a car (Figure 11) whereas many households (30-60%) within Leigh-on-Sea and Thorpe Bay have access to two or more cars (Figure 12). This suggests that those that live further from the town centre are more likely to have more vehicles and higher incomes. Therefore policies to encourage resident parking within the Borough, if applied uniformly to the population, may risk disproportionately benefiting residents with a higher ability to pay (Leigh-on-Sea / Thorpe Bay).

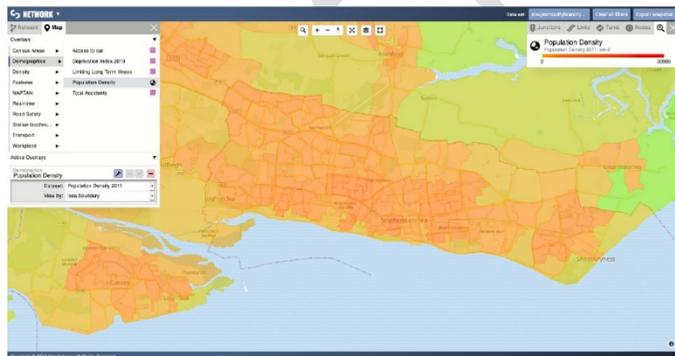


Figure 9: Population Density Within Southend

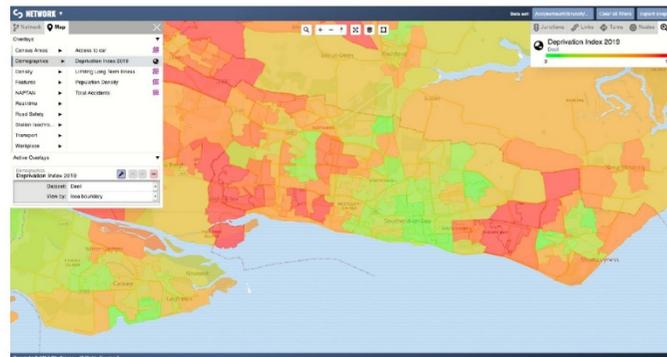


Figure 10: Index of Multiple Deprivation (Green = Deprived, Red = Not Deprived)

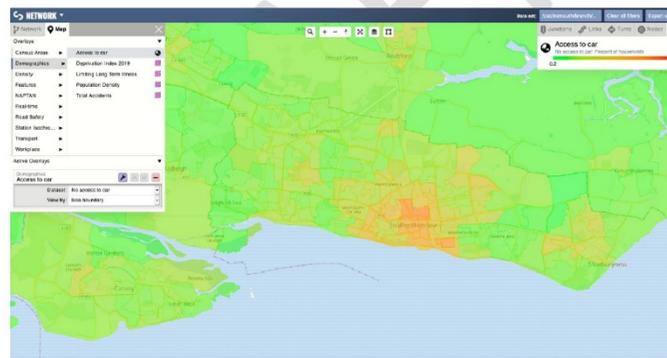


Figure 11: No Access to Car (Red = No Access)

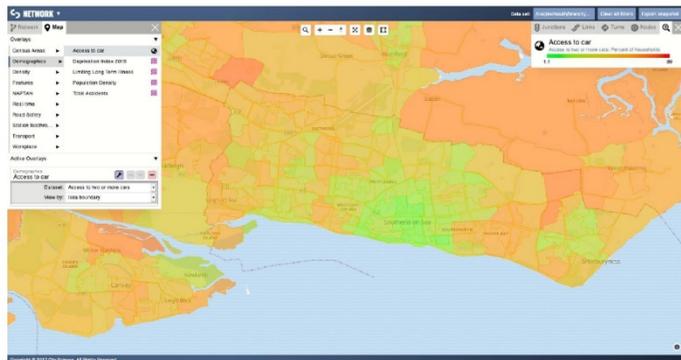


Figure 12: Access to Two or More Cars (Red = Access to 2 or More Cars)

4.1.4 **Public Transport Access:** There is a relatively even distribution of bus stops in and around Southend (Figure 13) so access to bus stops is high. This analysis however says nothing about the service, quality or routes of any buses. Figure 14 and Figure 15 shows the public transport accessibility from Southend Central within 30 and 15 minutes respectively. These show there is relatively good public transport connectivity to the town centre, especially at the 30-minute interval with the majority of the Borough having access.

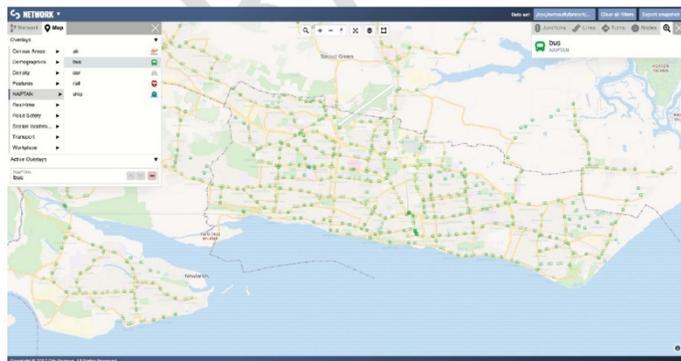


Figure 13: Bus Stop Coverage Across Southend



Figure 14: 30 Minute Public Transport Isochrone from Southend Central (Source: Mapumental)



Figure 15: 15 Minute Public Transport Isochrone from Southend Central (Source: Mapumental)

4.1.5 **Walking and Cycling:** We carried out walking and cycling accessibility for the five zones set out above as recommended by the Department for Transport (DfT) LCWIP (Local Cycling and Walking Infrastructure Plan) Technical Guidance. For the high street we see eight car parks located within the Core Walking Zone (CWZ), five railway stations, the pier station and 23 car parks within a 30-minute walk of the high street (Figure 16).

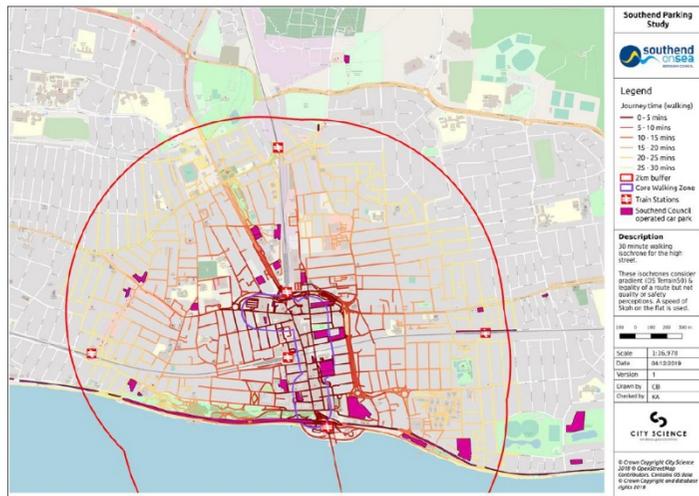


Figure 16: High Street Core Walking Zone Accessibility

4.1.6 In terms of cycling, we created a 30-minute cycling accessibility map from the high street taking into account travel time and gradient (Figure 17). This shows relatively good accessibility through to Thorpe Esplanade and Chalkwell by bicycle. Leigh-on-Sea is just beyond a 30-minute cycle from the high street but accessibility could be extended, for example, through electric bike provision/micromobility.

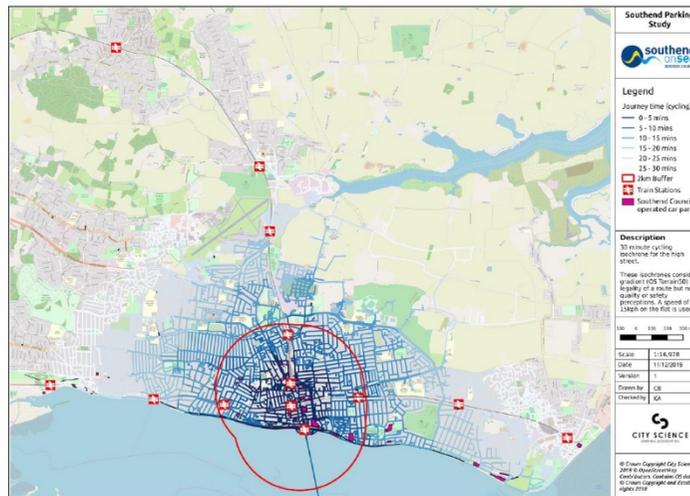


Figure 17: High Street Cycling Accessibility

4.1.7 The same analysis was undertaken for the seafront zone (stretching from the Gasworks car park to the Genting Casino). This shows six car parks within the seafront CWZ, five train stations and 26 car parks within a 30-minute walk from the seafront. All areas of Southend are within a 30-minute cycle of the seafront, with the airport being at the very edge of the 30-minute cycling area.

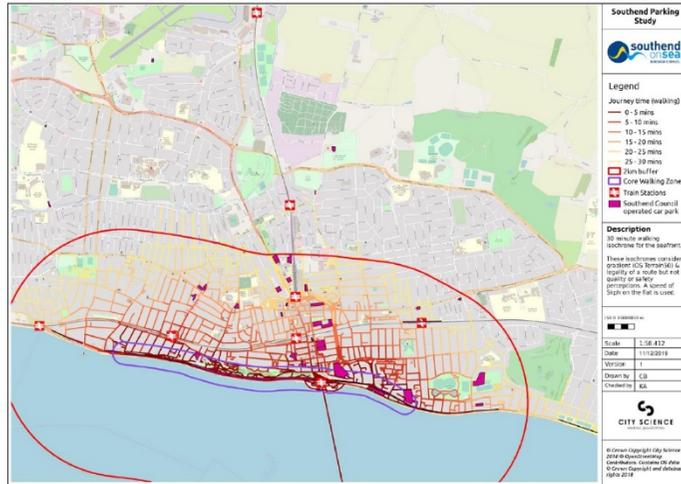


Figure 18: Seafront Walking Accessibility Analysis

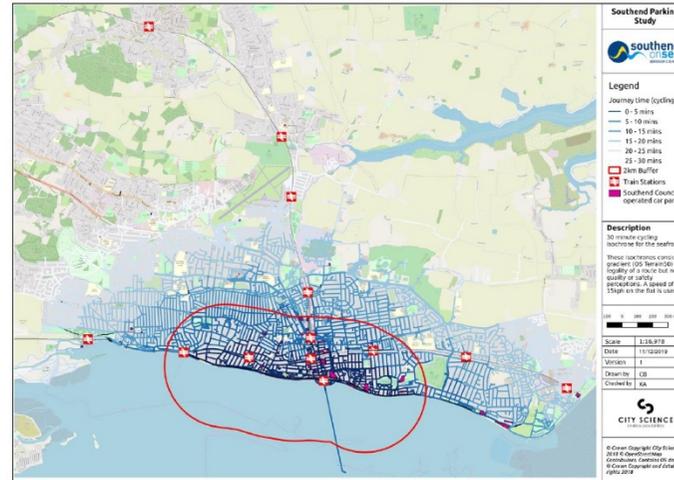


Figure 19: Seafront Cycling Accessibility Analysis

- 4.1.8 Both the seafront and the high street are within a 30-minute walk from both Southend Central and Southend Victoria train stations and 31 car parks are within a 30-minute walk of both train stations. The majority of Southend is within a 30-minute cycle of both train stations, Leigh-on-sea is just outside of 30-minutes for Southend Victoria and Shoeburyness is just outside of 30-minutes for both stations.
- 4.1.9 The 30-minute walking zone around the hospital (Figure 20) identifies a number of council operated car parks within walkable distance, three of those are currently free. It is worth noting the hospital parking charges as a further comparison within this area. These are shown in Table 7 (the average hourly cost ranges between £0.50-£1 depending on the ticket purchased).

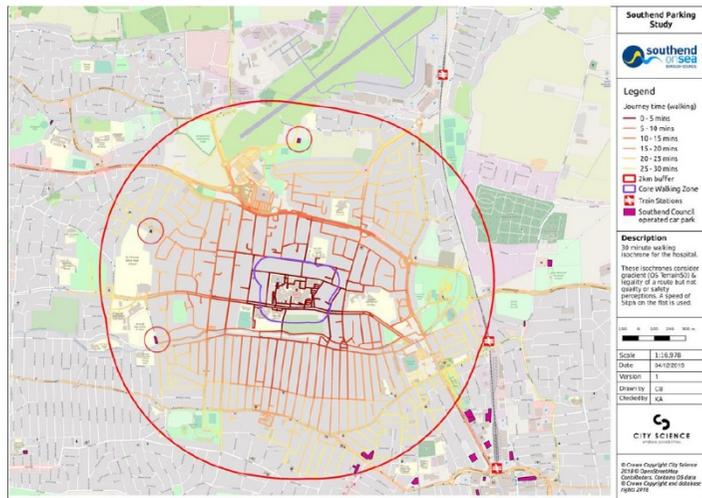


Figure 20: 30 Minute Walking Accessibility to the Hospital (Free Car Parks are Highlighted)

Time	Charge
30 minutes	Free
Up to 3 hours	£3.10
3 to 6 hours	£4.00
6 to 12 hours	£6.00
Over 12 hours and up to 24 hours	£10.00
7 day concession	£10.00

Table 7: Hospital Car Parking Charges

## 5 Parking Data Analysis

5.1.1 Arrival patterns by day and month are shown in Figure 21 and the average fees by time of day are shown in Figure 22. In Figure 21 the impact of August arrivals can be observed, in particular on Sunday/Monday. Arrival patterns across other days remain relatively stable. Another point to note is the consistent number of arrivals after 6pm-8pm.

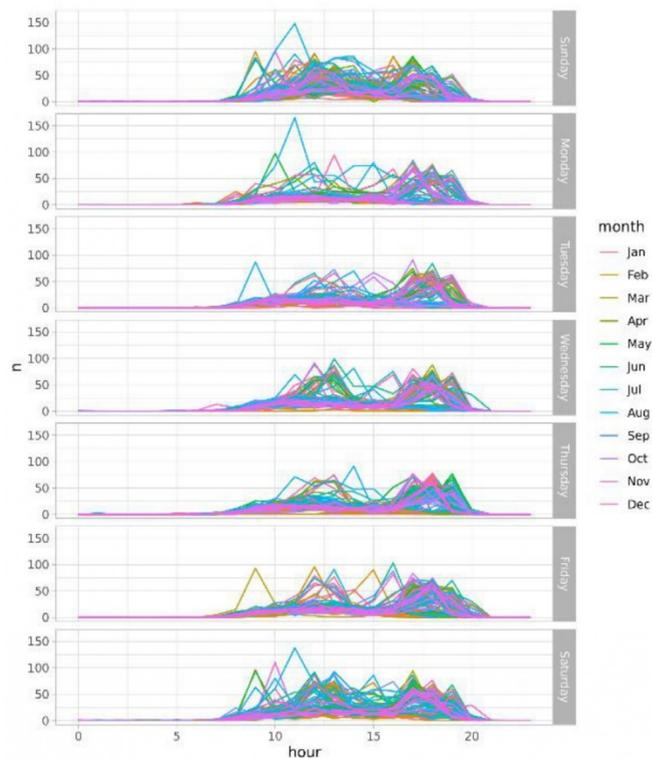


Figure 21: Arrival Patterns by Day

5.1.2 Figure 22 shows a large peak of ticket purchases at the start of the day which possibly represents people purchasing day-long parking.

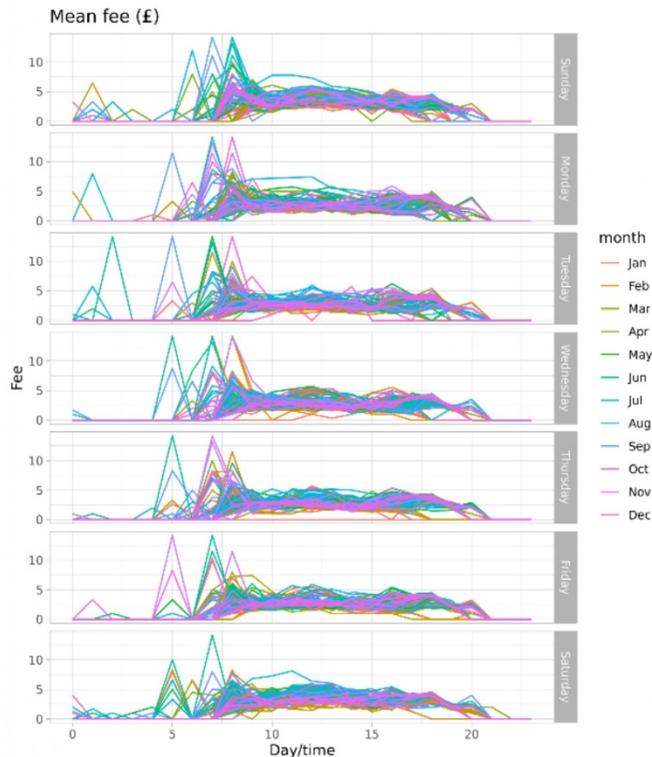


Figure 22: Mean Fee by Time of Day and Month

5.1.3 Figure 23 shows the number of arrivals by day across the year. This seasonal overview, indicates limited seasonality in the arrival patterns (i.e. there is a consistent pattern of arrivals across the year) other than August Bank Holiday where arrival spike significantly (double the non-August average).

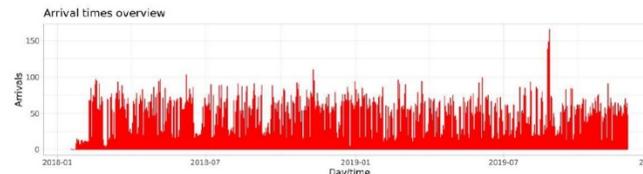


Figure 23: Arrivals by Day Across the Year

5.1.4 Figure 24 shows the mean occupancy by day and month for the measured car parks. Once again, increased occupancy over the August Bank Holiday can be observed.

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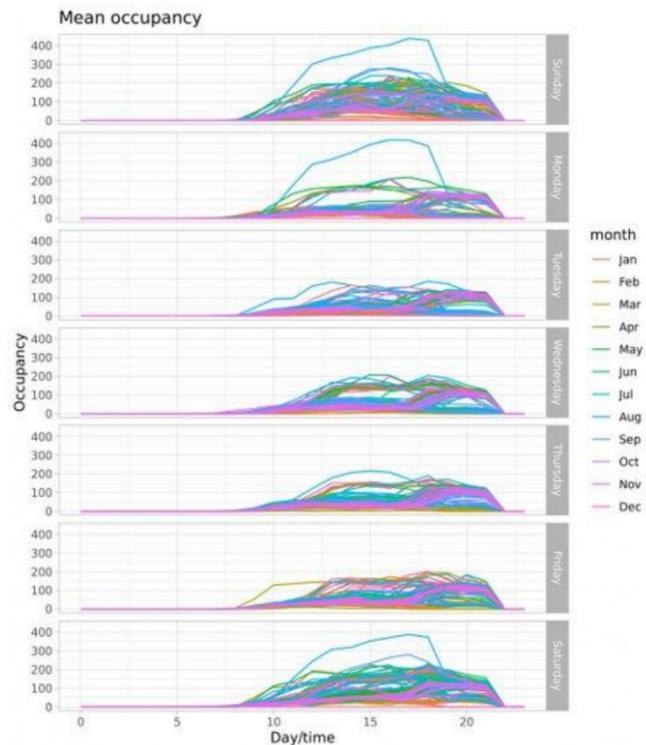


Figure 24: Mean Occupancy by Day and Month

5.1.5 **Visitor Patterns:** There are approximately 6.5 million visitors to Southend annually. An Intercept study carried out during the Steer study showed that 69% of visitors sampled had travelled from an SS postcode (Steer, 2018). The Origin / Destination patterns captured by this survey are shown in Figure 25 and Figure 26.

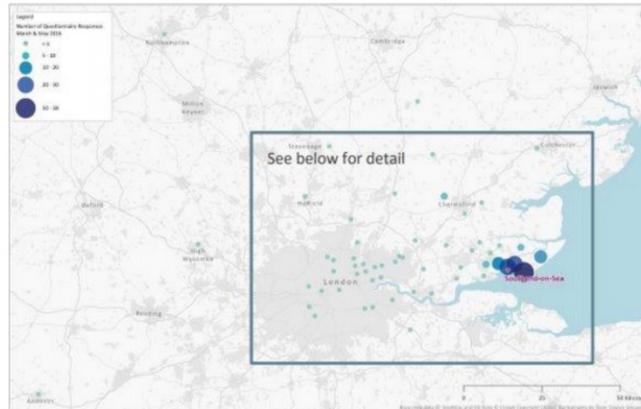


Figure 25: Patterns of Arrivals to Southend (Source: Steer)



Figure 26: Patterns of Arrivals to Southend (Source: Steer)

5.1.6 This information can be compared to patterns of trips to Brighton using data from Visit Brighton. There are approximately 11 million visitors to Brighton annually, Table 8 shows the breakdown of the locations from which they come from. This indicates a larger proportion of visitors from outside Brighton than observed within the Southend intercept survey.

	All visitors 2018	All visitors 2016	Day visitors from home	Day visitors on holiday	Staying visitor
South East	233	24%	23%	41%	14%
London	201	20%	17%	33%	15%
South	78	8%	4%	14%	4%
South West	52	5%	7%	4%	6%
East Midlands	47	5%	3%	2%	7%
East Anglia	36	4%	3%	2%	5%
West Midlands	25	3%	4%	1%	3%
North West	31	3%	3%	1%	5%
Yorkshire	31	3%	3%	<1%	5%
North East	16	2%	2%	<1%	2%
Scotland	15	2%	2%	<1%	3%
Wales	13	1%	2%	<1%	1%
Northern Ireland	6	1%	<1%	<1%	-
Outside UK	201	20%	26%	-	28%
<b>Total</b>	<b>985</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Table 8: Distribution of Origins to Brighton (Source: Visit Brighton 2018)

5.1.7 **Analysis of Repeat Purchases:** Using the data collected from monitored car parks, equipped with ANPR, we are able to plot the activity of repeat visitors using similar vehicles. The results of this analysis are shown in Figure 27 and Figure 28. This analysis shows that the majority of activity in the monitored car parks is by visitors returning fewer than 20 times a year. Figure 28 shows a more specific picture for some of the more prominent car parks of the area.

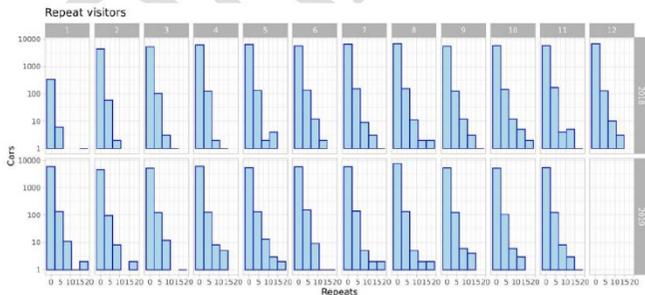


Figure 27: Repeat Visitors to Southend Monitored Car Parks Equipped with ANPR

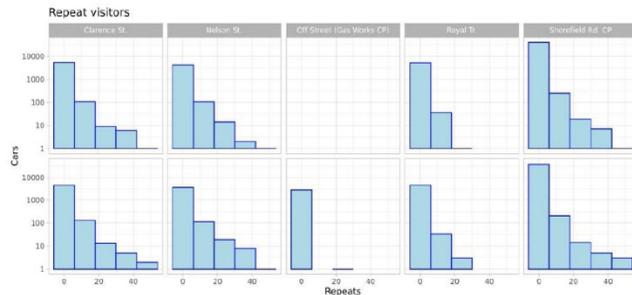


Figure 28: Repeat Visitors to Selected Car Parks

5.1.8 According to the Smartfolio system, £561,771 was paid by people who made more than 20 visits in FY2018/2019. We can use the system to analyse the revenue attributable to visitors based on the number of repeat visits as shown in Table 9. This shows that the revenue currently derived from repeat visits is low relative to the overall. This leads to the key question of what effect would greater use by residents have on displacing customers that currently make up the bulk of income.

Number of Repeat Visits	Revenue from these customers
<b>20 or more</b>	<b>£561,771</b>
<b>24 or more</b>	<b>£467,329</b>
<b>30 or more</b>	<b>£360,941</b>
<b>36 or more</b>	<b>£291,064</b>
<b>48 or more</b>	<b>£197,949</b>

Table 9: Revenue Attributable to Repeat Visits Based on Number of Repeats

## 6 Scenario Modelling

6.1.1 In order to support the exploration and modelling of parking tariff options we first developed a framework focused around four scenarios. The scenarios were developed based on the Southend 2050 vision and are detailed in Figure 29. The scenarios focus around 4



Figure 29: Scenario / Options Framework for Parking Tariff Modelling

### 6.2 Method

- 6.2.1 In order to model the impact of changes to parking tariffs we implemented a 2-stage model. The model uses price-elasticity relationships documented within Lehner 2018. This paper undertakes a meta-analysis of 50 parking studies and provides extensive analysis related to the price elasticities observed across these studies. Stage 1 of the model applies a price-elasticity model to parking zones – i.e. the model takes existing demand for a zone and uses the price-elasticity relationship to evaluate expected changes in demand based on changes in averages price.
- 6.2.2 The second stage of the model allows us to disaggregate demand back to individual car parks within a zone if needed using a generalised cost model. Figure 30 provides an overview of this approach. It is important to note that this model does not apply to free car parks (behavioural responses would be expected to be different where a free car park is changed to paid – a good example of this effect is the recent 5p tax on plastic bags). As a result, free car parks are either grouped into a zone and the overall weighted average price considered, or treated as a free zone and an average level of occupancy assumed.

### Stage 1: Zone-Based Price Elasticity Model

### Stage 2: Within Zone Utilisation Model



Figure 30: Overview of Revenue Model

6.2.3 Finally, the model above does not allow us to explicitly model monthly permits. Due to the complexity of the behavioural response to a monthly resident’s permit, The Monthly Permit Analysis in the first instance evaluates the worst case scenario – i.e. the loss of revenue under the assumption of 100% displacement. We can calculate the maximum revenue impact by using the assumption that each resident car displaces another vehicle that would otherwise use the car park on standard tariffs. We also calculate the risk that utilisation within the Borough severely impacts car park capacity. Based on current assumed usage, this risk certainly rises with the % of vehicles registered reaching a critical level at 10% uptake.

### 6.3 Scenario Analysis

6.3.1 **Option 1: Town Centre and Seafront Economy**

Car park charging is one of a complex set of factors influencing business activity in town centres, willingness to travel and disposable income available to spend. While often being perceived by businesses as a key driver of town centre activity, there is very little robust evidence that links car parking strategies to town centre footfall (MRUK, 2015). Recent challenges to town centres include online retail, out-of-town shopping and demographic changes and, in addition, alternative modes of access can be considered as having an important role to play (Flusche, 2017). Car park pricing strategies must therefore be seen as part of a holistic package of measures to create a vibrant town centre.

6.3.2 Potential adverse impacts of policies must also be considered – for example the general availability of spaces can be felt by visitors as being more important than price in terms of the decision to visit (Yorkshire Forward, 2007). Policies need to balance the inducement of visitors with increased use of limited capacity by workers or commuters.

6.3.3 Two strategies have therefore been explored under this theme offering different approaches, risks and revenue outcomes:

- A Southend-wide low-cost parking permit to encourage residents to stay within the Borough;
- A tiered pricing strategy to induce footfall through and within the town centre.

6.3.4 **Assumptions:** The assumed average cost per zone for the tiered pricing strategy are shown below:

New Zones	Total Zone Capacity (Off Street)	Total Zone Capacity (On Street)	New Weighted Average Cost per Hour
Zone 1a - Seafront Premium	1599	108	£2.10
Zone 1b - Seafront	495	1130	£1.45
Zone 2a - Town Centre (North)	1570	152	£0.50
Zone 2b - Town Centre (South)	950	0	£1.70
Zone 3 - Shoeburyness	609	21	£1.40
Zone 4 - Leigh-on-Sea	413	141	£1.35
Zone 5 - Southend North	199	0	£1.00

6.3.5 A summary of results is shown below:

Evaluation Criteria	Impact Summary
<b>Vibrancy</b>	Vibrancy can be supported in a number of ways. It is essential to ensure car park tariffs do not induce misuse by residents at the expense of visitors.
<b>Revenue</b>	In 2018/19 £561,771 of revenue was generated from car park users making more than 20 repeat visits. If full displacement is assumed, revenue loss under the low-cost parking permit could be between £245,000-£521,000 even at a modest uptake by residents. Alternatively, a tiered pricing strategy could stimulate Town Centre footfall by 350 per day, while also modestly increasing revenue. At a minimum, we recommend a phased roll-out of any new resident permit to 1,000 to provide time to evaluate driver behaviour.

<b>Congestion</b>	Congestion impacts will depend on the degree to which residents and visitors are encouraged to make additional trips. A tiered pricing strategy is most likely to incentivise congestion-reducing behaviours.
<b>Physical Activity</b>	The low-cost residents permit may discourage physical activity.
<b>Equity</b>	Many lower income households within Southend do not have access to a car and are therefore unlikely to benefit as much from a low-cost permit as wealthier households further away from the town centre.
<b>Capital Cost</b>	30 new P&D machines are expected to be required at a cost of £120,000.

6.3.6 **Option 2: Reducing Congestion**

Data demonstrates that within the Town Centre 30%-60% of households do not own a car, whereas in Thorpe Bay, Leigh-on-Sea and on the outskirts of the borough, 30%-60% of households are likely to own 2 or more cars. Policies expected to offer the greatest benefits to congestion reduction are those that mitigate against the use of car-based trips within the Borough (e.g. short-distance trips) and incentivise visitors to avoid key bottlenecks.

6.3.7 To examine this outcome a tariff structure that incentivises drivers to avoid Queensway and the central seafront is explored. Further consideration could be given to traffic / demand management / park and ride on the A127.

6.3.8 **Assumptions:** The assumed average hourly costs per zone for the reducing congestion strategy are shown below:

New Zones	Total Zone Capacity (Off Street)	Total Zone Capacity (On Street)	New Weighted Average Cost per Hour
Zone 1a - Seafront Premium	1599	108	£2.50
Zone 1b - Seafront	495	1130	£1.45
Zone 2a - Town Centre (North)	1570	152	£1.80
Zone 2b - Town Centre (South)	950	0	£2.10
Zone 3 - Shoeburyness	609	21	£1.40
Zone 4 - Leigh-on-Sea	413	141	£1.35
Zone 5 - Southend North	199	0	£1.00

6.3.9 Option Summary:

Evaluation Criteria	Impact Summary
<b>Vibrancy</b>	Strategies can be developed which maintain vibrancy while minimising vehicle trips by ensuring accessibility via a range of modes and additional policies to strengthen the town centre offer and environment.
<b>Revenue</b>	Strategies have been identified that could both reduce congestion (by 1,776 vehicles per day) and at the same time increase revenue (by approx. £650k).
<b>Congestion</b>	Car park pricing should again be part of a holistic package of measures to minimise congestion. Simplification of tariffs will enable clearer communication and management.

<b>Physical Activity</b>	Congestion-minimisation strategies are expected to be aligned with those that support physical activity.
<b>Equity</b>	Southend has good accessibility across a range of modes and this strategy is expected to provide a suitable mix of parking offers for residents.
<b>Capital Cost</b>	30 new P&D machines are expected to be required at a cost of £120,000.

6.3.10 **Option 3: Encouraging & Supporting Active Lifestyles**

The Active & Involved Outcome seeks to encourage more people have active lifestyles and to reduce the number of people who do not engage in any physical activity. Residents of Southend have relatively good accessibility across the borough by public transport – the town centre in particular is within 30 minutes walk of 5 train stations. Cycling accessibility to these central locations is also relatively good with access through to Thorpe Esplanade and Chalkwell within 30 minutes. There is therefore strong potential to incentivise further walking and cycling through tailored pricing strategies.

6.3.11 Assumptions: The assumed average hourly costs per zone for the reducing congestion strategy are shown below:

New Zones	Total Zone Capacity (Off Street)	Total Zone Capacity (On Street)	New Weighted Average Cost per Hour
Zone 1a - Seafront Premium	1599	108	£2.50
Zone 1b - Seafront	495	1130	£1.45
Zone 2a - Town Centre (North)	1570	152	£0.50
Zone 2b - Town Centre (South)	950	0	£2.10
Zone 3 - Shoeburyness	609	21	£0.50
Zone 4 - Leigh-on-Sea	413	141	£1.35
Zone 5 - Southend North	199	0	£0.50

6.3.12 Option Summary:

Evaluation Criteria	Impact Summary
<b>Vibrancy</b>	City Science’s White Paper, ‘Activating the City’ consolidates the evidence around the potential positive impacts of active travel on economic centres.
<b>Revenue</b>	Strategies that could increase active trips by up to 1,700 per day have been identified. These strategies result in a loss of revenue of approx. £140k.
<b>Congestion</b>	Strategies that support physical activity, in particular from the outskirts of the borough, are expected to be aligned with strategies aimed towards minimising congestion.
<b>Physical Activity</b>	While accessibility has been mapped as part of this work, path quality has not been audited. Pricing strategies combined with infrastructure enhancement for active travel (e.g. LCWIPs) and other behaviour support measures are likely to have most benefit.
<b>Equity</b>	Southend has good accessibility across a range of modes and this strategy is expected to provide a suitable mix of access options for residents.
<b>Capital Cost</b>	30 new P&D machines are expected to be required at a cost of £120,000.

6.3.13 **Option: Maximising Utilisation & Reinvestment**

Southend-on-Sea Borough Council currently maintains 65 car parks as part of its portfolio. In this study we have used available data to identify the occupancy of both car parks and the proposed zones (note: where car parks are currently free, no data is available) – this shows that utilisation of these assets varies through the Borough. Pricing can be targeted to increase expected utilisation, and generate additional income for reinvestment. Any additional income could be used directly to improve the quality of the car parks or alternatively to invest in other improvements – for example to strengthen the visitor offer or to resource additional marketing campaigns.

6.3.14 Assumptions: The assumed average hourly costs per zone for the reducing congestion strategy are shown below:

New Zones	Total Zone Capacity (Off Street)	Total Zone Capacity (On Street)	New Weighted Average Cost per Hour
Zone 1a - Seafront Premium	1599	108	£2.10
Zone 1b - Seafront	495	1130	£1.45
Zone 2a - Town Centre (North)	1570	152	£1.80
Zone 2b - Town Centre (South)	950	0	£1.70
Zone 3 - Shoeburyness	609	21	£1.40
Zone 4 - Leigh-on-Sea	413	141	£1.35
Zone 5 - Southend North	199	0	£1.00

6.3.15 Option Summary:

Evaluation Criteria	Impact Summary
<b>Vibrancy</b>	Benefits from increased utilisation could be reinvested in strengthening the visitor offer. As a result, impacts on vibrancy will depend on the investment priorities from any additional income.
<b>Revenue</b>	Maximum utilisation strategies have been identified which increase car park income by approx. £825k in addition to the benefits from tariff rationalisation.
<b>Congestion</b>	Under this scenario utilisation is increased, indicating a higher number of vehicle trips. However, more balanced utilisation is expected to divert traffic to car parks further away from the Town Centre and Sea Front zones, thus benefiting congestion in these areas.
<b>Physical Activity</b>	Under this scenario utilisation is increased, indicating a higher number of vehicle trips overall. However, higher pricing of existing high occupancy car parks is likely to incentivise increased walking and cycling trips by residents.
<b>Equity</b>	Southend has good accessibility across a range of modes and this strategy is expected to provide a suitable mix of access options for residents.
<b>Capital Cost</b>	30 new P&D machines are expected to be required at a cost of £120,000.

## 7 References

City Science. (2017). *Activating the City*.

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## **Appendix 2: Southend Pass**

The Southend Pass is a Member led initiative, creating a new parking permit concession, designed to incentivise and support residents to access local retail and leisure offerings, encouraging increased local economic activity, making Southend more accessible and inclusive.

Subject to the references in the Report, and associated Financial Implications, it is proposed the Southend Pass be brought forward as follows.

- a) Be introduced for an initial 12-month trial period
- b) Offer a period of parking of up to 3 hours, in any Zone as many times a day as required
- c) For example, a driver can park for one 3-hour session in Zone 1, and then another 3 hour session in any other Zone, within a single 24 hour period.
- d) Southend Pass holders cannot use the pass multiple times within a single zone, within a 24 hour period.
- e) Be valid for use in any Off-Street Car Park and On-street Pay & Display location
- f) Be valid for use in any individual vehicle which is registered to a residential property within Southend and other boroughs (for the 12-month trial)

The Southend Pass will be made available at an introductory administrative fee of £8.50 (inclusive of VAT per month), plus a £0.05 individual transaction fee (Mobon app only).

Customers who require a clock will be provided with one at no additional cost, replacements will be subject to an administration cost of £10.

That the Council meets the licence costs of £30,000 for a one-year trial period.

The trial period will be used to monitor the overall impact of the Southend Pass and an evaluation on a quarterly basis will be undertaken in consultation with the Portfolio Holder and relevant Executive Directors which could result in further recommendations coming back to Cabinet to make changes to the scheme during the trial period.

A final comprehensive evaluation report will be bought back to Cabinet following the conclusion of the trial period.

### Implementation

If approved, the Council will deliver the Southend Pass from April 2021, with a marketing campaign using the Council media strategy and promoting via press releases, social media, and direct contact with customers.

## **Use of the Southend Pass**

Southend Pass holders will be able to use their pass either:

- Digitally using the Mobon pay by phone application
- Manually using a clock, similar to those used by Disabled Blue Badge Holders.

Digital users will be able to create a parking session in the normal way, and where a valid Southend Pass is active, the discount will automatically be applied. If additional parking time is required, customers will be able to purchase this at the standard rate.

Manual customers will be required to set their time of arrival on the clock, and where additional parking time is required, they must either use a pay and display machine or the Mobon application to purchase this at the standard rate, or in a residential permit parking area, use a visitor scratch card.

The Southend Pass can be used in any permit parking, pay and display or off street car park.

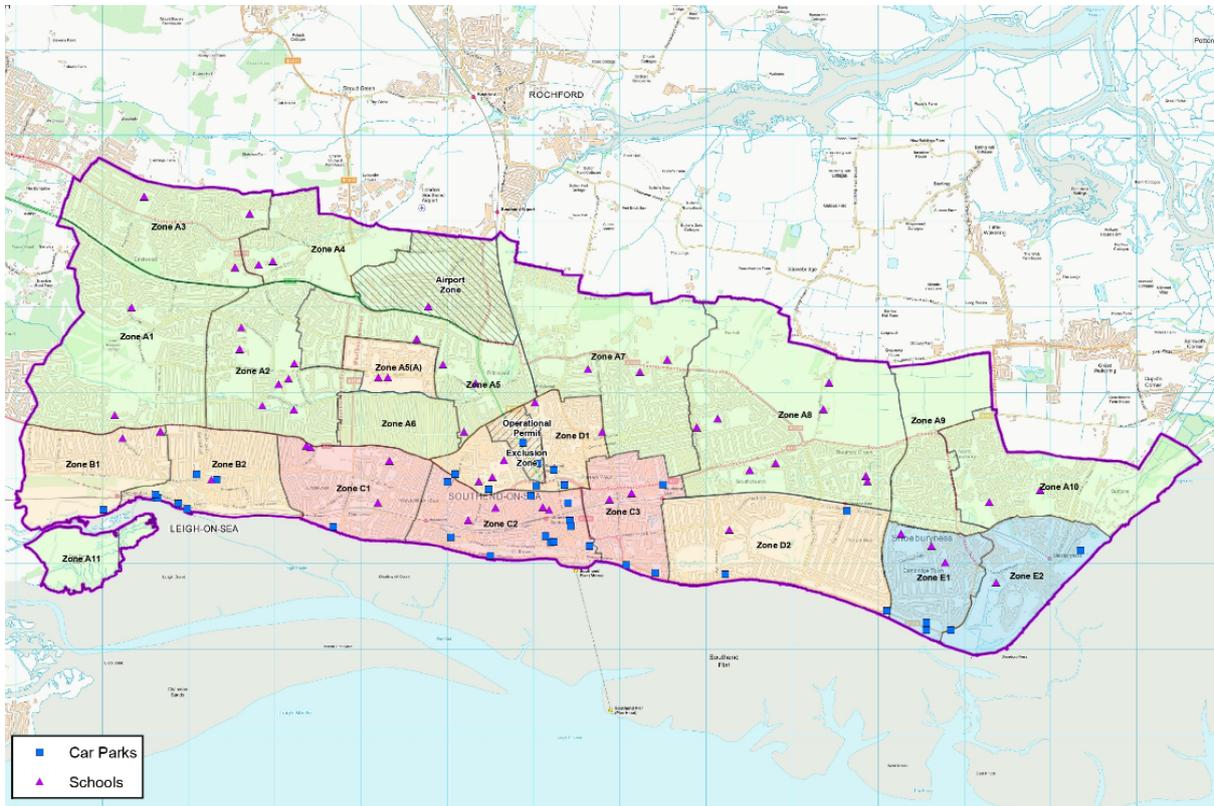
During the initial trial period, it is not anticipated there will be a restriction on use in areas of high demand, however, these areas will be monitored for adverse effects which will be reported back to Cabinet, along with updated recommendations if required.

## **Enforcement**

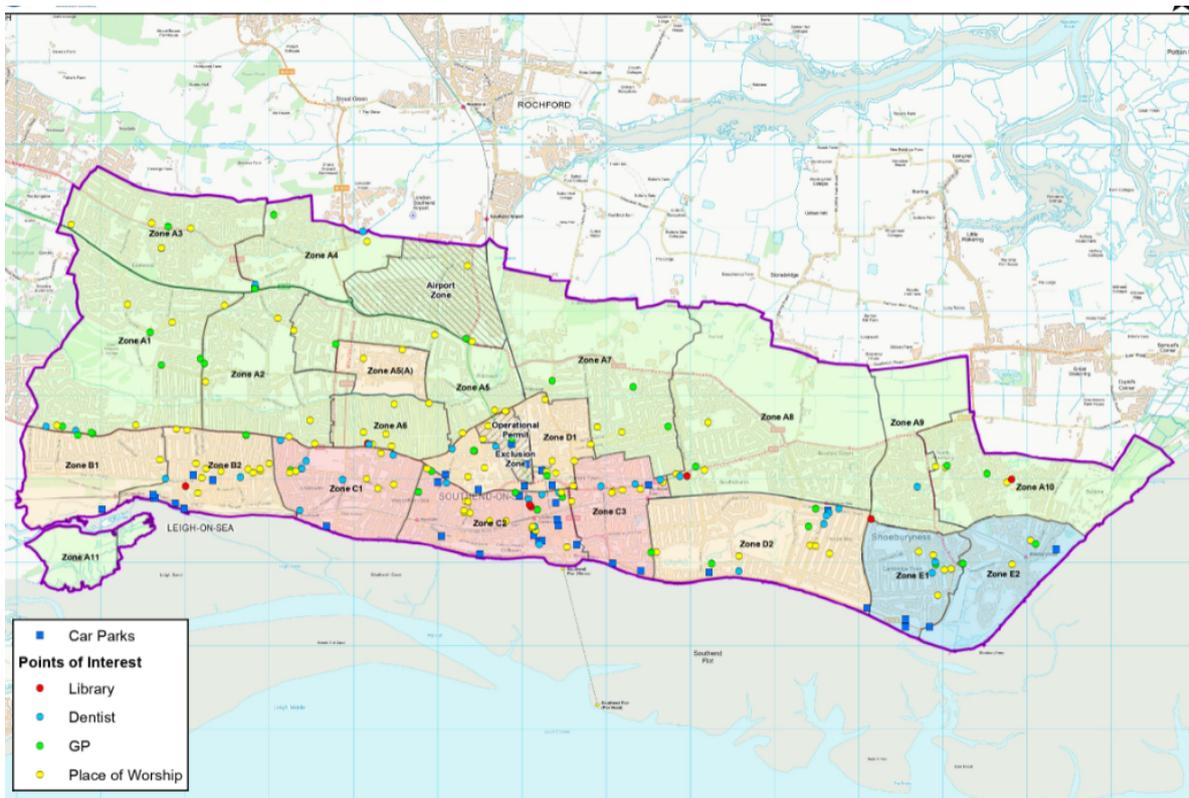
The Council Civil Enforcement Officers will enforce misuse of the Southend Pass, or other parking contraventions in the normal manner. Contraventions such as failure to display a clock or adjusting the time of arrival may result in a penalty charge notice being issued.

## Appendix 3: Asset Maps

### Schools and Car Parks



### Libraries, Dentist, GP's, Places of Worship



# Southend-on-Sea Borough Council

Agenda  
Item No.

Report of Executive Director (Children & Public Health)

to  
**Cabinet**

on

**15th September 2020**

Report prepared by:  
Amanda Champ, Head of School Performance and Provision  
Service

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**Proposal to seek permission to consult on a potential amalgamation of Chalkwell Hall  
Infants School and Chalkwell Hall Junior School**

**People Scrutiny Committee**  
**Executive Councillor: Councillor Anne Jones**  
Part 1 (Public Agenda Item)

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## **1. Purpose of Report**

- 1.1. The purpose of this report is to set out the current situation regarding Chalkwell Hall Junior and Infants schools.
- 1.2. Should Cabinet decide to proceed to consult on a potential amalgamation, subsequent decision papers will be brought back later in the year on the outcomes of the consultation, which in turn may lead to a subsequent decision to proceed with an amalgamation, or not.

## **2. Recommendations**

- 2.1. **Cabinet is asked to decide if they would wish to proceed to a formal consultation on the potential amalgamation of Chalkwell Infants School and Chalkwell Junior School.**

## **3. Background**

- 3.1. Chalkwell Hall Infants and Chalkwell Hall Junior schools are both Local Authority (LA) maintained schools, co-located on a single site, and both are currently judged by OFSTED as "good". The current numbers for the two schools are 360 and 480 respectively. The shared site is very compact, especially in the shared playground and external spaces. The Headteacher of the Junior School has resigned with effect from the start of the Autumn Term 2020. There is currently a Headteacher at the infant school, and the junior school will put interim leadership arrangements in place during any transition period, supported by the LA.
- 3.2. As with any change in leadership of a LA maintained school, the recent resignation of the Head Teacher of Chalkwell Hall Junior School triggered a review of the potential leadership options going forward by the LA, including whether the potential amalgamation of both schools should be considered, in the best interests of the pupils and community.

- 3.3. The current Council policy (2012) indicates that wherever possible, where separate infant and junior schools are co-located on the same site, they should be amalgamated. In the vast majority of similar circumstances, it is considered beneficial for pupils and families to proceed with amalgamation for the reasons set out below (3.6), although the sensitivities of the process are recognised.
- 3.4. Following the resignation, the LA approached and asked both Governing Bodies for their views on a potential amalgamation. In addition views were sought from both the Cabinet Member for Children and Public Health, the Shadow Portfolio Holder and the three ward members.
- 3.5. It should be noted that these discussions were undertaken to assess the initial views of both schools on the potential amalgamation, as prescribed in the Department for Education's Statutory guidance on 'School organisation: local-authority-maintained schools'. These discussions do not form part of or replace any formal consultation process.

3.6. **Benefits of a potential amalgamation**

The benefits of amalgamation fall into two main areas: that of benefits to pupils/families and school organisation and efficiency

**Pupil/family level benefits**

- There is clear evidence that by minimising the points of transition between two schools (amalgamation), outcomes for pupils improves over time. This is as a direct result of strengthened opportunities for a consistent curriculum progression and continuity of teaching practices.
- Under a single and unified new Governing Body, vision, policy and practice would be uniform across the primary school
- Parents at the end of year two will no longer need to apply for admission to the junior school

**Organisation and efficiency**

- There would be expected efficiencies of staffing and resources across the single school, leading to enhanced opportunities for teaching and learning
- Expertise currently in the schools could be better targeted across the full primary age range, allowing for greater career progression for staff

In recognising the benefits to pupils and families, the process of consultation can inevitably create a period of uncertainty within the community and for staff.

## 4. Process for Consultation

4.1 **Consultation process for amalgamation.** Officers are seeking Councils agreement to consult on the amalgamation of Chalkwell Hall Infant and Chalkwell Hall Junior Schools. This involves the closure of one school, and increasing the establishment age range of the other school to become a primary school serving children from 5-11years.

4.2 The **first stage** would be to consult the community and relevant parties in the local area. The consultation must contain sufficient information (as outlined in statutory guidance), for interested parties to make a decision on whether to support the proposed change. This consultation would be over a four week period during term time in November 2020.

4.3 A report would then be brought back to Cabinet (January) with an evaluation of the consultation and a recommendation to Council to either continue as is with a separate infant and junior school and make no changes; or proceed to **stage two** (publication), publish the local authorities proposal to amalgamate the schools and publish a statutory notice.

- 4.4 Within one week of the date of publication on the website, a copy of the proposal and the information set out above is also sent to the Secretary of State, both Governing bodies and any other appropriate body.
- 4.5 During this period, the local authority would consult the parents, prospective parents, staff, trade unions and interested members of the local area (**stage three** representation). Links to the proposal and consultation portal would be shared on the two schools websites. In previous amalgamations representation has been organised through LA led meetings held at the two schools. Due to COVID 19 and social distancing an alternative virtual platform may need to be used for this process. The representation period must last for at least 4 weeks during term time. It is envisaged that this would commence in January 2021 should Council decide to proceed.
- 4.6 No final decision on amalgamation would be made until the wider representation feedback has been evaluated and reported back to Cabinet for their final decision (February 2021).
- 4.7 **Stage four** (decision). The Local Authority MUST make a decision on the proposal to amalgamate within two months of the end of the representation period. The closing of a community infant and junior school and the establishment of a new community primary school is the decision schools adjudicator. Notification of the decision and reasons for it, are sent within one week of making a determination to the LA and the Secretary of State.
- 4.8 In addition, consideration would need to be given to the recruitment to the substantive Headteacher role. The Infant school has a current serving Headteacher who would be eligible to apply for the all through Primary School. This may or may not involve external recruitment depending on circumstances. The recruitment and transfer phase cannot start until the final decision to amalgamate has been made, which in turn will take approximately an additional three months at the earliest.
- 4.9 In reality, if everything falls into line, the new, unified, amalgamated all through primary school under the leadership of a new Headteacher will in all likelihood be up and running for September 2021.

## 5 Other Options

- 5.1 The two schools could remain separate entities with their own separate DfE numbers and separate governing bodies as currently constituted.
- 5.2 The schools could consider academy status.

## 6 Reasons for Recommendations

- 6.1 It is the Council's policy that Infant and Junior Schools on the same site should consider potential amalgamation when an appropriate opportunity arises. For the reasons stated above, the benefits to pupils and families at this stage warrant further consideration of amalgamation through the consultation.

## 7 Corporate Implications

- 7.1 **Contribution to the Southend 2050 Road Map**  
An amalgamation will strengthen improved pupil outcomes for pupils and fits well into the ambition of opportunity and prosperity that our children are school and life ready and young people are ready for further education, training or employment.

## 7.2 Financial Implications

Individual school delegated budgets are allocated by the local authorities locally agreed formula. This budget is calculated mainly through an allocation linked to the number of pupils in the school. Included in the formula are also a number of specific lump-sum allocations. When schools amalgamate, the previous system of separate budgets for each of the former school ceases and the amalgamated school is allocated one delegated budget. The amalgamation of separate infants and junior schools into primary school would result in a reduction in leadership costs due to the amalgamated school having one Head Teacher post. There may be redundancy costs incurred if the current head teacher of the infant school were not successful in being appointed as the new primary school head teacher.

## 7.3 Legal Implications

The consultation when considering the amalgamation of schools is a statutory requirement. Statutory guidance sets out what local authorities must do to comply with the law.

## 7.4 People Implications

All staff, parents and the local area will have an opportunity to contribute to the consultation and have their views considered.

## 7.5 Property Implications

Both schools are Local authority maintained schools and as such there is no change to the ownership of the school buildings.

## 7.6 Consultation

The local authority (as the admission authority for community schools) must consult where it proposes to amalgamate schools as outlined above.

## 7.7 Equalities and Diversity Implications

Any formal consultation will be carried out in line with the Equality Act 2010, ensuring that there is no discrimination to any of the protected characteristics.

## 7.8 Risk Assessment

An equality impact assessment will be scheduled as part of the consultation process

## 7.9 Value for Money

Amalgamation is likely to see a reduction in overall staffing costs, allowing greater use of budgets to be spent on achieving better outcomes for children

## 7.10 Community Safety Implications

None envisaged.

## 7.11 Environmental Impact

None envisaged

## 8 Background Papers

None

## 9 Appendices

None

# Southend-on-Sea Borough Council

Agenda  
Item No.

Executive Director (Finance & Resources)

To

Cabinet

On

15 September 2020

Report prepared by:

Joe Chesterton – Executive Director (Finance & Resources)

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## Enabling Major Projects and Recovery

Policy and Resources Scrutiny Committee

Cabinet Member: Councillor Ian Gilbert and Councillor Ron Woodley  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

To reconfigure existing and secure additional resources to enable delivery of the Council's major projects and recovery journey, to support the delivery of the 2050 Ambition, refreshed roadmap, outcomes, administration recovery priorities and to support the financial challenge faced by the Council to ensure that the Council's corporate support is appropriately resourced for the future.

### 2. Recommendations

That Cabinet;

- 2.1 Approve the additional permanent resources required for this increased staffing capacity of 10 FTE at a revenue impact of £497,000 pa and to be included as part of the budget setting for 2021/22 onwards;
- 2.2 Approve that the estimated requirement to establish the new arrangements and any part year effect of recruitment up to £150,000 in 2020/21 is to be funded from the Business Transformation Reserve;
- 2.3 Note that consultation will be undertaken with the officers affected in line with employment law and the Council's HR Policies;
- 2.4 Note that a combination of internal and external recruitment will be arranged to fill the posts required.

### **3. Background**

#### **Context, Rationale and Proposal**

3.1 The Council has set out its ambitions for the future recovery and growth of the borough through the 2050 Ambition, refreshed roadmap, key outcomes and administration priorities. This represents an ambitious and challenging short, medium and long-term agenda for the Council that requires appropriate corporate resource to ensure its delivery. Southend-on-Sea's recovery and growth depends on the successful implementation of several key projects including:

- Addressing the Council's medium term financial sustainability challenge
- Achieving the key milestones contained within the Southend 2050 refreshed road map and priority outcomes
- Airport Business Park
- Delivering our climate change agenda and local ambition
- Regeneration of the High Street
- Seaway Development
- Better Queensway Programme
- Roots Hall/Fossets Farm Development
- Delivering our extensive Housing and Regeneration Pipeline, through a combination of in-house development, PSP Southend LLP and various bespoke joint ventures
- There is also an urgent requirement to lead or partner in several complex procurements as well as the re-tendering and re-commissioning of existing council contracts to ensure better outcomes and value for money for local taxpayers.

3.2 The Council is facing a significant financial challenge over the medium term and it will be essential that appropriate staff capacity is in place to support and advise the organisation in working towards a financially sustainable position over that period. Key areas of this work will include a new commercial focus, a comprehensive value for money and benchmarking assessment of all services, business case appraisals for future investment, the implementation of a Council wide electronic contract management system, improving productivity and efficiency across the organisation and the need to provide effective financial management insight and support to all services. These changes, opportunities, new requirements and challenges faced by the Council come with risks that the Council needs to be aware of to inform its strategy and effective decision making.

3.3 Given the current financial situation for the Council, additional resources is not something which is sought lightly, however, securing the right skills, capacity and expertise will be essential for these services to support the proposed organisational changes and the delivery of the major projects identified. These additional resources will also enable the Council's drive towards financial self-sustainability by ensuring a clear, robust and more business focused approach is taken to the delivery of services and projects. This will help to reduce costs in key spending service budgets and enhance the drive to setting a sustainable Council budget by improving efficiency, productivity and value for money.

## Property and Commercial

- 3.4 Whilst a small development co-ordination team is proposed, the principle behind this is that the core team identified (which includes most of the current Better Queensway Project Management Office (PMO)) is incorporated in to a new PMO to co-ordinate the delivery of the wider Housing and Development Pipeline. This arrangement will draw on resource from across the organisation, as is currently the case for Better Queensway but also bring in and co-ordinate additional resources across further projects as their progress demands to ensure that learning is captured and developed, resource is flexibly allocated and projects are appropriately resourced throughout their delivery programme. The development element of the structure will be matrix-managed with regular reporting into the Directors for Property & Commercial, Regeneration and Business Development and Housing Delivery to ensure a truly corporate approach to the numerous and significant projects due to come forward. This resource will be supplemented with project-specific resources as required so that the capacity and skills of the team can be flexed to meet the demands.
- 3.5 Covid-19 and the Council's recovery plan will include a deep and thorough review of the way in which services are delivered and this in turn will have far reaching property and asset management implications. It will also require additional resource in to the Transforming Together change programme (TT), including WorkLife, as the Council transitions to become a more agile council in the long-term, fully embedding and developing the successes captured through the changes imposed during the pandemic and co-delivering change across the organisation. This will require close working and collaboration across the Council and in particular with the TT, ICT and Workforce Development teams through an agile and matrix-managed approach. This work will sit alongside further asset management analysis to map and deliver the necessary changes in the corporate estate to support the transition for the Council whilst ensuring the estate remains relevant, fit for purpose and appropriately sized and located.
- 3.6 The importance of commercialising the Council is also critical to charting a route through the financial challenges of Covid-19 recovery and generally. This workstream sits very neatly with WorkLife and enables the changes in service delivery and the way we work generally to also pick up the wider commercialisation agenda which is why the proposal brings together these two important areas with a modest additional supporting resource being proposed.
- 3.7 CIPFA was recently invited to review the property structure and resource in its entirety and as part of that work, it identified that compared with other organisations of a similar scale that *"The Strategic Asset Management function, Estates Management and Data Management are all under-resourced"*, commenting that *"the number of staff engaged on strategic asset management is very low....dedicated resource [is] required for this"*.
- 3.8 CIPFA also observed that *"Estate management staffing [is] light compared to other Councils even after considering vacancies"* and commented that the estate could do with more strategic challenge yet there is no resource to do this currently.

- 3.9 It is increasingly important that good quality property data is maintained and used to inform property and occupancy related decisions and this is a further area identified as being under resourced. CIPFA have commented that *“the Property Information Officer post vacancy needs addressing quickly as it’s consuming resource from other under-resourced areas”*.
- 3.10 The proposals increase the number of Full Time Equivalent (FTE) posts in scope across Asset Management, Development, Better Queensway and WorkLife from 8 to 12.

## Finance

- 3.11 The financial management and business partnering function has struggled with capacity and the recruitment of permanent staff over the past 18 months or so. Given the range of financial challenges faced by the Council it is critical that sufficient capacity, capability and commercial expertise is permanently secured to support the Council’s ambitious agenda. The Council is striving to achieve long term financial sustainability in a very uncertain and challenging operating environment. Providing appropriate financial challenge, commercial insight, support and high-quality advice to all Council services, whilst also enhancing other public and private sector investment into the local area will be essential ingredients for future success.
- 3.12 The Council’s existing accountancy business needs to be reconfigured and refocussed. This will require additional permanent resources to support the implementation of the key Housing and Development Pipeline, the 2050 Ambition, Major Projects and the delivery of better value for money outcomes for local residents. There is a need for extra capacity to support our local Climate change agenda to enable greater development and assessment of relevant revenue and capital business cases for investment. Specific dedicated financial expertise is also required to support our housing agenda, adult social care business and a new role to facilitate a greater emphasis on financial sustainability, commercial awareness and driving up value for money, efficiency and productivity across all services through the ‘Knowing Your Business’ programme.
- 3.13 The Council is experiencing significant financial challenges in Adult Social Care and Children’s Social Care, which is not uncommon across the whole of the local government sector. Additional specific dedicated financial support and advice is required in these areas to help turnaround the financial pressures being experienced. In addition, the requirements placed on the Council to deliver new housing at a significant annual rate needs appropriate professional financial assessment and advice on the various funding approaches that can be adopted and that relevant business cases are robustly assessed to protect the council.

- 3.14 To support delivery of these ambitions new focussed leadership of financial services is needed and the accountancy business requires three new Finance Business Partners (Housing, Adult Social Care and Corporate) to be created. It is estimated that additional resources will also be required to cover potential job evaluation changes for some existing roles. The new structure will complement the existing strengths and talent across the teams, supporting their professional development and encouraging them to reach their full potential.
- 3.15 The combined resources will enable specialist expertise to be targeted to the delivery of major projects and provide expert challenge and advice to all Council business leaders. The proposed combined package will lead to the creation of a new Assistant Director of Financial Services role to replace the current Head of Corporate Finance, 3 new Specialist Finance Business Partner roles and the deletion of 1 existing Senior Finance Business Partner position. This will increase the team by a total of 2 FTE. The proposals should help to attract and retain appropriately qualified and experienced finance professionals, which will also help to avoid / minimise the reliance on consultancy and interim specialist support.

### Procurement

- 3.16 It is essential given the number of ongoing major projects that Corporate Procurement is adequately resourced to support the business generally and oversee delivery of the existing revenue and capital funded projects within the Procurement Pipeline Plan and the Council's Capital Programme. Alongside this is the need to resource and successfully deliver and embed the Corporate Electronic Contract Management system which will ensure existing and new contracts are managed to a high quality and that the expected outcomes and value for money are realised. Over time, this project is expected to realise savings by securing improvements to how the Council commissions as well as how it negotiates, and evidences changes to contracts. Additional resource will ensure that Corporate Procurement can support the delivery of;
- Major Capital Projects / procurements
  - Major Revenue procurements
  - Driving Social Value with current and new suppliers through commissioning (working alongside the Redundancy Taskforce) to increase local employment opportunities and recruitment post and during COVID Recovery
  - Forward planning via the 3-year Procurement Pipeline plan
  - Focussed work with ICT on 100+ projects around systems' rationalisation across the Council- this again is expected to deliver efficiencies
  - Ensuring Southend 2050 outcomes are being delivered and embedded through commissioning and procurement processes.
- 3.17 To successfully deliver this programme 2 FTE roles are required within the Procurement Team to drive the following:
- Electronic Contract Management System and Delivery of the Contract Diagnostic recommendations
  - A temporary funded role to become a permanent role as opportunities to streamline and deliver savings through how we purchase ICT hardware, software, peripherals etc.

## Internal Audit

- 3.18 The expected requirements of the internal audit service in the future continue to evolve and the impact of Covid-19 is causing further consideration to take place. There is a growing requirement for better collaboration between risk functions (risk management, internal audit, procurement compliance and other risk functions) as organisations evolve to embrace the changes generated by the digital revolution. Risk functions are now being expected to be active participants, helping to achieve and protect the value of the organisation.
- 3.19 Risks are becoming increasingly complex and interconnected, and without close risk function collaboration it is possible that blind spots to risk will arise for key stakeholders in the organisation that can then impact on strategic, financial and operational initiatives, such as delivery of the 2050 Ambition, the associated outcomes, major projects and organisational transformation and change. Covid-19 and the Council's recovery plan is including a thorough review of the way in which services are delivered and this in turn will have risk and control implications that the Council will need to be aware of and make decisions about. As the Council's expectations about delivery of the 2050 Ambition increases, and it becomes ever more creative in its ways of working and the things it is trying to do, the risks associated with that are going to increase. That is not necessarily a bad thing, but does need to be done with a conscious awareness of that and what (if anything) we are going to do about it to keep the Council as safe as we can while doing these exciting things, and the Council transforms to become a more agile organisation, embedding and developing upon the achievements driven by the response to the pandemic.
- 3.20 The Council began to increase the connection of these elements by transferring responsibility for corporate risk management to the Head of Internal Audit and this has resulted in a new Risk Management Policy Statement and Strategy being approved by Cabinet. To implement, deliver and obtain the benefits of the updated strategy requires the introduction of some dedicated specialist, resource into the team through a Risk Management Officer, who would be able to support and challenge managers across the organisation to ensure they have properly considered and are aware of the risks they are facing and are inherent in their decisions and what mitigations / arrangements they have in place to prevent them from crystallising. Or whether they are consciously accepting the risks and are fully aware of what that could mean.

## Legal

- 3.21 There is an increasing requirement for legal support across a range of key regeneration projects such as Better Queensway, Seaway, Fossets etc. External legal advice is frequently required to support such projects and the cost is usually part of the capital budget to take these schemes forward. This arrangement will continue to ensure that the appropriate legal advice budget requirement is applied to the key regeneration schemes both existing and new ones.

- 3.22 In addition, a variety of one-off specialist legal advice is required throughout the year. Such work is responsive, rather than planned, and might include complex employment matters or contractual issues (e.g.TOVI plant). Essex Legal Services or external lawyers are then engaged to undertake this work. Such ad hoc specialist external legal advice needs to be funded as and when the one off issues arise and is individually assessed.
- 3.23 Separately, there is the need for additional in-house capacity to progress work for Covid-19 recovery and other routine project work across a range of Council services to ensure that timelines and delivery of projects is met. As an example as part of the Better Queensway project there is funding already approved for a solicitor to be engaged with regeneration experience - and expertise in contracts and procurement. The additional in-house solicitor post required will be to assist this post and support generally across the team including litigation and assisting with case work. In due course these additional posts should reduce the reliance on external support, be more cost-effective and provide internal resilience.

**4. Approach to organisational design**

- 4.1 The principles for the reconfiguration of corporate management are also to be followed that:
  - officer structures need to be flexible and able to scale when necessary
  - resource and skill flows to where the work and system demands
  - structure can adapt in an iterative way
  - the structure facilitates collaborative working and relationship building
  - matrix management is an important part of how we manage our resources.

4.2 The proposal will also need to align to the organisational design criteria set out previously and for ease of reference are as follows;

Criteria
Establish consistency in layers and spans of control
Future design/shape of teams will: <ul style="list-style-type: none"> <li>• Align behind 2050 delivery</li> <li>• Maximise innovation and technology</li> <li>• Use co-design and collaboration as a default (e.g. citizens, partners, members)</li> <li>• Build in flexibility and agility</li> <li>• Use a strength/asset based approach</li> <li>• Apply learning and research from others</li> </ul>
Apply organisational layers between 4-6
Apply organisational spans of control between 4-8 ( this might be higher depending on the nature of the work e.g. high volume, transactional functions may be as high as 20)
Push decision making to the lowest/safest level
Apply groupings to mirror job families e.g. Strategic, operational etc ( we will need to revisit these headings when the job family project is revisited)
Encourage self-managed teams and matrix management

- 4.3 In particular the proposal aligns behind the 2050 Ambition, refreshed roadmap, outcomes and administration recovery priorities, enables a strength-based approach through a flexible resource to enable focus on organisation and collective priorities with several core elements being built around the principles of co-design and matrix management.

## **5. Other Options**

- 5.1 None, or less additional resource could be agreed for these key areas. The risk with this option is that the service areas will continue to be under resourced and will not be well placed to drive and support the significant growth ambitions and recovery priorities of the Council and also to meet the significant financial challenge we now face over the medium term.
- 5.2 A reduced ambition and less priorities could be considered which could be met from within existing resources. The Council has however fully committed to the delivery of the 2050 Ambition, refreshed roadmap, outcomes and administration recovery priorities and is relying on these to drive the future recovery and growth of the Borough forward.

## **6. Reasons for Recommendations**

- 6.1 The recommendations enable the proposals and rationale for the proposals set out in section 3 of the report to be implemented. The recommendations enable, subject to successful recruitment, the Council to resource the corporate enabling services to manage services more effectively and to provide the required advice and support the organisation requires.

## **7. Corporate Implications**

- 7.1 Contribution to the Southend 2050 Ambition, refreshed Road Map, outcomes and administration recovery priorities.
- 7.2 Financial Implications

The proposed new arrangements would mean a total additional gross cost of £794,000. Some of this cost can be met through the Housing Revenue Account (HRA) and through the Capital budget. This funding amounts to £50,000 for the HRA and £247,000 for the Capital budget. This means that there is a net additional requirement on the revenue budget of £497,000 in a full year. For 2020/21, there will be a part year effect of circa £150,000.

The number of FTE across the teams below will increase from 78.08 to 88.08

	Total (£000)	Revenue (£000)	Capital/ External (£000)
<b>Current Staffing Budget across areas</b>	<b>4,331</b>	<b>4,281</b>	<b>50</b>
<b>New Requirements</b>			
Property & Commercial	410	153	257
Finance	160	120	40
Procurement	108	108	0
Internal Audit	53	53	0
Legal	63	63	0
<b>Additional Request</b>	<b>794</b>	<b>497</b>	<b>297</b>
<b>Total Full Year</b>	<b>5,125</b>	<b>4,778</b>	<b>347</b>

All budget figures are expressed inclusive of on-costs (pension and National Insurance).

The permanent funding in the table above will have a part year impact in 2020/21 and there will be some requirement to support the establishment of the new arrangements. An estimated requirement of £150,000 may be required and this can be met from the Business Transformation Reserve. The full year revenue impact of £497,000 will need to be included as part of budget setting for 2021/22 onwards.

The additional resources will over time also support the organisation to deliver savings, highlight new areas for review/reduction, identify cost avoidance opportunities in key services, establish and embed a more commercial and business orientated approach across the council with the intention of having a financially sustainable budget over the medium term.

The proposed additional resources explain will result in some service redesign and changes however it is not anticipated that this will result in any compulsory or voluntary redundancies. Primarily it is a growth strategy to support the Council to meet the demands of the financial challenge facing the organisation, the recovery journey from Covid-19 and to work towards the delivery of Southend 2050 outcomes.

### 7.3 Legal Implications

Employment law requires consultation with the officers affected by the proposals.

No Chief Officer Posts are affected having been established following the reconfiguration of corporate management at the end of 2019 therefore subject to agreement of the recommendations, all recruitment can be completed by the relevant officers.

#### 7.4 People Implications

The People implications are set out in this report. The impact on existing posts is limited as this is a necessary growth area where additional resource is required to deliver the challenging agenda.

#### 7.5 Consultation

Initial conversations have taken place with the teams directly affected by these proposals and will continue as part of any formal consultation process required

#### 7.6 Equalities and Diversity Implications

The Council's Human Resources policies which will be used to implement the new arrangements have been subject to the necessary equality analysis.

#### 7.7 Value for Money

One of the priorities within procurement and commissioning is the delivery of value for money and so to ensure best value, social value returns, high quality contract management and the delivery of the 2050 outcomes we need sufficient skills and resource to deliver this.

As mentioned above, Cipfa's review of the Property and Commercial area identified some areas which they demonstrated are under-resourced. These areas will be important in enabling the Council to right-size and rationalise its commercial and operational estates going forward, to improve data and support commercialisation and major projects.

### 8. Appendices

None

# Southend-on-Sea Borough Council

Report of Deputy Chief Executive and Executive Director  
(Growth & Housing)

To

Cabinet

On

15<sup>th</sup> September 2020

Report prepared by: Emma Cooney, Director of Regeneration  
and Growth

Age  
nda  
Item  
No.

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## Forum 2

Place Scrutiny Committee  
Cabinet Member: Councillor K. Robinson  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

The purpose of the report is to update Cabinet on the delivery of Forum 2 in the context of the economic impacts of the Covid-19 pandemic, and to seek Cabinet's agreement to the closure of the project in its current form, with the associated financial implications, as part of a joint decision with the College. The report also seeks agreement to the exploration of other routes to deliver the identified outcomes.

### 2. Recommendations

- 2.1 That the financial impact of the Covid-19 pandemic on project viability for Forum 2 is noted and that as a result, the project as is currently planned is brought to a conclusion;
- 2.2 That as a result of this, the associated capital expenditure budgets and their financing are removed from the current Capital Investment Programme;
- 2.3 That the £6m Local Growth Fund (LGF) money secured for the project is released back to South East Local Enterprise Partnership (SELEP) for re-investment across the SELEP area and the costs incurred to date (c£1.4m) are borne on a 50:50 basis by the Council General Fund and by South Essex College (the College) and that the Council's share of circa £700k is funded from the Business Transformation Reserve;
- 2.4 That the outcomes identified for delivery through the project are noted and officers are requested to undertake an options appraisal as to how these could be still delivered in an alternative way, and that £50,000 is set aside in the Business Transformation Reserve to support this work.

### **3. Background**

**3.1** The Forum development was always intended as a two phase project to deliver educational, cultural and wellbeing benefits to residents, visitors, students and businesses while adding vibrancy to the town centre. Forum 2 is a 2050 roadmap project (as set out in section 6.1), is identified in the Southend Central Area Action Plan (SCAAP) and is an anchor for Southend in the Thames Estuary Production Corridor proposition as part of the Thames Estuary. It is a project that both the Council and the College have been committed to for a considerable length of time.

**3.2** Outcomes to be enabled through the delivery of Forum 2 can be summarised as:

- Support the Southend economy, and particularly the cultural and creative sector, through skills development and provision of performance and workspace;
- Increase the opportunities for residents, visitors and businesses to engage with the cultural sector thereby improving quality of life;
- Investment in, and activation of, space in the town centre
- Anchoring Southend in the Thames Estuary Production Corridor<sup>1</sup>.

**3.3** The scheme received planning consent in November 2019 for a four storey development plus a basement. It was due to start on site summer 2020 with a view to opening for the September 2021 academic year and was to deliver a mix of teaching, commercial and gallery space including new creative and digital 'start-up'/co-working space for artists and local creative/digital businesses; contemporary and community art gallery; performing arts and music studios; computer music suites and a post-production room; commercial restaurant with associated professional kitchen; and general teaching rooms.

**3.4** Forum 2 was intended to contribute to the wider regeneration activity within Southend and would, in particular, be a key part of the reimagining of the town centre. It was intended to capitalise upon the success of the existing Forum facility and complete the transformation of Elmer Square into an attractive and innovative learning quarter within the heart of the town centre, which could be enjoyed by students and the wider community alike. It would also provide much needed academic teaching/learning accommodation, expansion of Focal Point Gallery and workspace for new business start-ups and would serve as a key driver of wider town centre footfall and spend through the enhanced cultural offer.

**3.5** At the beginning of June 2020 South Essex College made the Council aware of the impacts of the Covid-19 pandemic on its financial position as well as its future teaching requirements. There has been a significant financial impact in the College's 2019/20 financial year and it is predicted there will be an even larger impact for 2020/21 and beyond. Apprenticeship income, Higher Education, international and commercial work has all been severely curtailed or stopped all together.

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<sup>1</sup> The Thames Estuary Production Corridor is a collaboration by partners across Kent, Essex and London to create a world-class centre for creative and cultural production: leading global innovation, creating new jobs, developing local talent and supporting the rapid growth of the creative economy.

- 3.6** Whilst the College still requires the areas of teaching space to be delivered through Forum 2 (those where a high degree of in room learning is required), the Coronavirus has made the College move very quickly to online learning in other areas and it now considers this will be a major part of its future delivery strategy. This will require the College to make a substantial investment in online resources.
- 3.7** The College has been undertaking comprehensive financial forecasting in relation to these changing conditions. It is of course necessary for the College to prioritise its existing students and provision, but due to such financial uncertainties it is not currently able to commit to the same level of investment in Forum 2 as previously planned, resulting in a financial gap for the project which would need to be met for the project to continue.
- 3.8** Alternative routes to delivering Forum 2 in situ have been explored and have not been found to be feasible:
- 3.9** Option 1 – Increasing the Council’s investment in the project to meet the funding gap. Considerations have included:
- State Aid implications arising as a result of the amended funding model with the building being predominantly funded by the Council but the majority of space used by the College. These implications would also affect the College.
  - The revenue operating costs for both the Council and the College would also continue to have to be met in uncertain times and for the Council will have added to the Council’s increasing Medium Term Financial Plan.
  - There would be increased capital financing costs of approximately £70,000 p.a. for every £1m increase in the Council’s investment, which would also need funding. As the building is a predominantly educational one it would not return sufficient income to meet the costs of funding the capital borrowing.
- 3.10** Option 2 – A reduction of the existing building plans to reduce costs. Considerations have included:
- While this could reduce the overall capital cost it wouldn’t close the gap and would still require additional funding revenue and capital from the Council, thereby encountering some of the above challenges.
  - Revised designs and a new planning application would be required to reflect the changes, but it would not be possible to achieve this and start the work on site to such an extent that the LGF funding could be delivered within the timescale required.
  - It might also require an updated business case for SELEP if the outputs to be delivered were to change as a result of the reduced space. This would have an impact on time available to commence delivery on site and meet the spend deadline while presenting a risk of the funding being withdrawn or reduced thereby increasing costs to be met by the Council and College.
- 3.11** On the basis of the above proceeding with the project in its current form and location is not a feasible option and it will be necessary for the Council, College

and potentially other partners, to work together to identify whether some or all of the outcomes set out for the project may be met through alternate routes.

- 3.12** Forum 2 would have made a significant contribution to the Southend 2050 ambition (as set out in **section 6.1** of this report). Its economic impact in relation to skills, sectoral support and the town centre would have been of particular benefit in the current economic climate. On a sub-regional basis it would also have reinforced Southend's role in the Thames Estuary Production Corridor proposition which in turn is forming part of the Thames Estuary Growth Board agenda to attract investment into the sub-region. It is therefore critical to explore other ways to achieve the desired outcomes for the local economy, to reinforce Southend as part of the Thames Estuary proposition and ensure Southend is well placed to benefit from any related future investment.

## **4. Other Options**

- 4.1** Alternative options have already been explored in relation to continuing with the development, notably the Council increasing its investment in the project or reducing the size of the scheme and therefore the cost. However neither of these will be deliverable within the timescales of the LGF funding and present a range of other risks.
- 4.2** The Council could decide not to pursue the outcomes which were to be delivered through Forum 2. This would have a detrimental impact on the Southend 2050 ambition and related outcomes.
- 4.3** The recommended alternative option is to undertake a wide options appraisal as to other ways in which the desired outcomes can be achieved.

## **5. Reasons for Recommendations**

The Forum 2 development which had secured planning consent and commensurate funding is not viable as a result of the Covid-9 pandemic and resulting pressures on organisational finances, particularly those of South Essex College. However both the Council and the College remain committed to delivering the outcomes sought through Forum 2 and therefore should continue to work together to identify other ways in which these may be achieved within a viable budget envelope.

The LGF funding should be returned to SELEP as it can no longer be spent on the project it has been secured for within the time available.

## **6. Corporate Implications**

### **6.1 Contribution to the Southend 2050 Road Map**

Forum 2 is a 2050 roadmap project and its delivery would contribute to a number of the outcomes. Through the delivery of the creative workspace it would also help deliver the artists' studios identified on the roadmap.

### **Opportunity and Prosperity:**

- **We have a fast-evolving, re-imagined and thriving town centre, with an inviting mix of shops, homes, culture and leisure opportunities** – *supported through the investment in the town centre adding to the culture, leisure, employment and education provision*
- **Our children are school and life ready and our workforce is skilled and job ready** – *through the education offer through both the College and Focal Point Gallery*
- **Key regeneration schemes, such as Queensway, seafront developments and the Airport Business Park are underway and bringing prosperity and job opportunities to the borough** – *Forum 2 is a regeneration scheme activating an otherwise vacant space*
- **Southend is a place that is renowned for its creative industries, where new businesses thrive and where established employers and others invest for the long term** – *through the focus on skills and employment in the cultural and creative sector*

### **Pride and Joy:**

- **The variety and quality of our understanding cultural and leisure offer has increased and we have become the first choice English coastal destination for visitors** – *through the enhanced culture and leisure offer contained in a contemporary space.*

### **Active and Involved:**

- **Even more Southenders agree that people from different backgrounds are valued and get on well together** – *the Forum is open to all and is a space where people from all background can meet and learn through culture, art installations, library provision and direct educational teaching. Forum 2 would seek to build on this.*

### **Connected and Smart**

- **Southend is a leading digital city with world class infrastructure that enables the whole population** – *through the provision of digitally well-connected education and work space and educational opportunities to support use of digital media.*

## **6.2 Financial Implications**

Ceasing the project in its current form will have immediate financial implications for both organisations with approximately £1.4m of abortive costs having been incurred to date, which will need funding.

The project is scheduled to be receiving £6m of LGF support through SELEP under its current Growth Deal with Government, of which approximately £1.4m has already been drawn down and will need to be repaid plus costs incurred above this sum not yet drawn down, and both need to be split on a 50:50 basis between the Council and the College. The sum for the Council will be approximately £700k and will need funding through the Council's General Fund

revenue budget. As no budget currently exists for these abortive costs the funding will need to come from the Business Transformation Reserve.

The terms of the funding are such that spend is required by March 2021 therefore retaining the funding while exploring and securing other options and taking an alternative route through the SELEP processes is not possible within the timescales.

The Council and the College are both partners to SELEP and have been beneficiaries of SELEP funding so have a commitment to make a timely decision in respect to the project in order to enable SELEP to reallocate the funding to other projects so that it is spent before the end of the Growth Deal period.

Forum 2 is also on the SELEP reserve list for LGF 4 'Get Britain Building' so it will also be removed from the list at the same time as notifying SELEP of the return of the funding.

The Council's revenue cost of operating the Focal Point Gallery element of the project would have cost in the region of £370k per annum. This would have also placed additional revenue implications on the Council as again there is currently no revenue budget and therefore these annual net costs are now avoided with the project not proceeding.

There would be increased capital financing costs of approximately £70,000 p.a. for every £1m increase in the Council's investment. Again there is no budget for financing costs for this project above the existing £2.7m in the capital investment programme and if the Council's contribution went above the current £2.7m then there would be an increase required in the current revenue budget, which has now been avoided.

The capital expenditure budgets and their financing are in the current Capital Investment Programme are as follows:

	2018/19 (M)	2019/20 (M)	2020/21 (M)	2021/22 (M)	Total (M)
Capital expenditure budget	0.470	0.668	7.634	10.178	18.950
Funded by SBC (borrowing)				2.700	2.700
Funded by LGF	0.470	0.668	4.500	0.362	6.000
Funded by College			3.134	7.116	10.250

Going ahead with the current scheme, even without increasing the Council's investment in the project, would have had a significant impact on the Council's overall VAT position for a seven year period, restricting certain other capital interventions throughout the period. In the event that this could not be managed over that period, the mitigations would have a significant impact on the College's VAT position.

Assuming the closure of this project it will be necessary for the Council, College, Focal Point Gallery and potentially other partners, to work together to identify whether some or all of the outcomes set out for the project may be met through alternate routes. To enable this to happen £50k will be set aside in the Business Transformation Reserve to support resourcing, surveys, studies etc. Existing staff resources in the Council will be utilised to work with the college and partners on various options.

### **6.3 Legal Implications**

The Council will need to serve notice on the design team and cost consultant, in accordance with the relevant contracts, to terminate the contracts. This will involve the payment of appropriate fees in respect to works undertaken up to the point of termination, which are included in the figure set out at paragraph 6.2.

The Council will also need to cease the procurement of the main contractor. Whilst the Council has not formally entered into contract with the main contractor it is recognised that they have incurred some expenditure in relation to the project and an agreement of settlement of these costs will be made. An estimation of these costs is also factored into the figure on abortive costs set out at paragraph 6.2.

### **6.4 People Implications**

Generally the project was being managed through existing staff resources at both the Council and the College so there are no direct staff implications. These staff resources will be redirected to undertaking the options appraisal of alternative delivery models.

Some staff costs at Focal Point Gallery have been capitalised against the project with corresponding time spent on the project offset through a backfill arrangement. As a result there will be a pressure to continue the current programme whilst considering other options which could be supported through part of the additional funding set out in the recommendations.

### **6.5 Property Implications**

The closure of the Forum 2 project in its current format will result in the proposed building, opposite the Forum, not being delivered as planned. Delivery of the same outcomes via other means will likely have other property implications, and could still relate to the identified site but also may not. These will need to be considered through the options appraisal process.

### **6.6 Consultation**

The recommendation to close the Forum 2 project in its current form has been subject to discussion between the Council and the College. Co-production and wider engagement, including with Focal Point Gallery, would need to be undertaken in relation to any alternative delivery models.

## **6.7 Equalities and Diversity Implications**

Closing the project in its current form means that the opportunities it presented for learning, performance, business and community engagement for residents, students and visitors of all backgrounds will not be available. Equality and diversity would be a key consideration for any alternative delivery models.

## **6.8 Risk Assessment**

The recommended course of action is being put forward so as to minimise further financial and reputational risk to both the Council and the College. Any potential future delivery options will require further risk assessments to be undertaken.

## **6.9 Value for Money**

It has been essential to review all aspects of the delivery and future operation of the Scheme given the significant direct financial impact and challenges caused by Covid-19. This viability assessment led to the recommendation to stop the Scheme progressing. This provides the best value for money outcome given the significant changes to the local operating environment and now anticipated large reductions in the level of revenue income streams for the new facility.

## **6.10 Community Safety Implications**

There are no community safety implications of closing the current project. Community safety implications would be a consideration for any alternative routes of delivering the outcomes.

## **6.11 Environmental Impact**

There are no environmental implications of closing the current project but would be taken into account in regards to any alternative routes of delivering the outcomes.

## **7. Background Papers**

Forum 2 Cabinet Report 13<sup>th</sup> March 2018 (Item 824).

## **8. Appendices**

None.

# Southend-on-Sea Borough Council

Report of Deputy Chief Executive & Executive Director  
(Growth & Housing)

Cabinet

On 15 September 2020

Report prepared by:  
Glyn Halksworth – Director of Housing Development  
Alan Richards – Director of Property & Commercial

Agenda  
Item No.

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## Housing & Development Pipeline Update

Relevant Scrutiny Committee(s)  
Cabinet Member: Councillor Ian Gilbert  
Part 1 (Public Agenda Item) / Part 2 (Confidential Agenda Item)

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### 1. Purpose of Report

- 1.1 To update members on the work underway on the pipeline of housing and development opportunities across the borough.

### 2. Recommendations

- 2.1 To note progress on the Acquisitions Programme for Council Housing as set out in sections 3.6-3.11 of this report.
- 2.2 To note progress towards the development of the MMC pilot projects and HRA Land Review Phase 3 Project on various sites in Southend as set out in sections 3.12-3.17 of this report.
- 2.3 To note the work progressing with Southend United Football Club and Citizen Housing in respect to the development of housing at Roots Hall and Fossett's Farm, as set out in section 3.18-3.20 of this report and in particular to note the proposals relating to the Youth Commemoration Ground Trust land.
- 2.4 To note progress underway with PSP Southend LLP and proposed developments at Ilfracombe Road car park and Southchurch Library, as set out in sections 3.21-3.25 of this report.

### 3. Background - General

- 3.1 On 25th June 2019 Cabinet resolved to progress with a regeneration framework, develop a pipeline of housing and regeneration projects and proceed with the Acquisitions Programme for Council Housing.

- 3.2 On 17th September 2019 and 5th November, Cabinet noted the progress of both the regeneration framework and the Acquisitions of Programme for Council Housing.
- 3.3 On 17 September 2019, Cabinet also agreed to the re-branding of PSP Southend LLP and to updating related governance arrangements. Agreement was also reached for the Ilfracombe Avenue site to be delivered under the PSP Housing model and for PSP Southend LLP to be invited to undertake the next stage of feasibility for sites which the pipeline assessment work has indicated would be suitable for PSP delivery.
- 3.4 Cabinet received reports on 5th November 2019, 16th January 2020 and 25<sup>th</sup> February 2020 providing further updates on the progress of the Acquisitions Programme, the LLP resetting and rebranding and the Allocations Policy.

### Housing & Development Pipeline Progress

- 3.5 The below table provides an overview of the Progress and Planned Outcomes of the Housing & Development Pipeline since its inception.

Project name	Outcome
<b>2019 -20 Outcomes</b>	
Acquisitions Programme	27 properties purchased from the private market to be converted to Council Housing
HRA Land Review Phase 2	15 Council homes (3 x houses and 12 flats) built in Rochford Road completed as part of the HRA Land Review Phase 2
<b>2020 – 2021 Planned Outcomes</b>	
Acquisitions Programme	c20 properties purchased from the private market to be converted to Council Housing
PSP Friars Development	Development of 9 x private family homes completed as part of the PSP development in Shoeburyness
<b>2021 -2022 Planned Outcomes</b>	
MMC Saxon Gardens	Completion of 2 x MMC Pilot projects on Saxon Gardens
MMC Archer Avenue	Completion of the MMC Pilot on Archer Avenue for a shared accommodation unit.
<b>2022- 2023 Planned Outcomes</b>	
HRA Land Review Phase 3 – Shoeburyness	Completion of Phase 3 of the HRA Land Review Project in Shoeburyness – unit numbers to be agreed
HRA Land Review Phase 4 – St Laurence	Completion of Phase 4 of the HRA Land Review Project in St Laurence – unit numbers to be agreed

### Acquisitions Programme Update

#### 20-21 Acquisitions Programme Progress

- 3.6 As per the 2019-20 Acquisitions Programme, this year's Programme is linked to the Council's 1-4-1 Right to Buy spend requirements. This year's budget has

been agreed at £5m to accommodate the 1-4-1 Right to Buy spend requirements for this year and elevate pressures for subsequent years due to the cumulative nature of these spend requirements. Following last year's spend the adjusted Right to Buy targets are set out below:

	<b>Original Spend Target</b>	<b>Actual Spend Required</b>
2020/21 Q1	1,382,507.92	0.00
2020/21 Q2	1,121,699.75	466,052.15
2020/21 Q3	2,123,383.22	2,123,383.22
2020/21 Q4	0.00	0.00
<b>Total</b>	<b>4,627,590.88</b>	<b>2,589,435.37</b>

- 3.7 It should be noted however that due to the onset of Covid-19, the Ministry of Housing, Communities and Local Government (MHCLG) have now been temporarily relaxed the rules in regards to spending the 1-4-1 Right to Buy Receipts meaning that both Q1 and Q2 have been incorporated into the Q3 deadline. The new spend requirements are therefore outlined below:

	<b>Original Spend Target</b>	<b>Actual Spend Required</b>
2020/21 Q1	1,382,507.92	0.00
2020/21 Q2	1,121,699.75	0.00
2020/21 Q3	2,123,383.22	2,589,435.37
2020/21 Q4	0.00	0.00
<b>Total</b>	<b>4,627,590.88</b>	<b>2,589,435.37</b>

- 3.8 Despite restrictions imposed by the outbreak of Covid-19 and associated effect on the housing market, the Strategic Housing team have continued to investigate opportunities and progress offers on a number of properties in partnership with the Council's Property and Commercial team and South Essex Homes. The programme follows the same criteria utilised for last year's Programme. Progress is summarised below:

- 10 Property purchases are now in solicitors' hands, totalling £1.9m (including Stamp Duty Land Tax (SDLT)). It is expected that 3 of these transactions will be completed during Q2.
- 16 further opportunities are currently being investigated, with 3 offers currently being considered
- The team are confident are therefore of achieving the required Right to Buy target by Q3.

- 3.9 Despite the challenging times, value for money for the acquisitions has increased this year and average purchase prices are detailed overleaf:

Bedroom Number	No. of properties	Average Price 2020/21	Average Price 2019/20
1	3	£135,000.00	N/A
2	1	£185,000.00	£213,500.00
3	4	£238,125.00	£260,142.86
<b>Total</b>	<b>8</b>	<b>£192,812.50</b>	

## 19-20 Acquisitions Programme Update

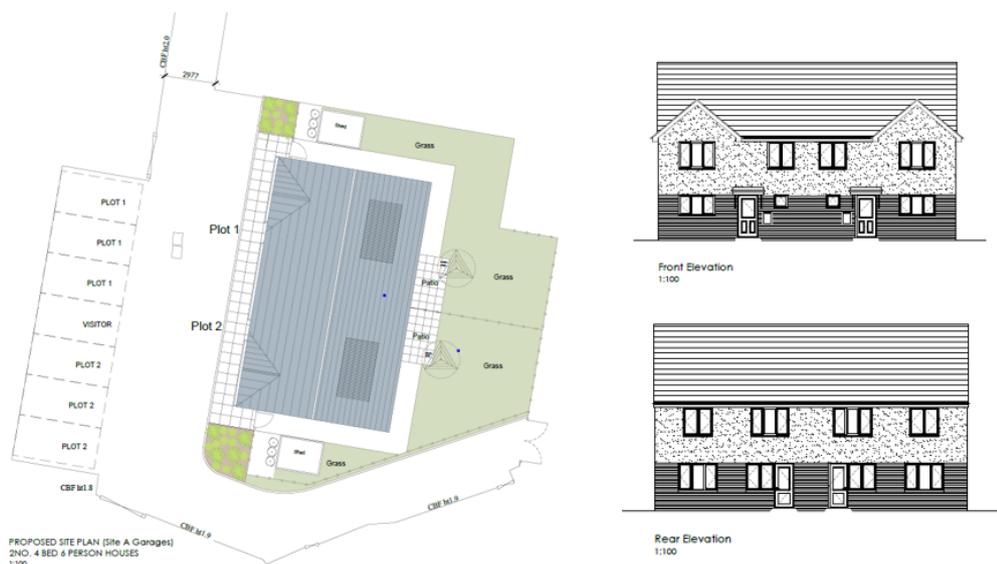
- 3.10 The 2019-20 Acquisitions Programme was successfully completed with 27 properties purchased from the private market and converted to Council Housing.
- 3.11 Of 27 properties purchased, 14 have now been let to households on the Council's Homeseeker's Register with the remaining 13 progressing through the void works process which has been delayed to due to Covid-19 restrictions.

## MMC Pilot Projects – Saxon Gardens & Archer Avenue

- 3.12 The Strategic Housing team are progressing with three pilot sites on which to develop housing on Council-owned land utilising Modern Methods of Construction (MMC). Two of these sites are in Saxon Gardens within the West Shoebury Ward and one site is in Archer Avenue in the Southchurch Ward.

### Saxon Gardens A

- 3.13 This is a former garage site and following the completion of the site investigation, feasibility, consultation, and design stages the site has now secured planning permission for two x four-bedroom council houses (approved Planning drawing shown below). The next steps of the project will be to procure an MMC specialist contractor and this site will be linked to the Saxon Gardens B site for this purpose.



## **Saxon Gardens B**

- 3.14 This site is adjacent to the allotment site on Saxon Gardens and has been a target for antisocial behaviour and fly tipping for many years. As with the Saxon Gardens A site, the necessary site investigation, feasibility, consultation, and design stages have now been completed and the proposed scheme has been submitted for Planning and will go to Development Control Committee for decision. Ward members in West Shoebury have been consulted on both Saxon Gardens MMC pilot projects and will kept up to date of the progress of the projects as they move towards the completion of the planning stage.

## **Archer Avenue**

- 3.15 This is another former garage site on Archer Avenue and it is anticipated it will provide a seven-bed shared accommodation pilot using Modern Methods of Construction. The project is being progressed with a different approach to the Saxon Gardens schemes with the opportunity having been published to procure an MMC contractor to secure planning permission and build out the scheme. It is anticipated that the contractor will be appointed by October with planning submission by end of the calendar year. Ward members have been consulted and kept up to date throughout the course of the project.

## **HRA Land Review Phase 3 Update**

### **Phase 3 – Shoeburyness**

- 3.16 Phase 3 of the HRA Land Review project consists of several former garage sites within the Shoeburyness ward (Eagle Way and Anson Chase). Pre-application planning meetings were held in June and the team is working through the formal response. Architectural and design works are ongoing with the plans being revised, taking on board both Pre-application advice and residents' feedback ahead of planning submission.
- 3.17 Ward members have been consulted on the proposals and kept up to date on the progress of the project and a *Your Say Southend* page has been set up for the project with a public survey published to engage with local residents.

### **Southend United Football Club and Citizen Housing - Roots Hall and Fossetts Farm**

- 3.18 Work has been progressing well with the development for Roots Hall and Fossetts Farm. The Council has appointed a legal firm, Gowling WLG, to work alongside the officer team and its property advisers, Cushman Wakefield, on the various transactions and the work to document the proposed transaction is progressing well. Some further appointments will be required as we move forward to ensure that costs, specifications, quality and rent estimations are all accurate and all elements remain viable in balance.
- 3.19 Officers and representatives from the Football Club and Citizen Housing team have been meeting regularly to progress design discussions leading up to the

submission of the revised planning documents which will amend the existing application, essentially to replace the retail element with residential development. There is a collective desire to deliver a high quality, highly sustainable development with a strong sense of community with excellent transport options and high-quality walking and cycling connections.

- 3.20 The Council and the Football Club are working on the principles of a shared use agreement for Cecil Jones Academy to use the Youth Commemoration Ground (YCG) Trust land. This would enable the former Cecil Jones junior school playing fields (which are no longer used as school playing fields) to be released by the academy trust. That land would then form part of the land for housing at Fossetts Farm. The principle is that the school would benefit from a capital receipt for the land, and the YCG Trust will benefit from investment to improve facilities. This will give them the opportunity for better income generation opportunities along with some form of profit share from the development of the land released for housing, all whilst operating within the objects of the trust and without the need for any form of disposal. The Council would also benefit from this arrangement because it would not need to subsidise the YCG Trust as much (if at all). There is further work to do on this and once the principles are settled, these will need to be agreed by all parties, including the Youth Commemoration Ground Trust, the Loxford Trust, the Council, the Football Club, Citizen, the Charity Commission and the Department for Education.

### **PSP Southend LLP**

- 3.21 Progress on documenting the updated PSP Southend LLP work has not been as significant as hoped due to Covid 19. This is because the matter which was due to be considered at 17 March Policy and Resources Scrutiny Committee following the 25 February Cabinet decision was delayed until 9 July Policy and Resources Scrutiny Committee. Following Full Council on 16 July 2020, the necessary approvals are now in place and the legal completion of the new arrangements is instructed and being finalised.
- 3.22 The above decision also means that the funding is in place to proceed with the Ilfracombe Avenue car park development of c.24 homes (20% affordable rent, 80% market rent) with the profit rent generated being used to fund the capital investment required to refurbish, or more likely, replace the Southchurch Library building. The scheme will therefore now be progressed by the LLP board to planning with all the usual consultations and resident engagement taking place.
- 3.23 In the meantime, work has continued at a good pace on the Constable way development which is scheduled for completion in September 2020 with all plots pre-sold in advance of completion by Tern developments. This site is approximately 6 weeks behind schedule due to a short period of site closure and the impact of Covid-secure site practices on reopening of the site.
- 3.24 There are several other sites being identified through the housing pipeline work which will be suitable for the LLP to progress and once the initial feasibility work is completed across the pipeline these can be progressed.

- 3.25 PSP has offered its expertise in senior and specialist living to contribute to the pipeline assessment work and the team will be working this through with them over the coming months.

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

- 4.1 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.
- 4.2 The Council does not need to continue the relational partnering arrangement with PSP however this is a useful non-committal additional delivery option for the Council which will be well placed to assist with capacity and delivery, particularly (but not exclusively) of housing sites, going forward.
- 4.3 The Council does not need to pursue either the pilot developments of MMC housing, or the delivery of housing via the HRA Land Review, however these approaches are considered important contributions to the aims of the *Housing, Homelessness and Rough Sleeping Strategy* and of the 2050 ambitions endorsed by the Council.

#### **5. Reasons for Recommendations**

- 5.1 To update Cabinet on the progress of the Pipeline of Housing & Development opportunities namely the Acquisitions Programme, MMC pilot projects, Phase 3 of the HRA Land Review, PSP Southend LLP and the work with Southend United Football Club and Citizen Housing in respect to Roots Hall and Fossetts Farm.

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

- 6.1 Contribution to the Southend 2050 Road Map

6.1.1 The development and acquisition of the housing and regeneration pipeline contributes towards the Southend 2050 Safe and Well outcomes of **“We are well on our way to ensuring that everyone has a home that meets their needs”** and **“We act as a green city with outstanding examples of energy efficient and carbon neutral buildings”**.

6.1.2 Southend’s *Housing, Homelessness & Rough Sleeping Strategy* aims to provide ‘decent high quality, affordable and secure homes for the people of Southend’ and the development and purchase of affordable contributes to this.

#### **6.2 Financial Implications**

6.2.1 Cabinet has previously agreed the budget of £5million for the acquisitions programme and it is anticipated this will be fully used during this financial year.

6.2.2 In terms of PSP projects, the financial implications will be assessed in detail on a scheme by scheme basis and schemes will only proceed when they clear

both the Council's and the private sector partner's viability measures. The overall financial performance of the LLP will be reported periodically to Shareholder Board along with the progress against agreed objectives for particular schemes.

### **6.3 Legal Implications**

6.3.1 Consultation has been undertaken with the Council's Legal Team for the expansion of the MMC pilot and ongoing work is being undertaken with Essex Legal Services for the Acquisitions Programme.

6.3.2 Legal considerations relating to individual sites will be dealt with through the usual due diligence process.

6.3.3 Legal considerations relating to the LLP governance changes are being consulted upon and appropriate advice received at the relevant stages.

6.3.4 The Council has appointed a legal firm, Gowling WLG, to work alongside the officer team and its property advisers, Cushman Wakefield, on the various transactions and the work to document the proposed transaction is progressing well.

### **6.4 People Implications**

6.4.1 No direct people implications have been identified however this will be monitored through the course of the projects.

### **6.5 Property Implications**

6.5.1 The main purpose of the different aspects of the housing pipeline is to identify, review, and progress development opportunities, including relating to Council assets. This work will generate many strategic and detailed property implications as the projects progress and all such implications will be considered on a site by site basis.

### **6.6 Consultation**

6.6.1 Consultation has taken place with internal colleagues and external advisers throughout the development of the pipeline of sites. Additionally, there is ongoing consultation with residents with a number of schemes as noted above, and a commitment to continue strong engagement in order to progress development inclusive of a broad array of considered views.

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

6.7.1 The relevant equality assessments will be undertaken as necessary on a project by project basis.

### **6.8 Risk Assessment**

6.8.1 Risk assessment and analysis, risk register and issue logs will be used as part of the development of all sites within the Pipeline, including the acquisitions

programme and any new schemes which may be agreed such as the MHCLG Next Steps work.

- 6.8.2 PSP Project risks will be monitored and managed within the LLP and reported to Partnership Board and where these are significant and appropriate, up to Shareholder Board.

## 6.9 Value for Money

- 6.9.1 All spend in relation to the projects is subject to the relevant procurement rules, in order to ensure full procurement compliance and value for money. Financial and legal due diligence form a core part of the LLP process including an independent review and validation of each case by CIPFA and external legal review.

## 6.10 Community Safety Implications

- 6.10.1 Sites will be considered individually as they progress and through consultation. The Council will look to meet Secured by Design standards where possible and practical.

## 6.11 Environmental Impact

- 6.11.1 Sustainability requirements are important to all development schemes being considered and the MMC pilot is one route towards better understanding the suitability of more energy efficient, modular built housing in some settings. Environmental health advice is regularly sought in this regard.
- 6.11.2 Environmental and ecological studies form part of site appraisals and their findings are taken account of in the final design of any schemes being brought forwards.

## 7. Background Papers

Cabinet Report. Future Phases of Affordable Housing Development Programme Update, 17<sup>th</sup> January 2019

Report, Housing Update, 25<sup>th</sup> June 2019

Cabinet Report, Housing and Development Pipeline Update, 17<sup>th</sup> September 2019

Cabinet Report, Housing and Development Pipeline Update, 5<sup>th</sup> November 2019

Cabinet Report, Housing and Development Pipeline Update, 16<sup>th</sup> January 2020

Cabinet Report, Housing and Development Pipeline Update, 25<sup>th</sup> February 2020

## 8. Appendices

None

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# Southend-on-Sea Borough Council

**Report of Deputy Chief Executive & Executive Director  
Growth & Housing and Executive Director Adults &  
Communities**

**To**

**Cabinet**

**On**

**15<sup>th</sup> September**

Report prepared by:

Glyn Halksworth – Director of Housing Development  
Abigail Agba – Interim Head of Housing & Social Inclusion

**Agenda  
Item No.**

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## **Rough Sleeper Accommodation Bid Opportunities: Next Steps in Accommodation Programme and Move On Fund**

**Eligible for call in to Policy and Resources  
Cabinet Member: Councillor Ian Gilbert  
Part 1 (Public Agenda Item)**

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

- 1.1 To apprise Cabinet of opportunities to secure additional funds to provide permanent and supported accommodation for rough sleepers, together with costs to continue to meet emergency accommodation for rough sleepers as part of the Covid-19 Everybody In programme, and to inform Cabinet of the financial implications of this bidding programme.

### **2. Recommendations**

- 2.1 That Cabinet endorses the recommendation to bid for the Next Steps in Accommodation fund and agrees to the alignment of HRA funds to support this, as set out below in section 3.1-3.6.
- 2.2 That Cabinet endorses the recommendation to bid for the Move On fund and agrees to the alignment of HRA funds and S106 funds to support this, as set out below in sections 3.7-3.8.
- 2.3 That Cabinet agrees to authority for the above to be provided via SO46 in order to support submission of the bid in a timely manner.

### **3. Background**

#### **Next Steps Accommodation Programme (NSAP)**

- 3.1 Following the work undertaken by the Rough Sleeper Initiative and Housing Options teams to locate, support and house all rough sleepers throughout lockdown as part of the Everyone In scheme, the MHCLG, along with Homes England, has made provision for councils to bid for both capital and revenue

funding to continue this work and ensure that people are able to be supported into suitable, permanent accommodation. Grant funding is available to bid for a range of different types of accommodation and support:

- **Shorter-term/interim accommodation and immediate support:** £105m is available to fund a range of interventions from moves into the private rented sector, to extending or procuring interim accommodation such as hotels or student accommodation and supporting individuals to reconnect with friends or family. This £105 million is revenue only and to be utilised in 20/21.
- **Longer-term Move-on Accommodation:** £130 million capital funding, along with £31 million revenue is available for 20/21 (as part of an overall £433 million for the lifetime of this parliament) to deliver 3,300 units of longer-term, move-on accommodation.

3.2 Timescales for this competitive bidding process are tight on several fronts. Bids are due for submission by 20<sup>th</sup> August, with outcomes to be known at some point during September. There has also been very little lead in time for this bid, with the prospectus for bidding not published until late July, and with several components' areas needing further clarification from MHCLG and Homes England advisors. Additionally funds delivering property and its acquisition and refurbishment must be used by 31<sup>st</sup> March 2021 with the intention that people will be moved into their new homes by then.

3.3 It is notable that MHCLG and Homes England are actively supporting preparation of submissions further to their identification of Southend as a high priority area based both on previously high numbers of rough sleepers in the borough and the successful support put in place as a response to the Covid-19 crisis. To date we have accommodated 85 individuals from emergency B&B accommodation into secure tenancies and supported accommodation. Currently there are approximately 65 individuals remaining in B&B, which we aim to continue to reduce. However, because of the high numbers of people that have been supported via the Council, it is being suggested through this co-production process that up to 60 dwellings are being sought by 31 March 2021. Work is underway to identify the best way to propose achieving this, as well as a full understanding of the officer capacity that would be required to meet these needs, including professional skills required to support acquisition and leasing (e.g. surveyors, legal support) as well the delivery of the ongoing support to the rough sleepers the Council is seeking to provide permanent accommodation for. Cabinet will be further updated as this programme proceeds. Some of the above need will be met via existing provision and partnerships with local homelessness organisations and landlords, others will require additional units of accommodation to become available.

3.4 It should be noted that the capital funding available will not fully cover the costs of any properties purchased in order to deliver this programme, and indicatively a grant limit of £40k per unit let at affordable rent levels has been suggested by MHCLG, along with a proposed grant of around £70k per unit where this will be let at social rent levels. Work to date via the acquisitions programme has identified an average purchase cost of £135k per unit for self-contained one-bedroom accommodation, plus on costs relating to purchase and refurbishment. Given the above it is clear that a significant financial contribution towards the

project may be required if acquisition is to be part of the Southend approach. During preparatory work towards this bid it has been felt necessary to increase the upper price within property search criteria to £170K in order to identify sufficient properties of the type and in the right location deemed appropriate. It is also worth noting that MHCLG has referred to any properties brought forwards under the scheme needing to be reserved for housing rough sleepers and introduced the term 'national asset', which we are challenging and seeking to ensure that any assets would be jointly held.

- 3.5 It has now been clarified that grant cannot be subsidised with Right to Buy receipts so any acquisitions under this programme would need to be separate to the ongoing programme. However, it has been identified that s106 funds (from developers in lieu of providing affordable housing on site) can be deployed and that £700k is available for this purpose in Southend.
- 3.6 It should be noted that £150,000 revenue funding was identified and approved by the Leader of the Council in 20/21, in order to staff further complex needs provision and support, building upon our existing Complex Needs provision delivered by Peabody.

### **Proposed bidding approach:**

- 3.7 There are several components that are felt to be worth pursuing in order to source sustainable and appropriately supported accommodation for former rough sleepers in Southend, as well as ensure there is sufficient ongoing emergency provision for those who may arise during the next winter period. These aspects include acquisitions, B&B costs, support staff costs and project staff costs as outline below.

#### **3.7.1 Acquisitions component**

	Number of 1 bed units being proposed = 20 at an average cost of £170k + £18,625 on cost.	£3.773m
	Professional costs (capitalised) – Strategic housing acquisitions and assets acquisitions support officer, South Essex Homes Surveyor and Voids Project Manager	£0.124m
	Total funds required	£3.897m
	Possible contribution from NSAP (social rent) = £70k	£1.4m
	S106 funds available	£0.7m
	Net funds to be bid for from NSAP	£1.524
	Net funds required from HRA Capital Reserves	£1.673m

#### **3.7.2 Private rented sector – No Recourse to Public Funds**

The NSAP bid also allows the opportunity to seek monies to support people with no recourse to public funds in the private rented sector in order to allow them to be supported with their relevant legal status or to repatriate as necessary. An additional £85,320 is being sought to provide accommodation for 23 people in this group.

### 3.7.3 Support costs

As has been well documented resolving homelessness requires much more than the provision of accommodation and is reliant on good quality support to both directly assist people towards independence and link them with other supports and services they may require. In order to provide for this a team of 3 additional 'housing first' officers will be bid for at a cost of £118,936.

### 3.7.4 HARP

In developing this bid, we have worked with HARP to identify additional units that they can bring forwards alongside their other imminent developments. HARP have identified 10 units across 3 separate properties in Southchurch Avenue and York Rd that they would purchase and develop to suitable standards. Alongside this we have been working with MHCLG to ensure that the existing Rough Sleeper Initiative funding that HARP receive can be repurposed such that any residents would be able to receive the requisite support. An amount of £425k will be included within the bid for capital funds to support HARP's proposal.

### 3.7.5 Ongoing Bed & Breakfast Emergency Accommodation Costs

Council's are eligible to bid for funds to support the ongoing need to place rough sleepers in B&B accommodation for the period 1<sup>st</sup> July 2020 to 31<sup>st</sup> March 2021. Councils are being strongly encouraged to maximise housing benefit contributions to these costs now that support plans are in place for these rough sleepers. As such full costs will not be met for the full year.

It is equally required that provision is made for B&B support in the event of increased winter and other fluctuations in demand and these have therefore been included also in the amount proposed to be bid for of £228,846.

Total amount to be bid for from **NSAP** 20/21(3.6.1, 3.6.3-3.6.6): **£2,382,102**

Total amount of **HRA** contribution sought for NSAP (3.6.2): **£1,673,000**

## Homes England Move-On Accommodation Fund

3.8 The Move On Fund aims to free up hostel and refuge spaces by increasing the availability of affordable move-on housing for rent to support homeless people and victims of domestic abuse with low and medium level needs currently living in hostels and refuges; and those who are currently sleeping rough, who are ready to leave this type of provision but might otherwise not be in a position access the next stage of housing.

3.9 The aim is to support delivery of up to 879 bed spaces in move-on housing across England (outside London). MHCLG and Homes England have put forward £44 million grant funding and £6 million revenue funding for on-going tenancy support costs for this purpose from 2018/19 to 2020/21. All schemes delivered under the Move On Fund must be completed by 31 March 2021 with

bids being made via the Investment Management System (IMS). SBC are waiting on confirmation of the grant rates however an early estimation is that it will be £70k per unit. The remaining funding will therefore be required from the Housing Revenue Account Capital Reserves.

### 3.10 Southend Bid

SBC have identified 4 x 1 bed properties from the open market that could be purchased for the purpose of Move On housing and part funded via this grant programme. The Strategic Housing team have utilised the same assessment criteria used on the Acquisitions Programme for general needs Council housing and the same governance and sign off processes will be used. The properties identified are summarised below:

Type	Bed	Offer (£)	Works Estimate (£)	SDLT (£)	Property & SDLT
flat	1	£ 122,500.00	£ 4,400.00	£ 3,675.00	£ 126,175.00
flat	1	£ 122,500.00	£ 4,300.00	£ 3,675.00	£ 126,175.00
flat	1	£ 127,500.00	£ 7,050.00	£ 3,875.00	£ 131,375.00
flat	1	£ 135,000.00	£ 7,650.00	£ 4,050.00	£ 139,050.00
Totals		£ 507,500.00	£ 23,400.00	£ 15,275.00	£ 522,775.00

The overall cost of the property (including works and SDLT) have been estimated at £523k and the grant funding estimated at £280k therefore **the funding ask of the HRA Capital Reserves is £243k.**

Total HRA sought across NSAP and Move-on Fund: **£1,916,000**  
 Total amount to be bid for NSAP & Move-on Fund: £2,662,102

### 3.11 Total Units across funding bids

Programme	Number of Units	Method	HRA support?
NSAP	20	Council Acquisitions	Yes
NSAP	10	HARP	No
Homes England Move on	4	Council Acquisitions	Yes

## 4. Other Options

- 4.1 The Council is not obliged to work with MHCLG and Homes England to develop strong bids for additional resources in order to provide permanent housing for rough sleepers temporarily housed throughout the Covid-19 crisis. However, the current arrangements of supporting people in B&B accommodation are extremely expensive and neither provide the most suitable living conditions for people, nor best value for money for the Council. The action to reduce rough sleeping is a key objective of the *Housing, Homelessness and Rough Sleeping Strategy*.

- 4.2 There is already a successful programme of sourcing private rented sector accommodation and supporting rough sleepers into these new homes. This has led to a significant number of people moving out of B&B accommodation already. It is proposed to continue this but is also recognised that this route will not be suitable for everyone. It is also believed that more formal leasing schemes with private landlords are not required as part of this project and are thus not proposed as part of this bid.
- 4.3 Given the very tight deadlines for any grants successfully bid for to be used it is not felt that any secured funds could feasibly contribute to any development programmes. It is for this reason that an acquisitions route and partnering with HARP is being proposed.
- 4.4 The provision of Housing First type of accommodation is not a requirement and thus bidding to the move on fund and potential use of HRA funds for this purpose is not automatic. Housing First is increasingly acknowledged as best practice for some entrenched rough sleepers and is in keeping with the reputation of Southend as sector leaders in the rough sleeping fields, as noted through our status as a Making Every Adult Matter partnership and a leading partner of the Centre for Homelessness Impact.

## 5. Reasons for Recommendations

- 5.1 To inform Cabinet of the opportunity to secure additional funds to support provision of 34 additional units of accommodation for rough sleepers (24 through Council acquisitions and 10 via HARP) and to recommend endorsement of both bidding opportunities outlined above, and the allocation of HRA capital reserves for this purpose.

## 6. Corporate Implications

- 6.1 Contribution to the Southend 2050 Road Map
- 6.1.1 The development and acquisition of the housing and regeneration pipeline work towards the Southend 2050 Safe and Well outcomes of **“We are well on our way to ensuring that everyone has a home that meets their needs”** and **“We act as a green city with outstanding examples of energy efficient and carbon neutral buildings”**.
- 6.1.2 Southend’s *Housing, Homelessness & Rough Sleeping Strategy* aims to provide ‘decent high quality, affordable and secure homes for the people of Southend’ and the development and purchase of affordable contributes to this.
- 6.2 Financial Implications

Programme	Number of Units	Method	HRA support?	Overall Cost £'000	Source of Funds		Funding Source within Council
					Grant Bid £'000	Amount to be provided by SBC £'000	
NSAP	20	Council Acquisitions	Yes	3,897	1,525	2,372	£700 from S106
							£1,673 from HRA Capital Reserve
		Support No Recourse to Public Funds			85		
		3 housing officers Support Staff			119		
		B & B Support in case of increased winter			229		
NSAP	10	HARP	No	425	425	-	
Homes England Move on	4	Council Acquisitions	Yes	523	280	243	HRA
Grand Total	34			4,845	2,663	2,615	
						split below	
						Council Resources	700 Section 106
						HRA Capital Reserve	1,915
							2,615

6.2.1 Allocation of HRA Capital Reserves of £1.916m is required in the event that all capital bidding is successful for the acquisition of 24 units of accommodation (all units excluding HARP provision). Income from rental of the units would represent future income to the HRA.

6.2.2 There will be an ongoing revenue reduction on the temporary accommodation budget, where tenants currently in hostels or Bed and Breakfast (B&B) accommodation will be in permanent accommodation. The current average cost is £45 per week. For 34 Rough sleepers placed into permanent accommodation this represents £80,000 annual saving on B&B.

6.2.3 The Housing First Officer funding is for 4 years and this is linked to the success of our capital funding bid of 20 units acquired directly under the NSAP funding. If successful there may be need for further revenue investment if the clients will require further support and intervention from Housing officers.

6.2.4 There will be further revenue implications on Adult Social Care in respect of the tenants with No Recourse to Public Funds. Of the current 26, some do have a social care need and will require ongoing social care support.

6.3 Legal Implications

6.3.1 None

6.4 People Implications

6.4.1 The NSAP bid proposes employment of a number of support posts as well as short term project posts to enable the acquisitions to be achieved.

## 6.5 Property Implications

6.5.1 The above bid proposal could lead to the acquisition of 24 x 1 bed units of accommodation, together with 10 additional units to be owned and developed by HARP.

## 6.6 Consultation

6.6.1 Consultation has taken place with internal colleagues and external partners throughout the development of the proposed approach laid out above. MHCLG and Homes England have also been closely involved in shaping the above.

## 6.7 Equalities and Diversity Implications

6.7.1 The proposal above seeks to provide sustainable, supportive and inclusive accommodation for an often-marginalised group, some of whom experience a range of additional challenges, including some relating to protected characteristics.

## 6.8 Risk Assessment

6.8.1 Risk assessment and analysis will be undertaken alongside all aspects of the above programme and overseen via a multi-agency officer group.

## 6.9 Value for Money

6.9.1 All spend in relation to the projects is subject to the relevant procurement rules, in order to ensure full procurement compliance and value for money. All property acquisition is closely scrutinised for value and based on red book valuation.

## 6.10 Community Safety Implications

6.10.1 Sites will be considered individually as they progress and through consultation.

## 6.11 Environmental Impact

6.11.1 Sustainability requirements are important to all development schemes and where able to be achieved, optimising energy efficiency will be sought within all refurbishment.

## 7. Background Papers

None

## 8. Appendices

None

# Southend-on-Sea Borough Council

Report of Deputy Chief Executive & Executive Director  
Growth & Housing  
To

Cabinet  
On

15<sup>th</sup> September 2020

Report prepared by:  
Glyn Halksworth – Director of Housing Development

Agenda  
Item No.

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## HRA Land Review Phase 4 (Lundy Close) Update

Policy and Resources Scrutiny Committee  
Cabinet Member: Councillor Ian Gilbert  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

- 1.1 To update members on the progress of the HRA Land Review Phase (Lundy Close) and to agree the next steps for this development.

### 2. Recommendations

- 2.1 To note progress undertaken to date on HRA Land Review Phase 4 as set out in sections 3.3-3.6 of this report.
- 2.2 To note the Options Appraisal which considers the next steps for the development of the scheme and agree the most appropriate for the option to proceed (Preferred Option 3) as set out in 3.6 of this report. Depending on the option chosen, there will be a reduction in the amount of Council houses developed and thus a reduction in the associated capital budget for the project.

### 3. Background

- 3.1 Cabinet on 17<sup>th</sup> January 2019 considered and agreed the recommendations of a report titled *Future Phases of Affordable Housing Development Programme Update* which outlined Phases 3 and 4 of the HRA Land Review project. This detailed Phase 3 in Shoeburyness ward and Phase 4 in St Laurence ward.
- 3.2 Phase 4 of the HRA Land Review project consists of 3 sites within Lundy Close with one large site to the North East of the estate (AB on the map below), another to the South East (DE on the map), and one smaller site in the centre (C on the map). The large middle section to the East (between the North & South sites) is not included within the development area. The sites are shown on the plan overleaf:

Site Plan



- 3.3 The scheme has been progressing in terms of procurement and feasibility with the site investigation, ecological and topography surveys having been undertaken.
- 3.4 The most recent ecology work has determined there are active badger setts on and within close proximity to site DE (the south site). The exclusion zones marked on the survey indicated that the badger setts would need to be closed in order to develop this site. A license is required to carry out a badger sett closure, which is a process carried out separately to the planning application. Additionally, a green corridor needs to be maintained throughout the eastern boundary of Lundy Close, this slightly reduces the area available for development.



3.5 Following the results of the surveys undertaken, a further architectural feasibility has been completed which is detailed below and shows the revised housing numbers potentially achieved.

Site	Details
Site AB (North)	The site has potential for up to 12 x flats. The drawings indicate a reasonable number for the site taking into account likely planning concerns is 9 units.
Site C (Middle)	This site has potential for between 1 or 2 x 2 bedroom bungalows.
Site DE (South)	This site has potential for up to 4 x 2/3 bedroom houses.
Overall	The revised potential for phase 4 based on the drawings above indicates there is a maximum potential for 18 units of affordable housing.

### Options Appraisal

3.6 An Options Appraisal has been completed informed by the updated architectural feasibility and taking in to account the outcomes of the resident consultation. The preferred option proposed to progress with the scheme is Option 3 – Develop the North Site (AB) only.

Option	Unit Numbers	Pros	Cons
Option 1 – Develop all sites	18 units	<ul style="list-style-type: none"> <li>This option maximises the amount of council housing developed.</li> </ul>	<ul style="list-style-type: none"> <li>Risk regarding securing license to close badger setts</li> <li>Increased costs re ecology works, this may include constructing an artificial badger set in the vicinity</li> <li>Additional costs on Southern site relating to flood zone &amp; utilities diversion</li> </ul>
Option 2 – Develop North Site (AB) and Middle (C) only.	10-14 units	<ul style="list-style-type: none"> <li>Avoid additional cost re badger sett closures</li> <li>Badger license will likely not be required to develop</li> </ul>	<ul style="list-style-type: none"> <li>Proposed unit numbers will be notably reduced. Likely between 10-14 units.</li> <li>The middle site has been highlighted by residents as being utilised as amenity</li> </ul>

		<p>these two sites.</p> <ul style="list-style-type: none"> <li>Avoid additional costs associated with Southern site (re flood zone, utilities &amp; badgers)</li> </ul>	space.
<p>Option 3 – Develop North site (AB) only</p> <p><b>Preferred Option</b></p>	9-12 units	<ul style="list-style-type: none"> <li>Badger license will likely not be required to develop this site.</li> <li>Avoid additional costs associated with Southern site (re flood zone, utilities &amp; badgers)</li> </ul>	<ul style="list-style-type: none"> <li>Proposed unit numbers will be notably reduced. Likely between 9-12 units.</li> </ul>

3.7 It should be noted that Cabinet on 16th June considered a report on the Protection of Open Space in the borough. Following an assessment of the site, the Head of Parks and Open Spaces has confirmed that land associated with Phase 4 of the HRA Land Review is not an area of land maintained as a park or public green space and therefore falls outside of the report on open space

3.8 In terms of resident consultation, an initial consultation exercise was undertaken with local residents in January 2019 and a subsequent questionnaire was undertaken to better understand the views of local residents. A further consultation in the form of a Your Say Southend page will be set up in the coming weeks to provide residents with further information on the project and provide an opportunity for residents to comment on feasibility drawings of the Options Appraisal. Ward members have been kept fully apprised of the progress of the project, were in attendance at the initial consultation event and received the outcome of the resident. Moving forwards ward members and local residents will be fully engaged in the project.

#### 4. Other Options

4.1 Alternative delivery methods to develop the sites such as working with Registered Providers were considered however this would not have resulted in the long-term benefit to the Council in the way of HRA property.

4.3 The Council does not need to pursue delivery of Council housing via the HRA Land Phases Review, however these approaches are considered important contributions to the aims of the *Housing, Homelessness and Rough Sleeping Strategy* and of the 2050 ambitions endorsed by the Council.

#### 5. Reasons for Recommendations

5.1 To update Cabinet on the progress of the HRA Land Review Phase 4 and to agree the most appropriate option in order to progress the scheme.

## **6. Corporate Implications**

6.1 Contribution to the Southend 2050 Road Map

6.1.1 The development of Council housing contributes towards the Southend 2050 Safe and Well outcomes of **“We are well on our way to ensuring that everyone has a home that meets their needs”** and **“We act as a green city with outstanding examples of energy efficient and carbon neutral buildings”**.

6.1.2 Southend’s *Housing, Homelessness & Rough Sleeping Strategy* aims to provide ‘decent high quality, affordable and secure homes for the people of Southend’ and the development of Council housing contributes to this.

## **6.2 Financial Implications**

6.2.1 Cabinet has previously agreed the capital budget of £6.187m for the HRA Land Review Phase 4 to be funded from the HRA Capital Reserves and the Council’s 1-4-1 Right to Buy receipts. The Options Appraisal indicates a reduction in the number of properties that are feasible for the scheme and thus the new budget will be reduced accordingly.

## **6.3 Legal Implications**

6.3.1 Consultation has been undertaken with the Council’s Legal Team and considerations relating to individual sites will be dealt with through the usual due diligence process.

## **6.4 People Implications**

6.4.1 No direct people implications have been identified at this stage however will be monitored throughout the progress of the project.

## **6.5 Property Implications**

6.5.1 Phase 4 of the HRA Land Review will increase stock within the Council’s housing stock and therefore consultation is ongoing with South Essex Homes in regards to ongoing management and maintenance of the properties.

## **6.6 Consultation**

6.6.1 Consultation has taken place with internal colleagues regarding the potential changes to the scheme and additionally, there is ongoing consultation with affected residents in Lundy Close in order to garner their views on the proposed options put forward.

## **6.7 Equalities and Diversity Implications**

6.7.1 The relevant equality assessments will be undertaken as necessary on a project by project basis.

## 6.8 Risk Assessment

6.8.1 As per all Council housing development schemes, risk register and issue logs will be used as part of the project governance and will be updated as the scheme progresses.

## 6.9 Value for Money

6.9.1 All spend in relation to HRA Land Review Phase 4 is subject to the relevant procurement rules, in order to ensure full procurement compliance and value for money.

## 6.10 Community Safety Implications

6.10.1 Community Safety will be an important aspect of the project and will be monitored through consultation process through to the development. The Council will look to meet Secured by Design standards where possible and practical.

## 6.11 Environmental Impact

6.11.1 Environmental and ecological studies have formed part of site feasibility work will form part of the final design of the schemes. Sustainability and energy efficiency will be integral to the construction process and measures will be included within the designs.

## 7. Background Papers

Cabinet Report. Future Phases of Affordable Housing Development Programme Update, 17<sup>th</sup> January 2019

## 8. Appendices

None

**Southend-on-Sea Borough Council**

**Report of Executive Director  
(Neighbourhoods and Environment)**

**To  
Cabinet**

**On  
15 September 2020**

Report prepared by: Elizabeth Georgeou, Head of Regulatory  
Services

**Agenda  
Item No.**

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**Declaration of Air Quality Management Area No2**

**Lead Cabinet Member: Councillor Mulroney**

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**A Part 1 Public Agenda item.**

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**1. Purpose of Report**

- 1.1. To advise Cabinet that the air quality at the junctions of Victoria Avenue, West Street, and Priory Crescent A127, Southend has reported exceedences of the national air quality objectives for nitrogen dioxide. Following a detailed assessment for air quality at these junctions the Council has a statutory duty to declare an Air Quality Management Area (AQMA) across the area detailed in **Appendix 1** through an Air Quality Management Order.

**2. Recommendation**

- 2.1 **It is recommended that the statutory duty of the Local Authority under the Environment Act 1995 be discharged through:**
- 2.2 **Note the outcome of the 2020 Local Air Quality Management Detailed Assessment for Southend-on-Sea Borough Council for nitrogen dioxide exceedences at the junctions of Victoria Avenue, West Street and Priory Crescent.**
- 2.3 **Declare the proposed Air Quality Management Area boundaries for nitrogen dioxide, detailed within Appendix 1 as the Air Quality Management Area (No. 2) 2020. To approve the making of an Order under the Provisions of Section 83(1) of the Environment Act 1995 by formally designating the area as an Air Quality Management Area as detailed in Appendix 2.**
- 2.4 **The Air Quality Action Plan adopted by Council in July 2018 is to be reviewed in order to take into consideration the second AQMA.**

### 3. Background

- 3.1 Under the provisions of the Environment Act 1995, all Local Authorities are required to undertake a review and assessment of air quality within their area. The National Air Quality Strategy details the Government's proposals for tackling air quality on a national basis. The Air Quality Regulations 2000, as amended, lay down air quality objectives, including a timetable for achieving these, for 7 key pollutants. (benzene, 1,3 butadiene, carbon monoxide, lead, nitrogen dioxide, particulate matter and sulphur dioxide).
- 3.2 Local authorities report annually to the Department of Environment, Food and Rural Affairs (DEFRA) on air quality. Where the air quality objectives are exceeded the local authority is required to undertake a Detailed Assessment to provide an accurate assessment of the likelihood of the air quality objective being exceeded at locations with relevant exposure. The air quality objective for nitrogen dioxide is an annual mean of  $40\mu\text{g}\text{m}^{-3}$ .
- 3.3 The Council assesses air quality through 47 diffusion tubes which measure nitrogen dioxide and they are located across the borough in accordance with DEFRA Technical Guidance (Reference 3). The Council reports annually on these results to DEFRA and also takes into account major planning proposals, permitted processes, traffic levels, biomass, and background data from the DEFRA automatic monitoring station at Chalkwell.
- 3.4 Nitrogen Dioxide has a known harmful effect on human health and the environment. Road transport is the major source of air pollution in the UK. Up to 23,500 people die prematurely in the UK each year as a result of exposure to Nitrogen Dioxide and particulate matter, the effect on mortality is equivalent to 29,000 deaths in the UK annually. Generally for those that are young and in a good state of health, moderate air pollution levels are unlikely to have any serious short term effects. However, elevated levels and / or long term exposure to air pollution can lead to more serious symptoms and conditions affecting human health. This mainly affects the respiratory system, but in the longer term can also lead to more serious conditions such as heart disease and cancer. The most at risk from the impact of air pollutions include the elderly, young people and those with heart and respiratory diseases such as asthma and bronchitis.
- 3.5 There is currently one Air Quality Management Areas in Southend located at The Bell Junction (A127). This was declared in November 2016.
- 3.6 There are over 700 AQMA's declared in the UK, 90% of these are related to traffic emissions. In the Essex area there are AQMA's in Rochford (including Rayleigh Town Centre), Chelmsford, Epping Forest, Thurrock, Brentwood, and Uttlesford.
- 3.7 The main source of air pollution in the Borough is road traffic emissions from major roads, notably the A13, A127 and A1159. Other pollution sources including commercial, industrial, agricultural and domestic sources also make a contribution to background pollutant concentrations.

- 3.8 **Current Position:** The 2017 to 2019 Local Air Quality Management (LAQM) Annual Status Reports for Southend on Sea Borough Council highlighted the need for a Detailed Assessment to be undertaken for nitrogen dioxide at the Victoria Avenue junctions with West Street and Priory Crescent because the levels measured had exceeded the air quality objective with an annual mean concentration for nitrogen dioxide of 42.01  $\mu\text{g}/\text{m}^3$  in 2017, 38.4  $\mu\text{g}/\text{m}^3$  in 2018 and 39.1  $\mu\text{g}/\text{m}^3$  in 2019. These figures are close to or exceed the national air quality objective annual mean which is 40  $\mu\text{g}/\text{m}^3$ . However, passive diffusion tube data should only be used as a screening tool to indicate whether more accurate and reliable real-time monitoring should be undertaken.
- 3.9 To better inform the Detailed Assessment, the Council installed a temporary (May 2019 to March 2020) real-time, automatic monitoring station at the junction of Victoria Avenue and Priory Crescent. The results of the monitoring confirmed an annual mean nitrogen dioxide level of 51  $\mu\text{g}/\text{m}^3$ . An exceedance of the annual mean of 40  $\mu\text{g}/\text{m}^3$ .
- 3.10 The outcome of the modelling was compared against the AQ objectives. The 2020 Detailed Assessment identified exceedences of the National Air Quality Objectives for nitrogen dioxide at this junction and reported that an Air Quality Management Area should be declared.
- 3.11 The assessment identified the extent of the area which falls within the 40 $\mu\text{g}/\text{m}^3$  boundary of the proposed AQMA. It is recommended that the boundary of the AQMA be extended to 36 $\mu\text{g}/\text{m}^3$  and where a property is partially within that boundary it is included within the AQMA.
- 3.12 The Technical Guidance requires that where annual monitoring and local intelligence shows persistent exceedences the local authority is encouraged to consider moving immediately to declaring and establishing an AQMA and the development of an action plan to include measures to improve air quality.
- 3.13 The findings of the Detailed Assessment must be reported to DEFRA and the Council is now under a statutory duty to declare an Air Quality Management Area. The guidance does not give a definite timeframe for the declaration of the AQMA but indicates that the local authority should not delay this. Once the AQMA has been declared the Council will need to undertake a consultation to review the existing air quality action plan to try to improve the air quality in the area.

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

- 4.1 There is no option, the Local Authority must declare an AQMA where there are exceedences of the air quality objectives.

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

- 5.1 The Council has a statutory duty to review air quality in the Borough and assess whether standards and objectives are being achieved. Where air quality objectives are not met the Council must declare an AQMA and develop an air quality action plan to try to improve air quality.

- 5.2 For the more vulnerable groups of the community with an existing respiratory condition such as asthma or COPD this will be an opportunity to highlight the issue of the link between air quality and public health and focus more resources on proactive actions such as:
- Raising awareness and providing practical guidance on e.g. healthy lifestyles;
  - Targeted air quality alerts;
  - Indoor air quality.
- 5.3 Declaring an AQMA enables the Council to focus existing resources and identify resources to deal with improving air quality in the whole Borough as well as at traffic hot-spots, improving local air quality for the whole community as well as the more vulnerable.

## **6. Corporate Implications**

### **6.1 Contribution to the Southend 2050 Road Map**

6.1.1 The purpose of a declaration of an Air Quality Management Area is for the Council to try to improve air quality in areas where there are exceedences of an air quality through the delivery of an Air Quality Action Plan (AQAP). The Air Quality Action Plan, which was developed to try to improve air quality around the Air Quality Management Area at the Bell Junction, supports the Council's 2050 outcomes for having a Connected and Smart town which is clean and green. The AQAP also supports the Safe and Well outcome for transport and being a Green City, including influencing changes in modal transport. The Council will refresh the AQAP for the Bell Junction to include the junctions of Victoria Avenue with West Street and Priory Crescent.

### **6.2 Financial Implications**

6.2.1 There are likely cost implications to the Council to implement actions to improve air quality. The cost of which cannot be determined until the AQAP has been reviewed. Once resource costs of the action plan have been identified then the funding of these may need to be considered as part of the annual budget process, and for achieving the Council's 2050 outcomes. An application to DfT has already been made for so-called "pinch-point" funding.

### **6.3 Legal Implications**

6.3.1 The Council has a statutory duty to review air quality in the Borough and to take action in line with DEFRA Technical Guidance (TG)16. Where the detailed assessment identifies that the air quality objectives have been exceeded the local authority must declare an Air Quality Management Area and develop an action plan to try to improve air quality.

### **6.4 People Implications**

6.4.1 There are no People implications.

## **6.5 Property Implications**

6.5.1 There are no Property implications.

## **6.6 Consultation**

6.6.1 The Air Quality Steering Group oversees the implementation of action planning and annual reviews of the Air Quality Action Plan.

6.6.2 All residents and businesses who will be within the AQMA will be contacted advising them that the Council is declaring an AQMA, and providing them with an FAQ information sheet. They will also be directed to the Council's web pages on air quality to provide further information.

6.6.3 There will be a full consultation of the review of the current and proposed Air Quality Action Plan which will be completed in 2020. The Council will continue with monitoring of air quality within the AQMA2 and throughout the Borough.

## **6.7 Equalities and Diversity Implications**

6.7.1 There are no Equality and Diversity Implications. The action plan to improve air quality will have a positive impact on all groups.

## **6.8 Risk Assessment**

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

6.8.2 Failure to meet the air quality objectives is currently a breach of European Union law and fines may be imposed by the EU on the UK. DEFRA issued a policy statement with respect to Part 2 of the Localism Act 2011 indicating that if fines were to be imposed by the EU and the local authority was responsible for permitting the breach, the authority could be required to pay the full cost. There has been no indication on whether the ability to discharge UK financial penalties will replace the EU penalties.

## **6.9 Value for Money**

6.9.1 The Council co-ordinates with Essex to purchase air quality tubes and their subsequent analysis.

## **6.10 Community Safety Implications**

6.10.1 There are no Community Safety Implications.

## **6.11 Environmental Impact**

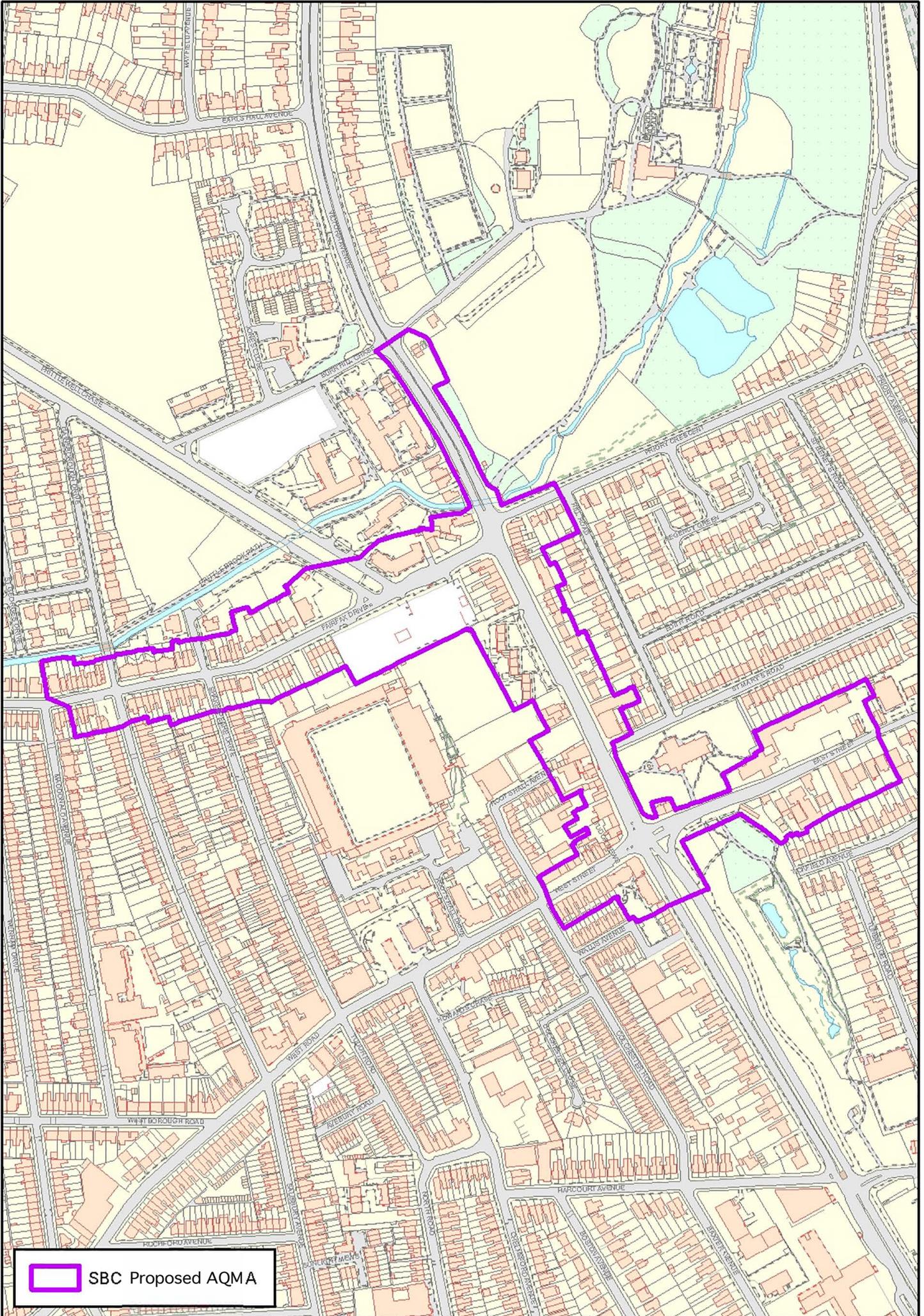
6.11.1 Air pollutants from transport include nitrogen oxides, carbon monoxide, hydrocarbons and particulates, all of which have a damaging impact on the health of fauna and flora.

## **7. Background Papers**

2020 Air Quality Annual Status Report for Southend on Sea Borough Council;  
DEFRA Policy Guidance (PG) 16 April 2016;  
DEFRA Technical Guidance (TG) 16 April 2016;  
2020 LAQM Detailed Assessment for Southend on Sea Borough Council.

## **8. Appendices**

**Appendix 1** Air Quality Management Area;  
**Appendix 2** Order and Schedules.



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## Air Quality Management Area Order

Southend on Sea Borough Council ("The Council"), in exercise of the powers conferred upon it by Section 83(1) of the Environment Act 1995, hereby makes the following Order.

1. This Order may be referred to as the Air Quality Management Area (Southend on Sea Borough Council) (No.2) Order 2020 and shall come into effect on
2. The effect of the Order is to designate an Air Quality Management Area ("the AQMA"), in respect of the area shown edged purple on the plan in Schedule 1 which includes the properties listed in Schedule 2 attached.
3. Where the AQMA includes any part of a property, it shall be taken to include the whole of that property (buildings and associated open space) within the same curtilage.
4. This area is designated in relation to a likely breach of the Nitrogen Dioxide (NO<sub>2</sub>) Annual Mean Objective as specified in the Air Quality Regulations 2000.
5. This Order shall remain in force until it is varied or revoked by a subsequent Order.

The Common Seal of SOUTHEND-ON-SEA  
BOROUGH COUNCIL was hereto affixed

DATED: \_\_\_\_\_

SIGNED: \_\_\_\_\_

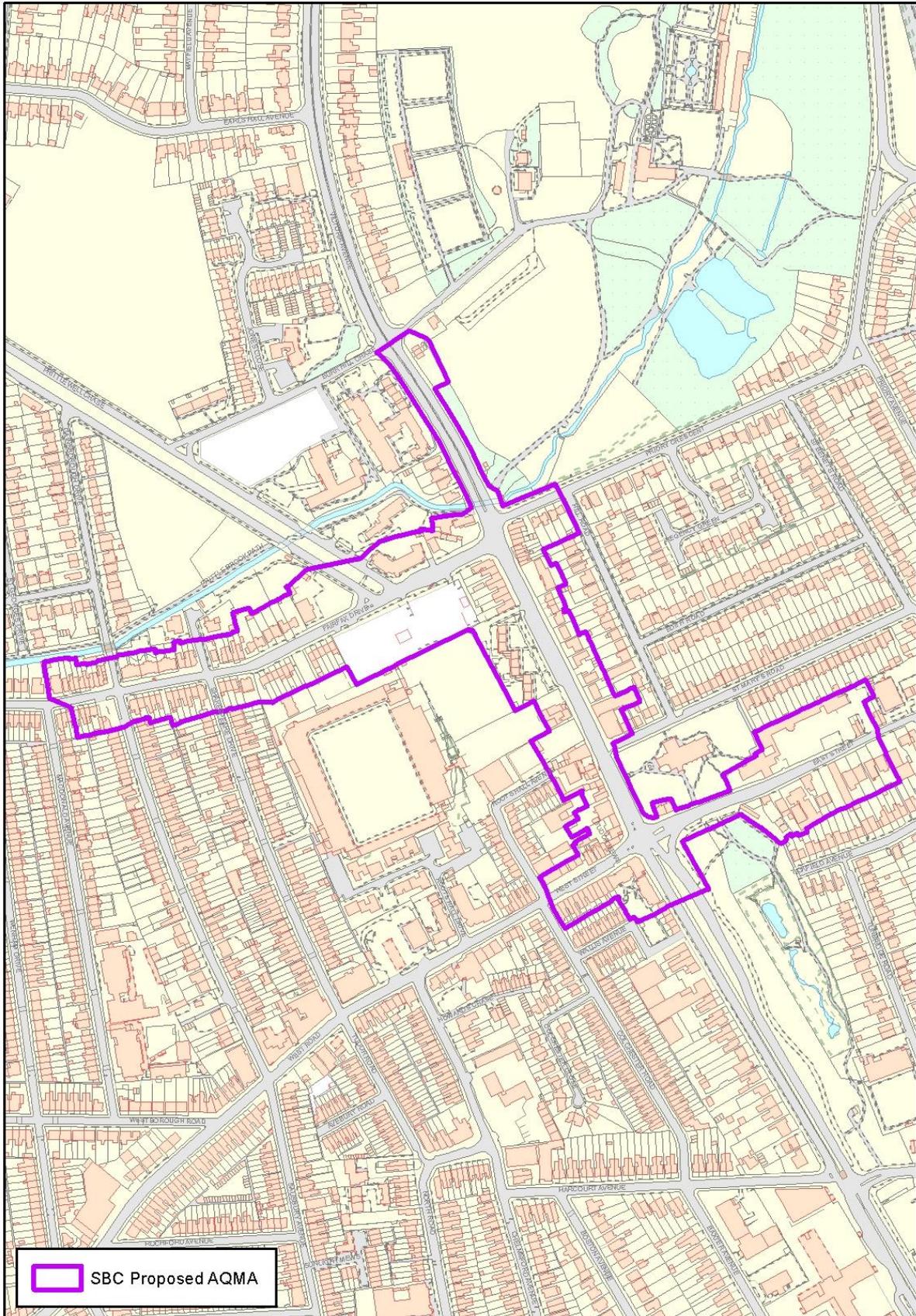
Attesting Officer

*Address for all communications:*  
Southend on Sea Borough Council, Civic Centre  
Victoria Avenue, Southend, Essex SS2 6ER

Notes: A copy of this Order and associated plan have been deposited and may be seen, free of charge, at the above address during normal working hours. It is also available on the Council's website [www.southend.gov.uk/airquality](http://www.southend.gov.uk/airquality). Enquiries should be directed to Regulatory Services at the above address, via telephone on 01702 215000 or else via the website.



**Air Quality Management Area 2**  
**Victoria Avenue, West/East Street, Fairfax Drive/Priory Crescent**



Schedule 2

Air Quality Management Area (Southend-on-Sea Borough  
Council) (No.2) Order 2020

ADDRESS	ORGANISATION	CLASS
Mens Snooker Club St Marys Hall Victoria Avenue Southend-On-Sea Essex SS2 6NA		Commercial
Bills Grills The Spread Eagle 263 - 267 Victoria Avenue Southend-On-Sea Essex SS2 6NE		Commercial
St Marys Hall Victoria Avenue Southend-On-Sea Essex SS2 6NA		Commercial, Community Services, Church Halls
Church Hall Providence Baptist Chapel East Street Southend-On-Sea Essex SS2 6LH		Commercial, Community Services, Church Halls
St Marys Prittlewell C Of E Primary School East Street Southend-On-Sea Essex SS2 6LQ		Commercial, Education, Primary, Junior, Infants or Middle School
Rear Of 9 West Street Southend-On- Sea Essex SS2 6HH		Commercial, Industrial, Workshops and Light Industrial
Rear Of 279 Victoria Avenue Southend-On-Sea Essex SS2 6NE		Commercial, Industrial, Workshops and Light Industrial
Rear Of 373 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Stair Designs Essex Limited	Commercial, Industrial, Workshops and Light Industrial
Unit 2 Roots Hall Avenue Southend- On-Sea Essex SS2 6HN	Sainsbury's	Commercial, Industrial, Workshops and Light Industrial
East Rear Of Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH	Electronic Music Services	Commercial, Industrial, Warehouses, Stores and Storage Depots
9A Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Cash For Clothes	Commercial, Industrial, Warehouses, Stores and Storage Depots
12 West Street Southend-On-Sea Essex SS2 6HJ	Room Escape Southend	Commercial, Leisure, Indoor and outdoor leisure and sporting activities
15 - 17 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	BMI Southend Hospital	Commercial, Medical, Hospitals and Hospices
Rooms 2 4 And 5 Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH	Lars Davidsson Consulting International	Commercial, Medical, Professional Medical Services

Rooms 7 And 7a Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH		Commercial, Offices, Offices and Work Studios
Room 9 Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH		Commercial, Offices, Offices and Work Studios
9 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG		Commercial, Offices, Offices and Work Studios
Room 1 Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH		Commercial, Offices, Offices and Work Studios
Room 6 Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH		Commercial, Offices, Offices and Work Studios
Rooms 8 And 8a Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH		Commercial, Offices, Offices and Work Studios
Room 10 Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH		Commercial, Offices, Offices and Work Studios
Clear Structures Ltd West Rear Of Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH	Clear Structures Ltd	Commercial, Offices, Offices and Work Studios
Show Flat And Office At Prospects Place 10 Fairfax Drive Westcliff-On-Sea Essex SS0 9FR		Commercial, Offices, Offices and Work Studios
19 West Street Southend-On-Sea Essex SS2 6HH	1st Call Premier Wills	Commercial, Retail, Retail Service Agents
Tanners Funeral Directors 26 East Street Southend-On-Sea Essex SS2 6LH	Tanners Funeral Directors	Commercial, Retail, Retail Service Agents
Swan Hall 255 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Leaders Limited	Commercial, Retail, Retail Service Agents
14 West Street Southend-On-Sea Essex SS2 6HJ	People's Chemist	Commercial, Retail, Retail Service Agents
The Blue Boar 177 Victoria Avenue Southend-On-Sea Essex SS2 6EL		Commercial, Retail, Pubs, Bars and Nightclubs
263 - 267 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Spread Eagle	Commercial, Retail, Pubs, Bars and Nightclubs
Golden Lion Public House 287 - 289 Victoria Avenue Southend-On-Sea Essex SS2 6NE		Commercial, Retail, Pubs, Bars and Nightclubs
11 East Street Southend-On-Sea Essex SS2 6LQ	The Fish House	Commercial, Retail, Restaurants and Cafes
13 West Street Southend-On-Sea Essex SS2 6HH	Channy's Kitchen	Commercial, Retail, Restaurants and Cafes
359 Victoria Avenue Southend-On-Sea Essex SS2 6NH		Commercial, Retail, Shops and Showrooms
372 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Golden Locks Ltd	Commercial, Retail, Shops and Showrooms

Bridal Boutique 376 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Bridal Boutique	Commercial, Retail, Shops and Showrooms
32 East Street Southend-On-Sea Essex SS2 6LH	Dragonfly Florist	Commercial, Retail, Shops and Showrooms
374 Victoria Avenue Southend-On-Sea Essex SS2 6NA		Commercial, Retail, Shops and Showrooms
275 Victoria Avenue Southend-On-Sea Essex SS2 6NE		Commercial, Retail, Shops and Showrooms
277 Victoria Avenue Southend-On-Sea Essex SS2 6NE		Commercial, Retail, Shops and Showrooms
343 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Sainsbury's	Commercial, Retail, Shops and Showrooms
351 Victoria Avenue Southend-On-Sea Essex SS2 6NH	T C Wong & Co	Commercial, Retail, Shops and Showrooms
257 - 259 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Leaders Limited	Commercial, Retail, Shops and Showrooms
Spira 373 Victoria Avenue Southend-On-Sea Essex SS2 6JL	Spira	Commercial, Retail, Shops and Showrooms
9 West Street Southend-On-Sea Essex SS2 6HH	Habeeb Essentials	Commercial, Retail, Shops and Showrooms
82 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Bel Air Sub-Aqua	Commercial, Retail, Shops and Showrooms
355 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Sainsbury's	Commercial, Retail, Shops and Showrooms
106 Fairfax Drive Westcliff-On-Sea Essex SS0 9BH		Commercial, Retail, Shops and Showrooms
6 West Street Southend-On-Sea Essex SS2 6HJ	Meades Florist	Commercial, Retail, Shops and Showrooms
15 West Street Southend-On-Sea Essex SS2 6HH		Commercial, Retail, Shops and Showrooms
Shop 104 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Corner Supermarket	Commercial, Retail, Shops and Showrooms
7 West Street Southend-On-Sea Essex SS2 6HH	Desi Foods	Commercial, Retail, Shops and Showrooms
8 West Street Southend-On-Sea Essex SS2 6HJ	Blow Hairdressers	Commercial, Retail, Shops and Showrooms
300 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Kindercare	Commercial, Retail, Shops and Showrooms
11 West Street Southend-On-Sea Essex SS2 6HH	Shiloh Beauty	Commercial, Retail, Shops and Showrooms
Essex Barber 3 West Street Southend-On-Sea Essex SS2 6HH	Essex Barber	Commercial, Retail, Shops and Showrooms
Happy House 21 West Street Southend-On-Sea Essex SS2 6HH	Happy House	Commercial, Retail, Shops and Showrooms
Southend FC Shop 299 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Southend FC Shop	Commercial, Retail, Shops and Showrooms
10 West Street Southend-On-Sea Essex SS2 6HJ	Gems Supporting Great Ormond Street	Commercial, Retail, Shops and Showrooms
Ground Floor 16 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Premier Stores	Commercial, Retail, Shops and Showrooms

17 West Street Southend-On-Sea Essex SS2 6HH	Sikall Recruitment Limited	Commercial, Retail, Shops and Showrooms
2A West Street Southend-On-Sea Essex SS2 8HJ		Commercial, Retail, Shops and Showrooms
Room 3 Prittlewell House 30 East Street Southend-On-Sea Essex SS2 6LH	Hottwerk Ltd	Commercial, Retail, Other Licensed Premises/ Vendors
Willam Hill Bookmakers 2 - 4 West Street Southend-On-Sea Essex SS2 6HJ	Willam Hill Bookmakers	Commercial, Retail, Other Licensed Premises/ Vendors
363 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Super Pizza	Commercial, Retail, Fast food Outlets/ Takeaways
365 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Himalaya Punjab	Commercial, Retail, Fast food Outlets/ Takeaways
Best Kebab 5 West Street Southend- On-Sea Essex SS2 6HH	Best Kebab	Commercial, Retail, Fast food Outlets/ Takeaways
The Pizza Man 345 Victoria Avenue Southend-On-Sea Essex SS2 6NH	The Pizza Man	Commercial, Retail, Fast food Outlets/ Takeaways
117A Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ		Residential, Dwellings, Detached
316 Victoria Avenue Southend-On-Sea Essex SS2 6NA		Residential, Dwellings, Detached
320 Victoria Avenue Southend-On-Sea Essex SS2 6NA		Residential, Dwellings, Detached
28A East Street Southend-On-Sea Essex SS2 6LH		Residential, Dwellings, Detached
54 East Street Southend-On-Sea Essex SS2 6LH		Residential, Dwellings, Detached
56 East Street Southend-On-Sea Essex SS2 6LH		Residential, Dwellings, Detached
70 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF		Residential, Dwellings, Detached
119 Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ		Residential, Dwellings, Detached
96 Shakespeare Drive Westcliff-On- Sea Essex SS0 9AE		Residential, Dwellings, Detached
312 Victoria Avenue Southend-On-Sea Essex SS2 6NA		Residential, Dwellings, Detached
318 Victoria Avenue Southend-On-Sea Essex SS2 6NA		Residential, Dwellings, Detached
338 Victoria Avenue Southend-On-Sea Essex SS2 6NA		Residential, Dwellings, Detached
The Coach House 36 Roots Hall Avenue Southend-On-Sea Essex SS2 6HN		Residential, Dwellings, Detached
28 East Street Southend-On-Sea Essex SS2 6LH		Residential, Dwellings, Detached
388 Victoria Avenue Southend-On-Sea Essex SS2 6NB		Residential, Dwellings, Semi-Detached
390 Victoria Avenue Southend-On-Sea Essex SS2 6NB		Residential, Dwellings, Semi-Detached

6 Priory Crescent Southend-On-Sea Essex SS2 6JX	Residential, Dwellings, Semi-Detached
8 Priory Crescent Southend-On-Sea Essex SS2 6JX	Residential, Dwellings, Semi-Detached
10 Priory Crescent Southend-On-Sea Essex SS2 6JX	Residential, Dwellings, Semi-Detached
12 Priory Crescent Southend-On-Sea Essex SS2 6JX	Residential, Dwellings, Semi-Detached
1 St Mary's Road Southend-On-Sea Essex SS2 6JR	Residential, Dwellings, Semi-Detached
50 East Street Southend-On-Sea Essex SS2 6LH	Residential, Dwellings, Semi-Detached
52 East Street Southend-On-Sea Essex SS2 6LH	Residential, Dwellings, Semi-Detached
59 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Semi-Detached
49 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Semi-Detached
51 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Semi-Detached
53 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Semi-Detached
55 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Semi-Detached
57 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Semi-Detached
279 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Residential, Dwellings, Semi-Detached
61 East Street Southend-On-Sea Essex SS2 6LQ	Residential, Dwellings, Semi-Detached
59 East Street Southend-On-Sea Essex SS2 6LQ	Residential, Dwellings, Semi-Detached
36 East Street Southend-On-Sea Essex SS2 6LH	Residential, Dwellings, Semi-Detached
340 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Terraced
105 Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Terraced
96 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
98 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
100 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
102 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
111 Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Terraced
114 Fairfax Drive Westcliff-On-Sea Essex SS0 9BH	Residential, Dwellings, Terraced

86 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
88 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
90 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
118 Fairfax Drive Westcliff-On-Sea Essex SS0 9BH	Residential, Dwellings, Terraced
120 Fairfax Drive Westcliff-On-Sea Essex SS0 9BH	Residential, Dwellings, Terraced
92 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
271 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Residential, Dwellings, Terraced
342 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Terraced
364 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Terraced
60 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
61 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Terraced
62 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
72 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
74 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
76 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
84 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
42 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
46 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
54 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
56 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
58 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
273 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Residential, Dwellings, Terraced
75 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Terraced
113 Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Terraced
116 Fairfax Drive Westcliff-On-Sea Essex SS0 9BH	Residential, Dwellings, Terraced

117 Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Terraced
67 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Terraced
73 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Terraced
269 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Residential, Dwellings, Terraced
40 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
44 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
63 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Terraced
64 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Terraced
344 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Terraced
360 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Terraced
362 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Terraced
366 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Terraced
368 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Terraced
34 East Street Southend-On-Sea Essex SS2 6LH	Residential, Dwellings, Terraced
365A Victoria Avenue Southend-On-Sea Essex SS2 6NH	Residential, Dwellings, Flat
155A Victoria Avenue Southend-On-Sea Essex SS2 6EL	Residential, Dwellings, Flat
23A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
93 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
95 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
97 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
99 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
101 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
107A Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Flat
115A Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Flat
77 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat

81 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
85 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
91 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
Flat A 350 Victoria Avenue Southend- On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
Flat B 350 Victoria Avenue Southend- On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
Flat C 350 Victoria Avenue Southend- On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
Flat D 350 Victoria Avenue Southend- On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
Flat E 350 Victoria Avenue Southend- On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
Flat F 350 Victoria Avenue Southend- On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
91 Gainsborough Drive Westcliff-On- Sea Essex SS0 0SN	Residential, Dwellings, Flat
Lower Flat 32 East Street Southend- On-Sea Essex SS2 6LH	Residential, Dwellings, Flat
89 Gainsborough Drive Westcliff-On- Sea Essex SS0 0SN	Residential, Dwellings, Flat
115 Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Flat
306 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
310 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
341 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Residential, Dwellings, Flat
349 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Residential, Dwellings, Flat
357 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Residential, Dwellings, Flat
370A Victoria Avenue Southend-On- Sea Essex SS2 6NA	Residential, Dwellings, Flat
370 Victoria Avenue Southend-On-Sea Essex SS2 6NA	Residential, Dwellings, Flat
7A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
9A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
13A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
17A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
23 West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat

1 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
3 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
5 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
6 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
8 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
10 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
12 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
15 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
17 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
19 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
21 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
23 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
25 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
27 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
29 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
32 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
36 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
1 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
3 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
5 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
7 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
9 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
11 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
12 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
32A East Street Southend-On-Sea Essex SS2 6LH	Residential, Dwellings, Flat

Staff Accomodation The Spread Eagle Public House 263 - 267 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Residential, Dwellings, Flat
Lower Flat 65 Fairfax Drive Westcliff- On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
Upper Flat 65 Fairfax Drive Westcliff- On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
4A West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat Above 11 East Street Southend- On-Sea Essex SS2 6LQ	Residential, Dwellings, Flat
48 Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Flat
Flat 2 The Blue Boar Public House 177 Victoria Avenue Southend-On-Sea Essex SS2 6EQ	Residential, Dwellings, Flat
Flat 4 The Blue Boar Public House 177 Victoria Avenue Southend-On-Sea Essex SS2 6EQ	Residential, Dwellings, Flat
1 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
3 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
5 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
7 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
8 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
9A East Street Southend-On-Sea Essex SS2 6LQ	Residential, Dwellings, Flat
6A West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
9B East Street Southend-On-Sea Essex SS2 6LQ	Residential, Dwellings, Flat
79 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
83 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
87 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
89 Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
107 Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Flat
109 Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Flat
101 Gainsborough Drive Westcliff-On- Sea Essex SS0 0SN	Residential, Dwellings, Flat

109A Fairfax Drive Westcliff-On-Sea Essex SS0 9BQ	Residential, Dwellings, Flat
93 Gainsborough Drive Westcliff-On-Sea Essex SS0 0SN	Residential, Dwellings, Flat
77A Fairfax Drive Westcliff-On-Sea Essex SS0 9AG	Residential, Dwellings, Flat
4 Tudor Mews Southend-On-Sea Essex SS2 6AU	Residential, Dwellings, Flat
5 Tudor Mews Southend-On-Sea Essex SS2 6AU	Residential, Dwellings, Flat
Staff Accomodation Golden Lion 287 - 289 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Residential, Dwellings, Flat
3A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
11A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
19A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
Flat Above 104 Fairfax Drive Westcliff- On-Sea Essex SS0 9AF	Residential, Dwellings, Flat
82A Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Flat
372A Victoria Avenue Southend-On- Sea Essex SS2 6NA	Residential, Dwellings, Flat
155 Victoria Avenue Southend-On-Sea Essex SS2 6EL	Residential, Dwellings, Flat
48A Fairfax Drive Westcliff-On-Sea Essex SS0 9AF	Residential, Dwellings, Flat
345A Victoria Avenue Southend-On- Sea Essex SS2 6NH	Residential, Dwellings, Flat
374A Victoria Avenue Southend-On- Sea Essex SS2 6NA	Residential, Dwellings, Flat
310A Victoria Avenue Southend-On- Sea Essex SS2 6NA	Residential, Dwellings, Flat
Flat 1 The Blue Boar Public House 177 Victoria Avenue Southend-On-Sea Essex SS2 6EQ	Residential, Dwellings, Flat
Flat 3 The Blue Boar Public House 177 Victoria Avenue Southend-On-Sea Essex SS2 6EQ	Residential, Dwellings, Flat
Flat 5 The Blue Boar Public House 177 Victoria Avenue Southend-On-Sea Essex SS2 6EQ	Residential, Dwellings, Flat
21A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
5A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat
15A West Street Southend-On-Sea Essex SS2 6HH	Residential, Dwellings, Flat

2 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
4 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
6 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
8 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
10 Stable Mews Victoria Avenue Southend-On-Sea Essex SS2 6WR	Residential, Dwellings, Flat
261 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Residential, Dwellings, Flat
257A Victoria Avenue Southend-On- Sea Essex SS2 6NE	Residential, Dwellings, Flat
2 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
4 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
6 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
9 Reynolds House West Street Southend-On-Sea Essex SS2 6WY	Residential, Dwellings, Flat
2 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
4 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
7 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
9 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
11 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
14 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
16 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
18 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
20 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
22 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
24 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
26 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
30 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
33 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat

35 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
37 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
28 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
34 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
31 St Marys Court Victoria Avenue Southend-On-Sea Essex SS2 6NF	Residential, Dwellings, Flat
32B East Street Southend-On-Sea Essex SS2 6LH	Residential, Dwellings, Flat
Flat At Rear Of 279 Victoria Avenue Southend-On-Sea Essex SS2 6NE	Residential, Dwellings, Flat
3 Tudor Mews Southend-On-Sea Essex SS2 6AU	Residential, Dwellings, Flat
2 Tudor Mews Southend-On-Sea Essex SS2 6AU	Residential, Dwellings, Flat
353 Victoria Avenue Southend-On-Sea Essex SS2 6NH	Residential, Dwellings, Flat
Flat 1 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 2 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 3 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 4 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 5 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 6 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 7 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 8 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 9 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 10 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat

Flat 11 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 12 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 13 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 14 Roots Hall House 10 - 22 West Street Southend-On-Sea Essex SS2 6HJ	Residential, Dwellings, Flat
Flat 36 Prospects Place 10 Fairfax Drive Westcliff-On-Sea Essex SS0 9FR	Residential, Dwellings, Flat
Flat 37 Prospects Place 10 Fairfax Drive Westcliff-On-Sea Essex SS0 9FR	Residential, Dwellings, Flat
Flat 38 Prospects Place 10 Fairfax Drive Westcliff-On-Sea Essex SS0 9FR	Residential, Dwellings, Flat
Flat 39 Prospects Place 10 Fairfax Drive Westcliff-On-Sea Essex SS0 9FR	Residential, Dwellings, Flat

# Southend-on-Sea Borough Council

Report of Chief Executive Director (Adults & Communities)

to

Cabinet

on

15<sup>th</sup> September 2020

Report prepared by: Tandra Forster

Agenda  
Item No.

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## Mid & South Essex Health & Care Partnership MoU

People Scrutiny Committee  
Cabinet Member: Councillor Harp  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

This paper presents the Mid & South Essex Health & Care Partnership Memorandum of Understanding (MOU), for the approval of the Cabinet.

### 2. Recommendations

2.1 Cabinet is asked to approve the Mid & South Essex Health & Care Partnership Memorandum of Understanding (attached at Appendix 2) enabling the Lead Officer to sign the MoU on behalf of the organisation.

2.2 In so doing, Cabinet acknowledges that Terms of Reference (ToR) for groups outlined in the MoU (the Health & Care Partnership Board, System Finance Leaders, Clinical and Professional Forum, etc) will be considered and approved by the Health & Care Partnership Board. All ToR will align with the principles of the MoU.

### 3. Background

3.1 Following discussion by the Health & Care Partnership Board and Partnership Chairs' Group, a system-wide Governance Task and Finish Group was established, chaired by Alan Tobias, to develop a memorandum of understanding to guide the work of the Health & Care Partnership.

3.2 The Task and Finish Group comprised representatives from across the system (see Appendix 1). The group met three times, to work through iterations of a MoU, building on work undertaken in Thurrock, and learning from other systems.

3.3 Partners had differing perspectives on the level of detail the MoU should provide. The MoU seeks to steer a middle path, maintaining flexibility rather than providing definitive descriptions of actions and functions in all areas,

particularly as no part of the MoU is legally binding. We have aimed to describe our intent to work in partnership.

### 3. PRINCIPLES

The MoU is:

- Based on an ethos that the Partnership is a **servant of the people** in Mid and South Essex.
- Seeks to ensure **collective decision-making to improve the health and wellbeing of our residents.**
- Has a **central principle of subsidiarity.**
- Commits to **supporting Place** as the primary planning footprint for both delivery of population health and integration of NHS, and adult and children's social care services.
- Recognises the **pivotal role of our Health and Wellbeing Boards** in setting joint health and wellbeing strategies to reduce health inequalities.
- Recognises the central role of **Local Authority Health Overview and Scrutiny** arrangements with responsibilities for holding health and care organisations to account and for scrutinizing major service changes
- Recognises the **regulatory functions of the NHS.**

This MoU is **not**:

- A legal contract. It is not intended to be legally binding and no legal obligations or legal rights shall arise between the Partners as a result of signing the MoU.
- Intended to replace or override the legal and regulatory frameworks that apply to our statutory NHS organisations and Local Authorities.

### 4. Other Options

As set out this MOU provides guiding principles for how the Health and Care Partnership will work together and was developed collaboratively therefore no other options were considered.

### 5. Reasons for Recommendations

To enable us to participate and contribute fully in the Mid and South Essex Partnership.

### 6. Corporate Implications

- 6.1 Contribution to the Southend 2050 Road Map – this partnership supports the delivery of 2050 and in particular Active and Involved and Safe and Well.

## 6.2 Financial Implications

The MOU respects subsidiarity and therefore will not create financial implications.

## 6.3 Legal Implications

None – the MOU respects the principle of subsidiarity and recognises that any decisions will need to be agreed through established governance of individual organisations.

## 6.4 People Implications

None

## 6.5 Property Implications

None

## 6.6 Consultation

None

## 6.7 Equalities and Diversity Implications

None

## 6.8 Risk Assessment

None

## 6.9 Value for Money

None

## 6.10 Community Safety Implications

None

## 6.11 Environmental Impact

None

## 7. **Background Papers**

None

## 8. **Appendices**

Appendix 1 - Task and Finish Group

Appendix 2 – Mid South Essex MOU

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## **Appendix 1 – Membership of the Governance Task & Finish Group**

Alan Tobias (Chair),

Mike Thorne, Independent Chair, Health & Care Partnership

Ian Wake, Director of Public Health, Thurrock

Viv Barnes, Director of Governance & Performance, Mid-Essex CCG (representing the 5 CCGs)

Nick Spenceley, Non-executive Director, BBCCG

Brinda Sittapah, Company Secretary, Southend Hospital

Lauren MacIntyre, Director Corporate Affairs, NELFT

Phil Richards, Executive Finance Director & Corporate Secretary, Provide

Nigel Leonard, Executive Director, Strategy & Transformation, EPUT

Nick Faint, Director of Partnerships, Southend Council (handed over to Benedict Leigh, Interim Director of Commissioning, Southend Council)

Simon Froud, Director of Locality Delivery, ECC

Jo Cripps, Programme Director, Health & Care Partnership

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Mid and South Essex  
Health and Care  
Partnership

**Appendix 2**

# Memorandum of Understanding & Ways of Working

June 2020

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## Foreword

Since the creation of our Partnership, the way we work has been further strengthened by a shared commitment to deliver the best care and outcomes possible for the 1.2 million people living in our area. We have recently published our 5-Year Strategy and Delivery Plan which outlines our vision and ambitions and refreshes our commitment to working together for the benefit of our residents.

As a Partnership we have a number of lines of accountability – to each other, as partners, to our residents and service users and, for NHS partners, to government through NHS England and NHS Improvement. Through that route, two key expectations for systems have been identified:

- That we will work together to agree and deliver a **coordinated programme of transformational change**, to secure the long-term sustainability, ensure local delivery of the NHS Long Term Plan (LTP) and to support transformation of health and care at System, Place and Locality.
- That we will **collectively manage system performance**, noting that individual organisations retain individual statutory accountabilities.

The challenge for the Partnership is to manage these expectations while also working together as equal partners. This document sets out how we will do this. We have aimed to:

- Put people at the heart of our approach, and not organisations.
- Honour the principle of subsidiarity
- Be respectful of the statutory functions and accountabilities of individual organisations
- Be as “light touch” as possible, while recognising the requirements placed upon us as outlined above, and that collectively, we are stewards of public services and funding.

We have agreed to develop this Memorandum of Understanding (MoU) to strengthen existing joint working arrangements and support our future development. This document is in two parts:

1. Memorandum of Understanding – that provides an overview of the Partnership, its vision and priorities, principles for integrated working and a description of the functions at System, Place and Locality/Primary Care Network
2. Ways of working - that provides an overview of the governance arrangements and expectations for mutual accountability and collective agreement.

The Covid-19 emergency has accelerated transformational change across the system. We have learned just how much can be done when led from the front line. The emergency has led to even closer

working between organisations and sectors at place level and we realise that there is thereby still greater potential for change which is beneficial to all.

While we have made great strides, we know there is a lot more to do. The health and care system will continue to be under significant pressure, and we must address health inequalities. We all agree that working more closely together at System, Place and Locality level will enable us to tackle these challenges and achieve our ambitions. This MoU demonstrates our clear commitment to do this.

**Professor Michael Thorne CBE**  
**Independent Chair**  
**Mid & South Essex Health and Care Partnership**

## Part 1: Memorandum of Understanding

### Overarching Principles:

This MoU:

- Is based on an ethos that the Partnership is a **servant of the people** in Mid and South Essex.
- Seeks to ensure **collective decision-making** to **improve the health and wellbeing of our residents**.
- Has a **central principle of subsidiarity**.
- Commits to **supporting Place** as the primary planning footprint for both delivery of population health and integration of NHS, and adult and children's social care services.
- Recognises the **pivotal role of our Health and Wellbeing Boards** in setting joint health and wellbeing strategies to reduce health inequalities.
- Recognises the central role of **Local Authority Health Overview and Scrutiny** arrangements with responsibilities for holding health and care organisations to account and for scrutinizing major service changes
- Recognises the **regulatory functions of the NHS**.

This MoU is **not**:

- A legal contract. It is not intended to be legally binding and no legal obligations or legal rights shall arise between the Partners from this MoU.
- Intended to replace or override the legal and regulatory frameworks that apply to our statutory NHS organisations and Local Authorities.



# 1. Parties to the Memorandum

1.1 The members of the Mid and South Essex Health and Care Partnership (the **Partnership**), and parties to this Memorandum of Understanding (MoU), are:

## Local Authorities

- Essex County Council\* #
- Southend-on-Sea Borough Council #
- Thurrock Council #

## NHS Commissioners

- NHS Basildon & Brentwood CCG
- NHS Castle Point & Rochford CCG
- NHS Mid-Essex CCG
- NHS Southend CCG
- NHS Thurrock CCG

## NHS Service Providers

- East of England Ambulance Services Trust \*
- Essex Partnership University NHS Foundation Trust \*
- North East London NHS Foundation Trust \*
- Mid & South Essex NHS Foundation Trust
- Provide CIC \*

## Health Regulator and Oversight Bodies

- NHS England
- NHS Improvement

## Other Partners

- Healthwatch Essex\*
- Healthwatch Southend
- Healthwatch Thurrock
- Community & Voluntary Sector Network
- University College London Partners (UCLP)\*
- Eastern Academic Health Science Network\*

\* These organisations are also part of neighbouring Integrated Care Systems.

# The policy agenda and priorities for Local Authorities are set out by democratically elected councilors and cabinet and these are subject to scrutiny alongside management of finance and performance.

- 1.2 As members of the Partnership all of these organisations subscribe to the vision, principles, values and behaviours stated below, and agree to participate in the governance and accountability arrangements set out in this MoU.
- 1.3 Certain aspects of the MoU are not relevant to particular types of organisation within the partnership. These are indicated in the table at **Annex 1**.

### **Definitions and Interpretation**

- 1, 4 This Memorandum is to be interpreted in accordance with the Definitions and Interpretation set out in Schedule 1, unless the context requires otherwise.

### **Term**

- 1.5 This MoU shall commence on the date of signature of the Partners. It shall be reviewed within its first year of operation to ensure it remains consistent with the evolving requirements of the Partnership as an Integrated Care System. It shall thereafter be subject to an annual review of the arrangements by the Partnership Board.

## 2. Purpose

- 2.1. The purpose of this MoU is to formalise and build on our existing partnership arrangements and relationships. It does not seek to introduce a hierarchical model; rather it provides a mutual accountability framework, based on principles of subsidiarity, to ensure we have collective ownership of delivery. It also provides the basis for a refreshed relationship with national oversight bodies.
- 2.2. The MOU defines an agreed governance framework that specifies the functions that will be delivered at:
  - Locality (ie. Sub-place footprint/Primary Care Network) level.
  - Place (ie. The four places linked to respective Health and Wellbeing Boards)
  - System (ie. Health & Care Partnership/Mid and South Essex) level
- 2.3. The MoU also outlines how partners will discharge the two key roles for the Integrated Care System, as defined by NHS England and Improvement. These are to;
  - Work together to agree and deliver a **coordinated programme of transformational change**, to secure the long-term sustainability of the system, ensure local delivery of the LTP and to support transformation of delivery of health and care at System, Place and Locality.
  - **Collectively manage system performance**, including the overall NHS financial and operational performance of the system, noting that individual organisations retain individual (and statutory) accountabilities
- 2.4. Partners to this MoU recognise that the system needs to move from a transactional model of commissioning /provision to a model of collaboration between health and care providers based on population health outcomes; and to transform healthcare services from a focus purely on treatment to one that also prevents ill health from occurring and has a strengths-based approach.
- 2.5. Our 5-year Strategy and Delivery Plan has outlined how we will take a Population Health System approach by working together to a common set of health and wellbeing outcomes.
- 2.6. We wish this MOU to provide pragmatic solutions to integration and partnership working and to avoid adding extra unnecessary layers of governance, bureaucracy or complexity. We aim to avoid creating rigid long term structures that are unable to evolve over time or which undermine the existing governance and statutory responsibilities of our individual organisations.

- 2.7. The MoU is not a legal contract. It is not intended to be legally binding and no legal obligations or legal rights shall arise between the Partners from this MoU. It is a formal understanding between all of the Partners who have each entered into this MoU intending to honour all their obligations under it.
- 2.8. Nothing in this MoU is intended to, or shall be deemed to, establish any partnership or joint venture between the Partners to the MoU, constitute a Partner as the agent of another, nor authorise any of the Partners to make or enter into any commitments for or on behalf of another Partner.

### 3. Our Vision & Ambitions

- 3.1 We have worked together to develop a shared vision for health and care services across Mid and South Essex. All proposals, both as Partner organisations and at a Partnership level should be supportive of the delivery of this vision:

*"A health and care partnership working for a better quality of life in a thriving Mid and South Essex, with every resident making informed choices in a strengthened health and care system"*

We are committed to supporting:

**Healthy Start** – helping every child to have the best start in life

- Supporting parents and carers, early years settings and schools, tackling inequality and raising educational attainment.

**Healthy Minds** – reducing mental health stigma and suicide.

- Supporting people to feel comfortable talking about mental health, reducing stigma and encouraging communities to work together to reduce suicide

**Healthy Places** – creating environments that support healthy lives.

- creating healthy workplaces and a healthy environment, tackling worklessness, income inequality and poverty, improving housing availability, quality and affordability, and addressing homelessness and rough sleeping.

**Healthy Communities** – spring from participation

- making sure everyone can participate in community life, empowering people to improve their own and their communities' health and wellbeing, and to tackle loneliness and social isolation

**Healthy Living** – supporting better lifestyle choices to improve wellbeing and independent lives

- Helping everyone to be physically active, making sure they have access to healthy food, and reducing the use of tobacco, illicit drugs, alcohol and gambling.

**Healthy Care** – joining up our services to deliver the right care, when you need it, closer to home

- From advice and support to keep well, through to life saving treatment, we will provide access to the right care in the best place whether at home, in your community, GP practice, online or in our hospitals.

3.2 Our priorities for improving health outcomes, joining up care locally, and living within our financial means were set out in our [5-year Strategy & Delivery Plan](#) and this MoU should be read in conjunction with the Strategy.

3.3 We have agreed through our 5-Year Strategy that our focus as a partnership should be to **reduce health inequalities** by seeking to shift resources to address the “inverse care law”. We will do this by:

Creating opportunity by working with our partners  
*Education, Housing, Employment, Growth*

Supporting healthy lifestyles by influencing our population  
*Prevention of ill health*

Bringing care closer to home by creating more local services  
*Primary Care Networks, Place-based support*

Transforming & improving our services – to be the best  
*Primary Care, mental health, cancer, etc*

## 4 Principles for integrated working

This MOU, and more widely the way we plan, commission and deliver a Population Health System through an ICS is based on the following principles which all signatories to this MOU agree to:

- 1. Prevention.** We will transform services from ones that react to health and care need, to ones that play a proactive part in keeping our residents as healthy and independent for as long as possible. We will intervene earlier to help people remain well. We recognise that this approach is both good for our population's health and wellbeing, and saves money in the longer term.
- 2. Partnership.** *Progress occurs at the speed of trust.* We will ensure that future transformation and integration builds upon the strong relationships and partnerships at System, Place and Locality/PCN level and see to protect and nurture these relationships. We will ensure that future partnership arrangements include the widest possible range of stakeholders. As partners, at every level we will act for the benefit of the population we serve, and not for organisational self-interest. We will ensure that our residents are engaged as equal partners in decision making on future transformation activity at the most appropriate level.
- 3. Whole Systems Thinking.** We recognise the value of coordinated action across all providers at each level of the system, as the best way to address the health and wellbeing challenges that our residents face. We have developed a single outcomes framework that operates across System, Place and Locality footprints. We seek to define population outcomes based contracts that coordinate action across multiple providers to ensure our system becomes sustainable over the long term.
- 4. Strengths and Asset Based Approach.** We believe in a 'strengths and solutions' based approach. We see the individual as a whole person with differing needs and wants, not a passive recipient of "top down" services. We will harness and empower individuals to solve their own problems, with service providers support to 'fill the gaps'. We will leverage existing community and third sector assets in care delivery, connecting individuals with support outside of traditional NHS or Social Care interventions. This strengths based approach to delivering care will generate positive and varied solutions tailored to the wider wellbeing needs of each resident, not a 'one size fits all' option.
- 5. Subsidiarity.** We believe in 'building from the bottom up'. We want to plan and deliver care in the heart of our communities. We recognise that PCNs and localities are the building blocks around which integration best occurs. We will devolve planning and delivery down to the lowest possible level where it makes sense to do so. Our starting point for service delivery, transformation and integration will be locality/sub locality level and we will only plan, commission and deliver services over wider geographical footprints where a clear case can be made that this is necessary.

- 6. Empowering front line staff to do the right thing.** We believe in 'distributed leadership'; harnessing the creativity and energy of staff. We will move from a transactional model of commissioning to an approach that focuses on outcomes.
- 7. Pragmatic Pluralism.** We recognise that across the system and our places there is a considerable heterogeneity of need between populations. We recognise that there are some actions that it makes sense to do once at system level, whilst others that need to be done differently in different places and localities. We will respect this diversity and develop pragmatic solutions that respond to it.
- 8. Leverage Health Intelligence and the evidence base.** We recognise the importance of health intelligence and published evidence to fully understand and then best respond to ensure a high quality of care. We will use our JSNA programmes to understand the needs of our residents and improve their outcomes. We will look for opportunities for joint working between the three Public Health teams on shared health intelligence products. We know that different population groups have different care needs and we will use Population Health Management techniques like risk stratification and predictive modelling developed from our integrated health and care record system to identify and segment 'at risk' cohorts in our population and design targeted, tailored and proactive evidence based interventions to keep people well.
- 9. Innovation.** Transforming the way we work means trying new and innovative approaches. To make process we will try and test new approaches, evaluating as we go, keeping the best and not admonishing ourselves where we fail and not being afraid to stop things that have not worked.

## 5. Expected Functions at Locality, Place & System Level

Subsidiarity is our guiding principle as a Partnership and everything we do together aims to ensure this. The following section describes the functions that may be carried out at each level in the system – at locality/PCN level, at Place and at System. The functions listed are not exhaustive. **Annex 4** provides a high level description of the spectrum of relationships between the various sectors and partners, and the functions that will be delivered within each.

### Locality / Primary Care Network Level

- 5.1 Localities are the footprint upon which we can ensure that social care, welfare, advice, physical and mental health services collaborate to provide seamless care and support to residents. To support this approach, 28 Primary Care Networks (PCN) have been formed; these are groups of practices collaborating around populations of 30-50,000 residents.
- 5.2 We recognise the critical and increasing importance of localities and PCNs and support the principle of *subsidiarity*; that the starting point for planning, transforming and delivering services should be at the most local level practicable.
- 5.3 We have an aspiration to deliver Community-Led Commissioning/Resource prioritisation. We wish to shift power from organisations to communities, allowing them to co-design what is commissioned, what it looks like, and to be part of the decision-making process.
- 5.4 At **Locality / PCN level** we commit to the following where practicable:
  - Forming **locality/PCN based Steering Boards** to manage development and implementation of new models of integrated care within each locality
  - Devolving the maximum number of programmes possible to create a coherent and integrated **locality offer**, moving services closer to communities.
  - **Empowering front-line staff** to design and deliver a service offer that responds to local need and engages the third sector and residents in the wellbeing agenda.
  - Through the **Better Care Fund**, identifying and protecting a local locality budget
  - Developing **locality-based commissioning arrangements** where partners agree it makes sense to do so (eg locality/PCN based contracts for long-term condition case finding/management, LES services with GP, voluntary sector services)
  - Delivery of locality based **healthy lifestyle services** (eg. self-care/patient education, smoking cessation, sexual health (spoke services), cervical screening, weight management)
  - Supporting service delivery with a **mixed skill workforce** including integration of community healthcare, mental health, and social care.
  - Delivery of a **wider range of services closer to people's homes**. This may include, but is not limited to:

- Minor operations coordinated across GP practices (eg. lumps and bumps, vasectomy services )
- Phlebotomy services
- Long Term Conditions case-finding programmes including hypertension, AF and depression screening.
- Support for carers
- End of Life care
- Delivery of dental care and improved oral health programmes
- Delivery of MSK services
- Wound Care
- Single, integrated 'one stop shop' clinics for the management of diabetes, cardio-vascular disease and respiratory long-term conditions with input from secondary care consultants.
- New model of care for Common Mental Health Disorders and some mental health services for patients with SMI including IAPT, Dementia and Psychiatric Nursing
- Clinical models including diagnostics (eg. 24 hour blood pressure monitoring) and some secondary care outpatient clinic provision
- Consultant-led integrated primary/secondary care specialist clinical provision (eg. gerontology, community paediatrics, diabetes, neurology/epilepsy, community cardiology)
- Proactive clinical outreach to residential care homes
- Adult Social Care assessment/fieldwork services
- Social Prescribing
- Asset Based Community Development approaches including community assets and community resilience building
- Locality housing and employment support
- The Schools Wellbeing Service (defining a school as a community)
- Children's Centres – a wide range of services and support for families with young children.

## Place (Integrated Care Partnership) Level

5.5 We have four defined Places across the system and will form four Integrated Care Partnership Boards with representation from all key local authority, NHS, Healthwatch, and community and voluntary sector stakeholders, aligned to the relevant Health and Wellbeing Board(s). These are:

- An Integrated Care Partnership for **Thurrock** encompassing the geographical footprint of Thurrock Council, Thurrock CCG ,Thurrock Joint Health and Wellbeing Board, Thurrock Healthwatch and Thurrock CVS

- An Integrated Care Partnership for **South East Essex** encompassing the geographical footprint of Southend-on-Sea Borough Council, part of Essex County Council, Castle Point Borough Council, Rochford District Council, Castle Point and Rochford CCG, and Southend CCG, working with Healthwatch Southend, Healthwatch Essex, and Southend, Castle Point and Rochford CVS organisations, and linking to both Southend Health and Wellbeing Board and Essex Health and Wellbeing Board.
- An Integrated Care Partnership covering for **Mid Essex** encompassing the geographical footprint of Mid Essex CCG, Chelmsford City Council, Maldon District Council, Braintree District Council and part of Essex County Council, working with Healthwatch Essex, Chelmsford, Braintree and Maldon CVS organisations, and linking to Essex Health and Wellbeing Board.
- An Integrated Care Partnership for **Basildon and Brentwood** encompassing the geographical footprint of Basildon and Brentwood CCG, Basildon District Council, Brentwood Borough Council, part of Essex County Council, working with Healthwatch Essex, Basildon CVS and Brentwood CVS, and linking to Essex Health and Wellbeing Board.

- 5.6 The work within each Place will reflect local priorities and relationships, and provide a greater focus on population health management, integration of services around the individual's needs, and a focus on care provided in primary and community settings.
- 5.7 We recognise *Place* as the primary planning footprint for both delivery of population health and integration of NHS, and adult and children's social care services. We also recognise the Kings Fund Research finding that 70% of integration activity occurs at Place or Locality level.
- 5.8 Appropriate resources will be made available to ensure our places can deliver agreed transformation programmes.
- 5.9 We acknowledge the pivotal role of Local Authorities in delivering integrated care and population health through their functions to address the wider determinants of health including housing, employment and economic growth, education, planning, regeneration and transport, their role in commissioning of primary and secondary prevention activity from the Public Health Grant, and their responsibility to commission and deliver Adult and Children's Social Care.
- 5.10 We further recognise the statutory role of the three Health and Wellbeing Boards, with responsibility for joint strategic needs assessments, and setting joint health and wellbeing strategies to reduce health inequalities. The Health and Wellbeing Boards also hold a requirement to approve plans for the Better Care Fund.
- 5.11 We also acknowledge the key roles of local Healthwatch in representing the views of patients, and the role of the community and voluntary sector in delivering wider health and wellbeing programmes.
- 5.12 Each place will have formal arrangements for engaging with local residents, enabling co-production and design of services.

- 5.13 Political leadership for each ICP will be provided through the relevant Health and Wellbeing Board.
- 5.14 Each ICP will be accountable to the Health and Wellbeing Board for delivery of its locally agreed plan.
- 5.15 Each ICP will also have a line of accountability to the System (Partnership Board) for delivery of agreed system transformation, finance, quality and performance priorities.
- 5.16 We recognise the statutory role of Health Overview and Scrutiny Committees, with responsibilities for holding health and care organisations to account and for scrutinizing major service changes. Political scrutiny of proposals and decisions made at all levels of the system will be undertaken through Essex, Thurrock and Southend Health Overview and Scrutiny Committees and Cabinets. For some issues that have system-wide implications a Joint Overview and Scrutiny Committee will be established.

5.17 At each **Integrated Care Partnership** we commit to the following:

- **Developing and leading delivery of an Integrated Care Partnership Population Health Strategy** and outcomes framework aligned to wider Health and Wellbeing Strategies and the agreed system Outcomes Framework.
- Developing a single **ICP Integrated Care Alliance Contract** between all health and care stakeholders including the third sector with arrangements for sharing population health outcome metrics, and (where relevant) budgets and mechanisms to share financial risk and reward.
- **Gathering the views of our residents and engaging them** in co-design and re-design of services and commissioning decisions through Healthwatch and other consultation mechanisms.
- **Leading capital regeneration programmes** that impact on health and wellbeing and that are distinct to each ICP geography
- **Integrating planning and regeneration strategic programmes** that impact positively on wellbeing and wider determinants
- Developing and **implementing new models of integrated preventative care** encompassing NHS, adult and children's social care, education, housing, health improvement and prevention, community safety and third sector services/community assets.
- **Where appropriate, integrating Health and Social Care commissioning in a single function, managed through the Better Care Fund** as the financial delivery mechanism for integrated out of hospital health and care services.

- Development and **strategic leadership of local prevention programmes** eg tobacco control, smoking cessation, weight management.
- Delivery of **integrated Frailty Pathways** between hospital, community and primary healthcare, adult social care and the third sector.
- **Discharge planning from secondary to adult social care** including programmes to reduce/eliminate Delayed Transfers of Care
- Delivery of planned care activity including **Continuing Health Care**.

In addition, and depending on the footprint of the ICP, they may also undertake:

- **A Joint Strategic Needs Assessment and Healthcare Public Health Offer** to assess need/demand/supply and drive commissioning priorities
- **Management of integrated contracts / agreements** between providers eg. Section 75
- **Commissioning ICP wide primary prevention services** as appropriate, including local stop smoking, weight management, services that promote physical activity, services that improve nutrition, drug and alcohol treatment services, sexual and reproductive health services, public health nursing
- **Strategic commissioning Adult and Children's Social Care** where provision is borough wide

## System (ie. Mid and South Essex) level

5.18 We recognise that there are some tasks and integration activity that it makes sense to do once, at scale, at *System* level for our 1.2m population. We also recognise the planning footprint of Mid and South Essex will become increasingly more important as the geography recognised by NHS England & Improvement for strategic financial and planning activity in their oversight of NHS Long Term Plan implementation.

5.19 At System level, we commit to:

- Keep up to date our **Strategy & Delivery Plan**
- Agree and monitor a set of high level **population health outcomes** meaningful to the population of Mid and South Essex.
- Plan for and secure the right **workforce**.
- Use **digital technology** to drive change and ensure systems are inter-operable, including the development of the **integrated shared care record**.
- Place **innovation** and best practice at the heart of our collaboration, ensuring that our learning benefits the whole population,
- Develop and shape the **strategic capital and estates** plans across Mid and South Essex.
- Develop a shared **information, data, and intelligence function** to drive system-wide change.

- Operate as an Integrated Care System and progressively to build **population health management** capabilities required to manage the health of our population, keeping people healthier for longer and reducing avoidable demand for health and care services.
- Manage our **financial resources** within a shared financial framework for the NHS across the constituent CCGs and provider organisations to maximise system-wide efficiencies necessary to manage within the NHS financial control total. (See Annex 1 for organisations subject to the NHS control total)
- **Allocate resources in** line with the need to address health inequalities, re-investing savings in areas where this will have the largest impact for residents.
- Strengthen **strategic planning and commissioning arrangements** for the system.
- Own and resolve **system-wide challenges** (to be agreed between partners) through partnership working.
- Integrate, over time, the **regulatory functions** that have historically sat with NHSE/I as part of a single ICS.

## Greater Essex

- 5.20 It is recognised that some services are planned, commissioned and delivered at the Greater Essex level – for example mental health and learning disability services. Nothing in this MoU seeks to undermine these arrangements.

## NHS Region /National

- 5.21 It is recognised that some specialised NHS services are planned, commissioned and delivered at regional or supra-regional level. Nothing in this MoU seeks to undermine these arrangements.

## Part 2: Ways of Working

This section of the document describes in more detail the ways of working and governance groups that exist.

### 6. Partnership Governance

- 6.1. The Partnership does not replace or override the authority of the Partners' Boards and Governing Bodies. Each of them remains sovereign and Councils remain directly accountable to their electorates.
- 6.2. The Partnership provides a mechanism for collaborative action and common decision-making for issues which are best tackled on a wider scale.
- 6.3. A schematic of our governance and accountability relationships is provided at **Annex 3** and terms of reference of the Partnership Board, System Leadership Executive, System Finance Leaders Group and Clinical & Professional Forum will be developed separately.

#### Partnership Board

- 6.4. A Partnership Board is in place to provide the formal leadership for the Partnership. The Partnership Board is responsible for setting strategic direction. It will provide oversight for all Partnership business, and a forum to reach collective agreement as Partners which neither impact on the statutory responsibilities of individual organisations nor have been delegated formally to a collaborative forum.
- 6.5. The Partnership Board is made up of the chairs of each organisation (NHS and upper tier Health & Wellbeing Board chairs), the Executive Lead for the Partnership (who is also the Joint Accountable Officer for the 5 CCGs), Chief Executive Officers of NHS provider organisations, lead officers for the three Local Authorities, Place-based leads, representatives from Healthwatch, Public Health, Community and Voluntary Sector organisations and the Local Medical Committee. Over time, membership will evolve to include identified system leaders for specific programmes eg. workforce, quality, performance.

The Partnership Board is independently chaired. It will meet at least 4 times each year in public.

- 6.6. The Partnership Board has no formal delegated powers from the organisations in the Partnership. However, over time our expectation is that regulatory functions of the national NHS bodies will increasingly be enacted through collaboration with our leadership. It will work by building agreement with leaders across Partner organisations to drive action around a shared direction of travel.

#### System Leadership Executive Group

- 6.7. The System Leadership Executive (SLE) Group comprises Chief Executive Officers and Accountable Officers of NHS organisations and lead officers from the Local Authorities. It is responsible for:

- Overseeing delivery of the Partnership’s strategy, receiving reports from the Transformation Programme Delivery Group on priority programmes and agreeing action to resolve any issues arising.
  - Taking advice from the System Finance Leaders Group and the Clinical and Professional Forum as appropriate.
  - Regularly reviewing a dashboard of key performance, quality, finance and transformation metrics and taking appropriate action where required.
  - Building leadership and collective responsibility for our shared objectives.
  - Act as the interface with NHS regulators on system performance and assurance on behalf of the Partnership.
- 6.8. Members of the SLE will be expected to recommend that their organisations support agreements and decisions made by SLE (always subject to each Partner’s compliance with internal governance and approval procedures).

### **Clinical & Professional Forum**

- 6.9. Clinical and professional leadership is central to all of the work we do. Clinical and professional leadership is built into each of our work programmes and governance groups.
- 6.10 The purpose of the Clinical & Professional Forum is to drive clinical and professional leadership and provide support, advice, guidance and challenge to the Partnership, and to assist the Partnership in both setting and achieving its stated priorities.
- 6.11 The Clinical & Professional Forum ensures that the voice of professionals from across the range of partner organisations, drives the development of new models and proposals for the transformation of services. It also takes an overview of system performance on quality.

### **System Finance Leaders Group**

- 6.12 Financial stewardship is key to the Partnership’s work. The purpose of the System Finance Leaders Group is to provide financial support, advice and guidance to the Partnership and to assist the Partnership Board by providing collaborative financial leadership for all programmes.
- 6.13 The System Finance Leaders Group will develop a system-wide governance framework and work towards the system control total for NHS Partners, support the development of data analytics and financial modelling for the system, ensure financial plans are up to date, and develop a financial investment process to include the operation of an investment advisory group.

### **Transformation Programme Delivery Group**

- 6.14 Delivery and transformation programmes have been established to enable the Partnership to achieve its agreed priorities. Cross-system programmes are overseen by a central Programme Management Office to ensure a consistent methodology of managing complex programmes.

- 6.15 Each programme has a Senior Responsible Owner, typically at executive level, and has a structure that builds in clinical and other stakeholder input, representation from each of our four places and each relevant service sector. All programmes will adopt the agreed system Design Principles and Target Operating Model described at **Annex 2**.
- 6.16 The Transformation Programme Delivery Group will comprise programme leads. It will meet bi-monthly to track progress of agreed priority programmes, manage risk and ensure interdependencies are managed. Programmes will provide regular updates to the System Leadership Executive.

### **Other governance arrangements between Partners**

- 6.17 The Partnership is also underpinned by a series of governance arrangements specific to particular sectors (eg commissioners, providers, local authorities) that support the way it works.

#### **The Joint Committee of Clinical Commissioning Groups**

- 6.18 The five CCGs in Mid and South Essex are continuing to develop closer working arrangements within each of the four Places that make up our Partnership.
- 6.19 The CCGs established a Joint Committee in 2017, which has delegated authority to take decisions collectively on matters relating to:
- Acute hospital services
  - NHS 111 services
  - Ambulance services
  - Patient transport services
  - Acute mental health services

The Joint Committee comprises representatives from each CCG and has one lay member. To make sure that decision making is open and transparent, the Committee meets in public on a bi-monthly basis. The Joint Committee is underpinned by a memorandum of understanding and a work plan, which have been agreed by each CCG.

- 6.20 The CCGs have commenced work to engage with partners regarding an application to merge.
- 6.21 The Joint Committee is a committee of the CCGs, and each CCG retains its statutory powers and accountability. The Joint Committee's work plan reflects those partnership priorities for which the CCGs believe collective decision making is essential. It only has decision-making responsibilities for the Mid and South Essex programmes of work that have been expressly delegated to it by the CCGs.

#### **Mid & South Essex NHS Foundation Trust**

- 6.22 The three acute hospitals in Mid and South Essex have been working closely together for several years and formally merged in April 2020 to become the Mid & South Essex NHS Foundation Trust.

#### **Essex Partnership University NHS Foundation Trust (EPUT)**

6.23 EPUT provides adult mental health and learning disability services across mid and south Essex. EPUT also provides Community services in south east Essex. For the purposes of NHS planning, EPUT aligns with the Mid and South Essex footprint. EPUT provides services across three STPs/ICS in Essex and is part of the New Models of Care Provider Collaborative with other mental health trusts for specialist mental health services in the region.

### **North East London NHS Foundation Trust**

6.24 NELFT provide adult community services in south west Essex and children's community services across the footprint and children's mental health services across greater Essex. For the purposes of planning, NELFT aligns with north east London.

### **Provide CiC**

6.25 Provide is a community interest company (social enterprise), providing health and care community services across the East region.

### **Joint Approach**

6.26 NELFT, Provide and EPUT are currently exploring opportunities for joint working, sharing best practice and integration of services to achieve better outcomes for residents. This work is ongoing with a view to a potential joint venture contract arrangement. NHS commissioners have indicated that they wish to pursue a single contract with the three providers.

### **Local Government**

6.27 The Partnership includes three upper tier local authorities. Together, they work with the NHS as commissioning and service delivery partners, as well as exercising formal powers to scrutinise NHS policy decisions. At Place level, the district councils of Basildon, Brentwood, Castle Point, Rochford, Rayleigh, Maldon, Chelmsford and Braintree play a key role.

6.28 Within the Partnership, NHS organisations and Councils will work as equal partners, each bringing different contributions, powers and responsibilities to the table.

6.29 The four Places have accountability to the upper tier Health and Wellbeing Boards for delivery of locally agreed plans.

6.30 Local Authorities are subject to the mutual accountability arrangements for the partnership. However, because of the separate regulatory regime, certain aspects of these arrangements will not apply - most significantly, Local Authority partners would not be subject a single NHS financial control total and its associated arrangements for managing financial risk. However, through this MoU, Local Authorities agree to align with the spirit of joint planning, investment and performance improvement with NHS partners where it makes sense to do so. In addition, democratically elected councilors will continue to hold the partner organisations accountable through their formal Scrutiny powers. It is recognised that Essex County Council interacts with three ICS' and therefore must take a pragmatic approach to its interactions with each.

## Current statutory requirements

- 6.31 NHS England has a duty under the NHS Act 2006 (as amended by the 2012 Act) to assess the performance of each CCG each year. The assessment must consider, in particular, the duties of CCGs to: improve the quality of services; reduce health inequalities; obtain appropriate advice; involve and consult the public; and comply with financial duties. The 2012 Act provides powers for NHS England to intervene where it is not assured that the CCG is meeting its statutory duties.
- 6.32 NHS Improvement is the operational name for an organisation that brings together Monitor and the NHS Trust Development Authority (NHS TDA). NHS Improvement must ensure the continuing operation of a licensing regime. The NHS provider licence forms the legal basis for Monitor's oversight of NHS foundation trusts. While NHS trusts are exempt from the requirement to apply for and hold the licence, directions from the Secretary of State require NHS TDA to ensure that NHS trusts comply with conditions equivalent to the licence as it deems appropriate. This includes giving directions to an NHS trust where necessary to ensure compliance.
- 6.33 NHS England and NHS Improvement are working more closely together and expect, over time, to merge. This means that NHS regulators will increasingly be taking a joined up approach to regulation of NHS partners, taking a "system first" approach. Our Partnership needs to be able to respond to this while respecting that non-NHS partners have separate lines of accountability.

## 7. A new model of mutual accountability

- 7.1. Through this MoU the Partners agree to take a collaborative approach to, and collective responsibility for, managing performance, resources and the totality of population health.
- 7.2 This MoU has no direct impact on the roles and respective responsibilities of the Partners which all retain their full statutory duties and powers.
- 7.3 The Partnership approach to system oversight will be geared towards performance improvement and development rather than traditional performance management. It will be data-driven, evidence-based and rigorous. The focus will be on supporting the spread and adoption of innovation and best practice between Partners.
- 7.4. Peer review will be a core component of the improvement methodology. This will provide valuable insight for all Partners and support the identification and adoption of good practice across the Partnership.
- 7.5. System oversight will including the following elements:
- Monitoring performance against key standards and plans in each place;
  - Ongoing dialogue on delivery and progress and areas for improvement;
  - Identifying the need for improvement support through education, sharing of best practice and peer review;
  - Agreeing the need for more formal action or intervention on behalf of the Partnership; and

- Consideration of regulatory powers or functions.

7.6. A number of Partners have their own improvement capacity and expertise. Subject to the agreement of the relevant Partners this resource will be managed by the Partner in a coordinated approach for the benefit of the overall Partnership, and used together with the improvement expertise provided by national bodies and programmes.

## **Taking Action**

7.7. The SLE will prioritise the deployment of improvement support across the Partnership, and agree recommendations for more formal support and intervention when needed. These may include:

- agreement of improvement or recovery plans;
- more detailed peer-review of specific plans;
- the appointment of external support where required; and
- restrictions on access to discretionary funding and financial incentives.

7.8 Where financial performance is not consistent with plan, the System Finance Leaders Group will make recommendations to the SLE on a range of support and, where required, intervention, including any requirement for:

- financial recovery plans;
- more detailed peer-review of financial recovery plans;
- external review of financial governance and financial management;
- organisational improvement plans;
- enhanced controls for deployment of transformation/capital funding held at Place

7.9 Mutual accountability arrangements will include a focus on delivery of key actions that have been agreed across the Partnership and agreement on areas where Places require support from the wider Partnership to ensure the effective management of financial and delivery risk.

## **National NHS Bodies – Support, Oversight and Escalation**

7.10 As part of the development of the Partnership and the collaborative working between the Partners under the terms of this MoU, NHS England and NHS Improvement will look to adopt a new relationship with the Partners (which are NHS Bodies) in Mid and South Essex in the form of enacting streamlined oversight arrangements under which:

- Partners will take the collective lead on oversight of providers, commissioners and Places in accordance with the terms of this MoU;
- NHS England and NHS Improvement will in turn focus on holding the NHS bodies in the Partnership to account as a whole system for delivery of the NHS Constitution and Mandate, financial and operational control, outcomes and quality (to the extent permitted at Law);

- NHS England and NHS Improvement intend that they will intervene in the individual provider and commissioner partners only where it is necessary or required for the delivery of their statutory functions and will (where it is reasonable to do so, having regard to the nature of the issue) in the first instance look to notify the SLE and work through the Partnership Board to seek a resolution prior to making an intervention with the Partner.

7.11. To support Partnership development as an Integrated Care System there will be a process of aligning resources from Arms Length Bodies to support delivery and establish an integrated single assurance and regulation approach.

7.12. National capability and capacity will be available to support Mid and South Essex from central teams including governance, finance and efficiency, regulation and competition, systems and national programme teams, primary care, urgent care, cancer, mental health, including external support.

## 8. Collective Arrangements & Resolving Issues

8.1 We aim to make collective decisions as a partnership, respectful of the statutory obligations of each partner. Our approach to collective decision-making arrangements will follow the principle of subsidiarity and will be in line with our shared values and behaviours. We commit to taking all reasonable steps to reach a mutually acceptable resolution to any issue that arises.

8.2 Both the Partnership Board and SLE have no formal powers delegated by any Partner. However, they will increasingly take on responsibility for coordinating agreements, based on a “Best for Mid and South Essex” basis. The Partnership Board will initially have responsibility for reaching agreement on:

- The objectives of priority work programmes and work streams
- The apportionment of transformation monies from national NHS bodies
- Priorities for capital investment across the Partnership.
- Operation of the single NHS financial control total (for NHS Bodies)
- Agreeing common actions when Places or Partners become distressed

8.3 The Partnership Board will receive recommendations on the above from the SLE. The SLE will aim to reach agreement by consensus. If agreement cannot be reached, then the matter may be referred to the Partnership Board for wider discussion and resolution.

8.4 In respect of priorities for NHS capital investment or apportionment of transformation funding, if a consensus cannot be reached at the SLE meeting to agree this then the Partnership Board may make a decision provided that it is supported by not less than 75% of the eligible Partnership Board members. Partnership Board members will be eligible to participate on issues which apply to their organisation, in line with the scope of applicable issues set out in Annex 1.

8.5 The Partners understand any decision about service change that requires consultation will be undertaken in accordance with the relevant statutory obligations of partners.

### Issue resolution

- 8.6 Partners will attempt to resolve in good faith any issues between them in respect of Partnership-related matters, in line with the principles set out in this MoU.
- 8.7 The Partnership will apply an issue resolution process to resolve any issues which cannot otherwise be agreed through these arrangements.
- 8.8 Subsidiarity will be the overarching principle when resolving issues. Therefore, where appropriate, Place-based arrangements will be used to resolve any issues which cannot be dealt with directly between individual Partners, or which relate to existing schemes of delegation.
- 8.9. As agreements made by the Partnership do not impact on the statutory responsibilities of individual organisations, Partners will be expected to apply shared values and behaviours and come to a mutual agreement through the issue resolution process.
- 8.10. The key stages of the issue resolution process are
  1. The SLE will discuss issues openly and transparently and seek to find resolution to the mutual satisfaction of each of the affected parties. The SLE will take appropriate advice from the System Finance Leaders Group, the Clinical and Professional Forum, Place/Alliances and other relevant groups in pursuit of a resolution.
  2. The SLE will come to a majority decision (ie. a majority of eligible Partners participating in the meeting who are affected by the matter under discussion, determined by the scope of applicable issues set out in Annex 1) on how best to resolve the issue through applying the principles of this MoU and taking account of the objectives of the Partnership. SLE will advise the Partners of its decision in writing.
  3. If the parties do not accept the SLE decision, or SLE cannot come to a decision which resolves the issue, the matter can be referred to an independent facilitator selected by SLE. The facilitator will work with the Partners to resolve the issue in accordance with the terms of this MoU.
  4. In the unlikely event that the independent facilitator cannot resolve the issue, it will be referred to the Partnership Board. The Partnership Board will come to a majority decision on how best to resolve the issue in accordance with the terms of this MoU and advise the parties of its decision.

## **9. Financial Framework**

- 9.1. All Partners are committed to working individually and in collaboration with others to deliver the changes required to achieve financial sustainability and live within our resources.
- 9.2. A set of financial principles have been agreed. They confirm that we will:
  - aim to live within our means, and develop, for the NHS, system financial governance and risk management arrangements to deliver the system control total.
  - develop a Mid and South Essex system efficiency plan in response to the financial challenges we face; and

- develop a shared approach to investment, including the establishment of an Investment Advisory Group
  - develop payment and risk share models that support a system response rather than work against it.
- 9.3. We will collectively manage resources so that all Partner organisations will work individually and in collaboration with others to deliver the changes required to ensure financial sustainability.

### **Living within our means and management of risk**

- 9.4. Through this MoU the collective leaders at System level and in each Place commit to demonstrate robust financial risk management. This will include agreeing action plans that will be mobilised across the Place in the event of the emergence of financial risk outside plans. This might include establishing a Place risk reserve where this is appropriate and in line with the legal obligations of the respective partners involved.
- 9.5. Subject to compliance with confidentiality and legal requirements around competition sensitive information and information security the Partners agree to adopt an open-book approach to financial plans and risks at System level and in each Place, leading to the agreement of fully aligned operational plans. Aligned plans will be underpinned by common financial planning assumptions on income and expenditure between providers and commissioners, and on issues that have a material impact on the availability of system financial incentives

### **NHS Contracting principles**

- 9.6. NHS partners are committed to continuing the adoption of payment models which are better suited to whole system collaborative working and are outcome focused. The Partners will look to adopt models which reduce financial volatility and provide greater certainty for all Partners at the beginning of each year of the planned income and costs.

### **Allocation of Transformation Funds**

- 9.7. The Partners intend that any transformation funds made available to the Partnership will be allocated through collective agreement by the Partnership, in line with agreed priorities. The method of allocation may vary according to agreed priorities – for example, funds may be allocated on an equitable basis in order to address the inverse care law. Any savings accrued through demand management functions will be re-invested where they can have maximum impacts for the population. Decisions will be guided by the Partnership population health management work.
- 9.8 Funds will not be allocated through expensive and protracted bidding and prioritisation processes and will be deployed in those areas where the partners have agreed that they will deliver the maximum leverage for change and address financial risk.

- 9.9. The funding provided to Places (through formula agreed by the partners) will directly support Place-based transformation programmes. This will be managed by each Place with clear and transparent governance arrangements that provide assurance to all partners that the resource has been deployed to deliver maximum transformational impact, address financial risk, and to meet efficiency requirements. Funding will be provided subject to agreement of clear deliverables and outcomes by the relevant Partners in the Place through the mutual accountability arrangements of the SLE and Partnership Board, and be subject to on-going monitoring and assurance.
- 9.10. Funding provided to the Programmes will be determined in agreement with Partners through the SLE, subject to documenting the agreed deliverables and outcomes with the relevant partners.

### **Allocation of ICS capital**

- 9.11. The Partnership will play an increasingly important role in prioritising capital spending by the national bodies over and above that which is generated from organisations' internal resources. In doing this, the Partnership will ensure that:
- the capital prioritisation process is fair and transparent;
  - there is a sufficient balance across capital priorities specific to Place as well as those which cross Places;
  - there is sufficient focus on backlog maintenance and equipment replacement in the overall approach to capital;
  - the prioritisation of major capital schemes must have a clear and demonstrable link to affordability and improvement of the financial position;
  - access to discretionary capital is linked to the mutual accountability framework as described in this MoU.

### **Allocation of Provider and Commissioner Incentive Funding (Financial Recovery Funding)**

- 9.12. The approach to managing additional funds set out by NHS planning guidance and business rules is not part of this MoU. A common approach to this will be agreed by the Partnership as part of annual financial planning.

## **10. Variations**

- 10.1. This MoU, including the Schedules, may only be varied by written agreement of all the Partners.

## 11. Charges and liabilities

- 11.1. Except as otherwise provided, the Partners shall each bear their own costs and expenses incurred in complying with their obligations under this MoU.
- 11.2. By separate agreement, the Parties have agreed to share specific costs and expenses arising in respect of the Partnership between them in accordance with a "Contributions Schedule", developed by the Partnership and approved by the Partnership Board.
- 11.3. Partners shall remain liable for any losses or liabilities incurred due to their own or their employee's actions.

## 12. Information Sharing

- 12.1 The Partners will provide to each other all information that is reasonably required in order to achieve the objectives and take decisions on a "Best for Mid and South Essex" basis.
- 12.2. The Partners have obligations to comply with competition law. The Partners will therefore make sure that they share information, and in particular competition sensitive information, in such a way that is compliant with competition and data protection law.

## 13. Confidential Information

- 13.1. Each Partner shall keep in strict confidence all Confidential Information it receives from another Partner except to the extent that such Confidential Information is required by Law to be disclosed or is already in the public domain or comes into the public domain otherwise than through an unauthorized disclosure by a Partner. Each Partner shall use any Confidential Information received from another Partner solely for the purpose of complying with its obligations under this MoU in accordance with the principles and objectives and for no other purpose. No Partner shall use any Confidential Information received under this Memorandum for any other purpose including use for their own commercial gain in services outside of the Partnership or to inform any competitive bid without the express written permission of the disclosing Partner.
- 13.2. To the extent that any Confidential Information is covered or protected by legal privilege, then disclosing such Confidential Information to any Partner or otherwise permitting disclosure of such Confidential Information does not constitute a waiver of privilege or of any other rights which a Partner may have in respect of such Confidential Information.
- 13.3. The Parties agree to procure, as far as is reasonably practicable, that the terms of this Paragraph (Confidential Information) are observed by any of their respective successors, assigns or transferees of respective businesses or interests or any part thereof as if they had been party to this MoU.
- 13.4. Nothing in this Paragraph will affect any of the Partners' regulatory or statutory obligations, including but not limited to competition law.

## 14. Additional Partners

- 14.1. If appropriate to achieve the agreed objectives, the Partners may agree to include additional partner(s) to the Partnership. If they agree on such a course the Partners will cooperate to enter into the necessary documentation and revisions to this MoU if required.
- 14.2. The Partners intend that any organisation who is to be a partner to this MoU (including themselves) shall commit to the principles, governance arrangements and ways of working.

## 15. Signatures

- 15.1. This MoU may be executed in any number of counterparts, each of which when executed and delivered shall constitute an original of this MoU, but all the counterparts shall together constitute the same document.
- 15.2. The expression "counterpart" shall include any executed copy of this MoU transmitted by fax or scanned into printable PDF, JPEG, or other agreed digital format and transmitted as an e-mail attachment.
- 15.3. No counterpart shall be effective until each Partner has executed at least one counterpart.

Signed:

Print:

Position:

Organisation:

Date:

## Schedule 1 - Definitions and Interpretation

1. The headings in this MoU will not affect its interpretation.
2. Reference to any statute or statutory provision, to Law, or to Guidance, includes a reference to that statute or statutory provision, Law or Guidance as from time to time updated, amended, extended, supplemented, re-enacted or replaced.
3. Reference to a statutory provision includes any subordinate legislation made from time to time under that provision.
4. References to Annexes and Schedules are to the Annexes and Schedules of this Memorandum, unless expressly stated otherwise.
5. References to any body, organisation or office include reference to its applicable successor from time to time.

## Annex 1 – Applicability of Memorandum Elements

	CCGs	NHS Providers*	Councils	NHSE & NHSI	Healthwatch	Other partners
Vision, principles, values and behaviour	✓	✓	✓	✓	✓	✓
Partnership objectives	✓	✓	✓	✓	✓	✓
Governance	✓	✓	✓	✓	✓	✓
Collective agreement and issue resolution	✓	✓	✓	✓	✓	✓
Mutual accountability	✓	✓	✓	✓		
NHS financial framework – risk management	✓	✓		✓		
Financial framework – Allocation of NHS capital and transformation funds	✓	✓		✓		
National and regional support	✓	✓	✓	✓		

\*All elements of the financial framework for Mid & South Essex, eg the application of a single NHS control total, will not apply to all NHS provider organisations, particularly those which span a number of STPs. Provide CIC is a significant provider of NHS services. It is categorised as an 'Other

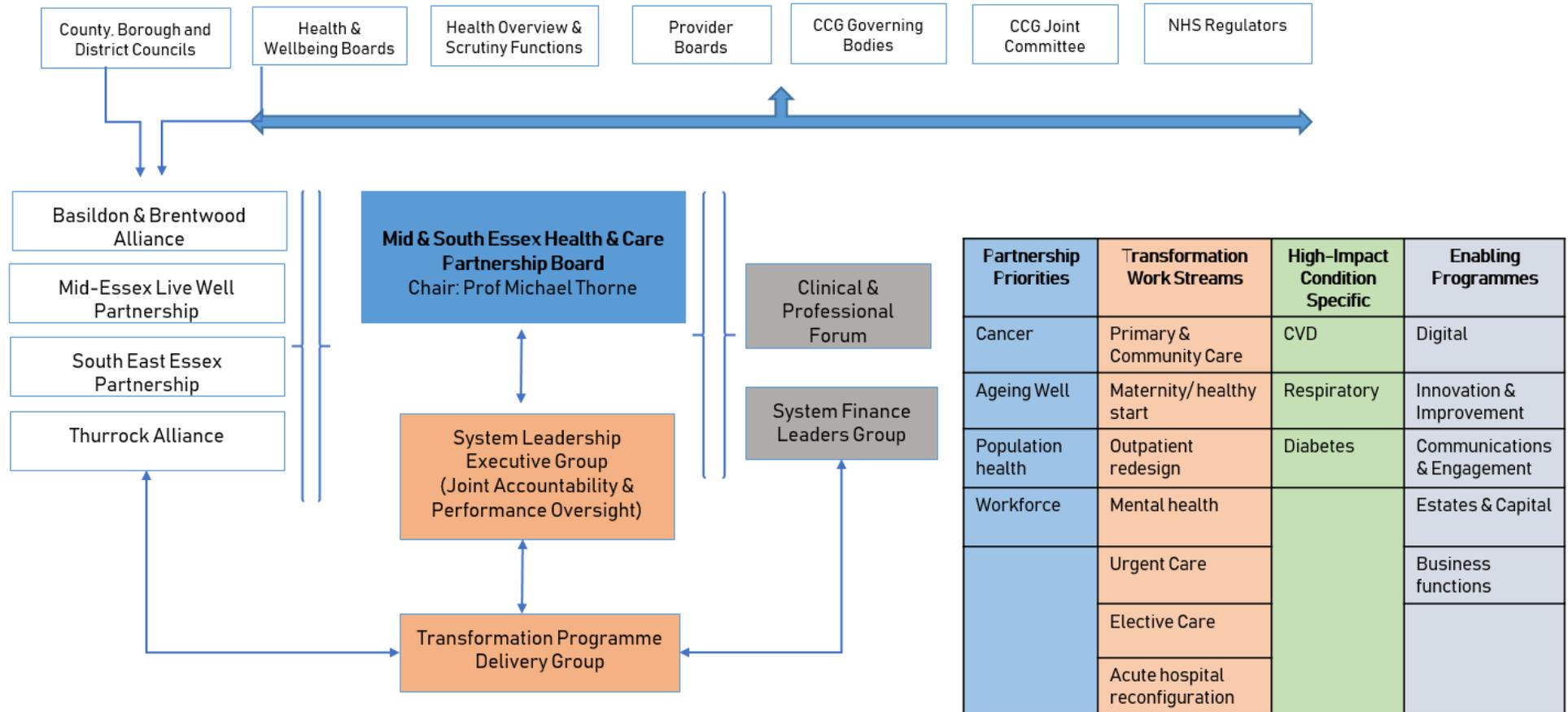
Partner' because of its corporate status and the fact that it cannot be bound by elements of the financial and mutual accountability frameworks. This status will be reviewed as the partnership continues to evolve.

## Annex 2 – Design Principles & Target Operating Model

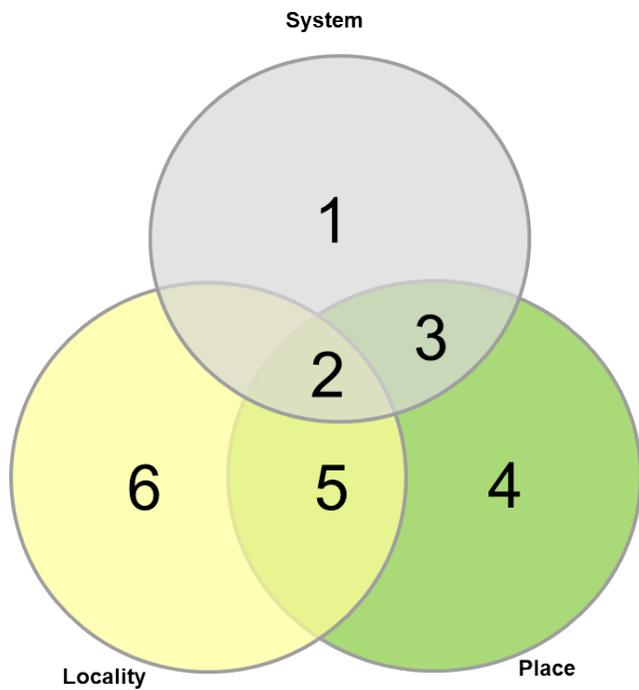
Design Principle	Description
<p>We will co-design with insights and intelligence, putting residents at the centre</p> 	<ul style="list-style-type: none"> <li>// We will work with our residents and staff to shape services that are focussed on better outcomes, long-term sustainability and continuous improvement driven by a feedback culture.</li> <li>// We will use data that is connected and evidence to ensure we understand fully the challenge and opportunity.</li> <li>// We will ensure we have the right resources to enable us to get an accurate view from shared and collective knowledge, insight and data, which will inform our plans and actions.</li> </ul>
<p>We will connect people together, delivering integrated care in the community</p> 	<ul style="list-style-type: none"> <li>// Services are designed to put residents in control – providing high quality information that is accessible online at any time and supporting them to make informed decisions.</li> <li>// We will ensure different organisations work together, meaning people get the right care more quickly and easily.</li> </ul>
<p>We will support people to stay well through prevention, self-care and independence thus building resilient communities</p> 	<ul style="list-style-type: none"> <li>// A shift from the reactive transactional model currently in place, to a responsive, proactive and sustainable system that focuses on keeping residents well and supports them through all stages of their life.</li> <li>// We will reduce inequalities by acknowledging and investing in the wider determinants of health and ensuring pathway design begins with prevention.</li> </ul>
<p>We will adopt digital and technology by default</p> 	<ul style="list-style-type: none"> <li>// Services will seek to optimise the use of technology consistently e.g. digital channels will be adopted as the primary and preferred method for communication and patient interactions.</li> <li>// Other channels will remain available but used only when most appropriate.</li> <li>// Staff and residents are supported to adapt to new ways of working and champion innovation.</li> </ul>
<p>We will enhance local care teams, led by multidisciplinary teams, that optimise the skills of a diverse workforce</p> 	<ul style="list-style-type: none"> <li>// Partners adopt a system-wide view and approach to delivering high quality, integrated services that are multidisciplinary team led. We will adopt best practice across the system, supporting all professionals to work at the top of their skillset.</li> <li>// Local teams will have ownership for helping deliver clinically, operationally and financially sustainable services.</li> <li>// We will support GP practices to work more closely together and to work with other care providers, sharing skills and resources.</li> </ul>
<p>We will deliver services as close to the home as possible</p> 	<ul style="list-style-type: none"> <li>// Community based provision of services is the default position, unless necessitated by clinical need. This ensures residents are able to access health, care and wellbeing services in the most appropriate setting for their needs; including online.</li> </ul>



# Annex 3 – Partnership Overview



## Annex 4 – Spectrum of Relationships



**1** Shared vision and purpose for Population Health  
System wide health intelligence  
Population Health Outcomes Framework  
Integrated Data Solution  
procurement/management  
Workforce  
Owning and resolving system-wide challenges eg  
A&E  
NHS Capital Programme  
System wide population health activity e.g.  
*Ottawa stop smoking model within hospitals*

Single ICS contract for activity that it makes sense to do once at system level:

- Primary Care contracting and performance management
- Secondary Healthcare commissioning across more than one hospital site
- NHS Specialist commissioning
- System wide MH commissioning

**2** Allocation of system finance/resources based on need/inequality  
Use of integrated data  
Local planning/implementation to support system wide priorities

**3** Frailty Care pathway  
Planned care commissioning  
Secondary care implementation of

**4** Integrated Care Partnership of all key stakeholder agencies with a single Alliance Contract and outcomes framework aligned to wider Health and Wellbeing Strategies, single capitated budget and mechanisms for risk/reward share between partners  
Joint Strategic Needs Assessment to drive commissioning priorities  
Engaging resident views in re-design of services through Healthwatch  
Capital regeneration programmes that impact

Integrating Health and Social Care commissioning managed through the BCF as the financial delivery mechanism for integrated out of hospital health & care  
Strategic leadership of prevention programmes incl. Tobacco Control, Whole Systems Obesity, children and young people's wellbeing, public mental health  
Management of integrated contracts/agreements between providers e.g. Section 75  
Commissioning of lifestyle modification services eg. smoking cessation, weight management and drug/alcohol treatment

**5** Developing single integrated population outcome based contracts encompassing LTC case finding/clinical management, PH lifestyle services, LESSs, NHSE dental, PCN contracts, and provision of MH and community services  
Single locality budget within BCF  
Devolution of current place based services to locality level e.g. Community Led

**6** Formation of Local Based Steering Boards to manage implementation/delivery  
Empowering front line staff in service re-design  
Co-commissioning with residents  
Implementation of integrated locality contracts care models including lifestyle modification, mixed skill clinical workforce, minor ops, LTC case finding/management, end of life care, wound care, CMHDs, IMC clinical models, proactive outreach to care homes, wellbeing teams, ASC fieldwork, social prescribing, community

Our Principles

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# Southend-on-Sea Borough Council

Report of Deputy Chief Executive & Executive Director,  
(Growth and Housing)

To

Cabinet

On

15<sup>th</sup> September 2020

Agenda  
Item No.

Report prepared by: Claire Victory and Adrian Smith

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## Planning White Paper and associated consultations

Place Scrutiny Committee (Chair: Councillor Andrew Moring)

Cabinet Member: Councillor Carole Mulronev

*A Part 1 Public Agenda Item*

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### 1. Purpose of Report

- 1.1 On the 6<sup>th</sup> August 2020 the Government published its White Paper “Planning for the Future”<sup>1</sup>. This consultation seeks views on a package of proposals for reform of the planning system in England to “streamline and modernise the planning process, improve outcomes on design and sustainability, reform developer contributions and ensure more land is available for development where it is needed.”
- 1.2 The Planning White Paper states that it does not “address every detailed part of the planning system, its function and objectives, but rather focuses on the key reforms that can help improve the delivery and quality of homes and neighbourhoods, set within our drive towards net-zero greenhouse gas emissions by 2050”. Nevertheless, the proposals suggest fundamental changes to plan making and development management legislation compared with the current system.
- 1.3 The purpose of this report is to inform Members of the proposed changes set out in the Planning White Paper and associated consultation and the implications of these for planning in Southend. A summary of these proposed changes is set out in Appendices 1 and 2.

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<sup>1</sup> <https://www.gov.uk/government/consultations/planning-for-the-future/planning-for-the-future>

## **2. Recommendations**

- 2.1 To inform Cabinet of the proposed changes to the planning system in England being consulted upon in the 'Planning for the Future' White Paper**
- 2.2 That Cabinet recommends that the comments on the 'Planning for the Future' White Paper and associated consultation on planning matters set out in this report and appendices (Appendices 1 and 2) form the basis of the Council's formal response to Government in respect to these consultations.**
- 2.3 That Cabinet agree to delegate authority to the Deputy Chief Executive (Growth and Housing) in consultation with the Cabinet Member for Environment and Planning to finalise the Council's detailed response to the Government's consultation.**

## **3. Background**

- 3.1 The White Paper follows the Prime Minister's promise in July of 'the biggest shake-up of planning since WW2'. It is also in line with the Conservative manifesto that said the government would simplify the planning process and would 'continue our progress towards our target of 300,000 homes a year by the mid-2020s'.
- 3.2 The White Paper sets out the Government's key concerns with the current planning system, noting that:
  - Current decisions are made on a case-by-case basis and assessments of housing need, viability and environmental impacts are too complex and opaque.
  - Councils are deemed to take too long to adopt a local plan with only 50% having an up to date local plan at present, taking 7 years to be in place.
  - The planning system has lost the trust of the public citing a recent poll where only 7% of respondents trusted their local council to make decisions about large scale development.
  - The current system is seen to be reliant on 20<sup>th</sup> century 'legacy software' that burdens the sector with repetitive tasks and discourages engagement.
  - The process for negotiating developer contributions to affordable housing and infrastructure is 'complex, protracted and unclear' and there is little incentive for strong design and high-quality new homes.
  - The current system does not meet the ambition for 300k houses to be built pa with current Local Plans only accounting for the building of 187k new homes a year.
- 3.3 The Government's proposals in the White Paper aim to unlock these 'barriers' to development and speed up the planning system. The proposals set out in the White Paper also follow on from a series of changes to the

General Permitted Development Order and Use Classes Order in recent years designed to allow more flexibility for applicants to change the use of buildings without needing to submit a planning application and in particular deliver more housing.

#### **4. Implications of the Planning White Paper for Southend**

- 4.1 The aspiration of the Planning White Paper, which is to try to create a simplified system that enables greater public input and ownership, and provide clearer rules based requirements for developers, in order to support economic development and regeneration, is welcomed, subject to the detailed comments in the main body of the report. However, it is concerning that only limited detail has been provided on how these changes could be effectively implemented.
- 4.2 The White Paper's aspiration for greater use of technology in plan making and decision making is also supported in principle but this must be achieved without alienating members of communities who are not fully digitally engaged, and needs to be adequately resourced to enable the transition to the new system to be successful.
- 4.3 The White Paper is particularly light on detail in respect of policies for climate change and environmental protection. Proposed changes to the National Planning Policy Framework (NPPF), and the intent to provide new national development management policies must reflect the government's obligations under the Climate Change Act 2008 to achieve zero carbon by 2050 in setting out ambitious policies on energy efficiency amongst other matters. If those policies do so, it will strengthen the likelihood that new development will help meet those obligations. However, if the new national policies are weak, those obligations are unlikely to be met. The proposed new environmental assessment regime referred to in the White Paper (and to be consulted on in Autumn 2020) will also need careful scrutiny to ensure it meets the Council's (and others) declared aim to tackle the Climate Emergency.
- 4.4 The aspiration to try and create a simplified 'Infrastructure Levy' is also supportable in principle, but again, further details are required in order to understand how this will work in practice, particularly the intention to encompass affordable housing within the Levy, given the council's continued aspiration to ensure the on-site delivery of affordable housing associated with new development.
- 4.5 Further consideration will also be required to understand the level of funding that will be provided to support the transition to the new planning system, including investment in technology, greater community consultation at plan-making stage and the level of evidence required to support plan-making.

#### **5. The Planning White Paper Proposals**

- 5.1 The White Paper proposals are set out under three 'pillars' with key proposals set out below:

- Pillar One: Planning for development
- Pillar Two: Planning for beautiful and sustainable places
- Pillar Three: Planning for infrastructure and connected places.

### ***Pillar One: Planning for Development***

- 5.2 The Government views the current discretionary system where decisions to grant planning consent are made on a case-by-case basis, as one which causes unnecessary delay and uncertainty. Instead, it considers that development proposals should be determined by clear rules for what can and can't be done on each site. Under the present planning system local plans set out broad principles for development and allocate sites for particular types of land use e.g. housing, employment, community, or in some locations a mix of uses may be considered appropriate on a site. Some key requirements may be set out in policies, such as site specific access requirements, and for others, such as affordable housing, a broad target for the Borough is set (subject to national planning policy which prevents affordable housing being sought on sites of less than 10 units). Considerations of viability and particular site circumstances may mean that such requirements are subject to negotiation and trade off against other desirable outcomes (e.g. provision of other benefits) when an application is determined.
- 5.3 The new system is to be a **plan-led** one based on zoning where land in a local planning authority's area will be categorised for growth, renewal or protection. Each category will bring with it different routes for securing the necessary consent for development. Designation as a growth area will in effect grant outline planning permission. Renewal areas will receive in principle - and benefit from - some form of Development Order or applicants will submit a planning application. Protection areas will require submission of planning applications.
- **Growth Areas** *[These will be much like existing Local Plan Allocations]* – suitable for substantial development such as new settlements, new housing and employment allocations, or major urban regeneration sites (such as Queensway). However, these Growth Areas will have 'outline permission' automatically granted by the Local Plan with full permission via reserved matters or Local Development Order. In Growth (and Renewal) Areas, accompanying policy text would set out suitable development uses, limitations upon heights and densities and other specifications such as any sub areas identified for self and custom build housing etc. Areas of flood risk and other important constraints would be excluded from this category, unless any risk can be fully mitigated;
  - **Renewal Areas** *[Urban area of Southend, excluding any key 'Growth' areas]* – would cover existing built areas where smaller scale development would be considered. There would be a statutory presumption in favour of development being granted for the uses specified as being suitable in each area within the Local Plan. Renewal Area zoning would enable what the

Government terms as “gentle densification” and infill of residential areas, and development in town centres;

- **Protected Areas** where development is restricted [*Policy constraints*]. This would include areas such as Green Belt, Conservation Areas, Local Wildlife Sites, areas of significant flood risk and important areas of green space. At a smaller scale it can continue to include residential gardens in line with existing policy in the NPPF. Development contrary to the plan can still be sought, via a planning application, but the presumption in favour of the development plan will be stronger (an enhanced version of s.38[6] of the Planning and Compulsory Purchase Act 2004).

5.4 Other key changes described within Pillar One include proposals for:

- Development Management policies to be primarily established at a national level (through the NPPF), rather than locally with Local Plan policies focussing on any site or area specific requirements.
- Local Plans to be subject to a single statutory “sustainable development” test, replacing the existing tests of soundness.
- The removal of the “Duty to Co-operate” with neighbouring authorities.
- A new standard method for establishing housing requirements, which seeks to factor in local land constraints and opportunities, which would be developed as a means to drive the delivery of the national housebuilding target of 300,000 homes a year and which would be binding on the locality, rather than subject to assessment through Local Plan Examination (separate consultation referred to below), with further details to be announced.
- A new statutory timescale for Local Plan production by local planning authorities of 30 months.
- The well-established 8 and 13 week time limits for determining planning applications to be firm deadlines (with no locally agreed extensions of time). It is unclear whether this ‘firmness’ would also apply to the 16 week deadline for EIA developments.

#### *Implications for Southend*

5.5 In principle, the aspirations set out in the Planning White Paper to further front-load Local Plans with more site-specific requirements and design codes is supportable as a mechanism to provide more certainty and transparency. More details are required to understand how the new ‘sustainable development’ test for Local Plans will work in practice. In particular, it is unclear how local planning authorities will be expected to work effectively together with neighbouring authorities to deal with joint plan-making and cross-boundary strategic planning issues given the proposed abolition of the ‘duty to co-operate’. Further guidance will also be needed from Government to help local planning authorities determine how Local Plan preparation should progress where an authority has already formally consulted on an early draft Plan (at Reg.18). It is unclear how ongoing preparation of Local Plans and/or joint strategic plans should progress, particularly where those areas are already

considering joint strategic plan-making (such as in South Essex), and/or where devolution proposals might also impact on the progress of plan-making in the area. Without that clarity, plan-making may 'slowdown' rather than speed up in those areas.

- 5.6 The White Paper's aspiration to speed up the planning system needs to be tempered with the need to ensure the full range of impacts of new development is adequately assessed, quality design outcomes are achieved and communities are given full opportunity to engage with the system at the most appropriate time to positively influence place making. Whilst it is feasible that the new plan-making process outlined in the White Paper could be designed to function more effectively in terms of community engagement, speed of process and to ensure design quality, more detailed guidance would need to be set out by Government to ensure those aspirations can be delivered through the changes to the system being proposed. There is a concern that "local distinctiveness" could be undermined. "Gentle densification" needs considerably more clarification. Both these proposals could have significant impacts on Southend. To be effective, the NPPF will need to be more prescriptive in its advice regarding plan-making than it is now. However, the more prescriptive the NPPF becomes, for example, in setting out a new set of national development management policies, the less local autonomy there will be for Local Plans to help deliver distinct local aspirations, such as those for climate change etc., which are set out in Southend 2050.
- 5.7 The proposal for a binding housing requirement for each local authority is of concern. This is distinct from the current (and shortly to be updated) Standard Method for local housing need. The latter is 'policy-off' (a figure for local housing need against which plan makers currently balance constraints in their area to set a local target in their plan) whereas the former would be the 'policy on' figure that has already taken account of land constraints, for which a local plan must provide. The white paper suggests that constraints such as Green Belt, heritage and flood risk would be factored into the binding figure but how this can be done robustly at a national level is of concern. Ultimately the responsibility for setting the housing numbers that may demand Green Belt release would now pass to the Government.
- 5.8 There is concern on meeting a binding housing requirement, particularly given that delivery is primarily provided by the private sector. The White paper is somewhat silent on how it proposes to tackle delivery issues in the private sector such unimplemented planning application, 'land banking' and slow delivery to maintain high sales values.
- 5.9 Given much of Southend is urban and likely to fall within the proposed 'renewable zone' where permission in principle will apply, there is concern with the terminology in the White Paper around densification and infill for such areas. Contrary to the White Paper's aim to reduce the burden of evidence to support Local Plans, detailed evidence will be required to ensure such development comes forward sustainably and is restricted where appropriate.

- 5.10 Outside of the plan-making process, the White Paper's proposed removal of the discretionary extension of times for determination of planning applications beyond the 8 week and 13 week periods is a particular concern. This would reduce the time available to the Council to negotiate changes to planning proposals to turn them from schemes which would warrant refusal to ones, which following negotiation and input from officers, might merit approval. This is likely to be a source of frustration to the local development community and householders who generally respond positively to the availability of this mechanism and could lead to a greater number of planning appeals. The inability to extend determination times, may also result in applicants seeking to put greater emphasis (and time) into the pre-application process, and increase the requirement for council resources at that stage. The proposal to cap fees for pre-application discussions could exacerbate this.
- 5.11 Another concern is to try and understand how anticipated consultation proposals for devolution of local government would work in parallel with the changes to the planning system. It appears, though, that any larger local authority areas created through devolution would still have the flexibility to agree wider or different spatial plan-making areas, e.g. for major cross-border growth locations, if that were more appropriate to the area.
- 5.12 Whilst neighbourhood planning is to be retained along with the ability to create a local or neighbourhood development order, it appears unlikely that Action Area Plans would be enabled through the new system. Instead, a reliance would be placed upon the details included within policies guiding development in Growth and Renewal Areas. Policies for those areas would need to be very carefully written to guide development proposals effectively and avoid the individuality of neighbourhoods being lost.
- 5.13 The White Paper also expresses the Government's concern to speed up the build out of developments given permission, but other than making the suggestion that larger sites should enable a wider variety of developers and housebuilders to deliver new homes, offers little to further incentivise practical delivery. In order to avoid the potential for land-banking, for example, the Government could consider introducing tax incentives or duties on sites with planning permission which failed to be genuinely commenced or built out within clear timescales. Punitive measures may also need consideration, for example, loss of permission if a site is not substantially started within a defined timeframe.

***Pillar Two: Planning for beautiful and sustainable places***

- 5.14 The White Paper suggests that the importance of securing design quality in new development is to be strengthened at national and local level, including more engagement with local communities in developing design codes and master planning. The key proposals are set out below:
- A national model urban design code and new national body to support delivery of 'locally-popular' design codes, to be binding on decisions about development.

- Each authority to have a Chief Officer for design and place making.
- Homes England Strategic Objectives strengthened to give greater weight to design quality and environmental standards.
- A ‘fast-track for beauty’ to incentivise and accelerate high quality development – updating national planning policy (NPPF) to make clear that schemes which comply with local design guides and codes will have a greater advantage and greater prospect of swift approval.
- Legislate to ensure masterplans/design codes are agreed as a condition of ‘Permission in principle’ in Growth Areas.
- Legislate to widen and change the nature of permitted development so that it enables ‘popular and replicable’ forms of development to be approved quickly, helping to support ‘gentle intensification’ in Renewal Areas, including the introduction of ‘pattern books’ to help articulate standard building types etc., with the aim of speeding up delivery and fostering innovation in building industrialisation and modern methods of construction.
- Amend the NPPF to ensure the new planning system can more effectively play a role in climate change mitigation and adaptation and maximising environmental benefits when planning for and facilitating new development, whilst also providing a quicker, simpler framework for assessing environmental impacts and enhancement opportunities.
- Continue to conserve listed buildings and the heritage of other historic assets, including conservation areas, but explore whether there are streamlined ways of securing consent for routine works by providing for suitably experienced architectural specialists to gain ‘earned autonomy’ (approved provider) status to deliver routine listed building consent works.
- To complement planning reforms, move forward with proposals announced in the Future Homes Standard consultation in 2019, to ensure that all new homes produce 75-80% less CO2 emissions from 2025.

### *Implications for Southend*

- 5.15 The White Paper suggests that the role of design and environmental standards is to be boosted in the work of Homes England. This is strongly supported as the public sector should play a leading role in driving up standards. The new national design guide and the initiative to create a new national body for design are also welcomed, as it is recognised that the standard of new housing across the country is often mediocre. However, it is considered unlikely that these positive initiatives will prevent poorer design outcomes for the increasing variety of new development routes, including dwellings being approved through permitted development compared with those granted planning permission. There is also a danger of national templates producing “lowest common-denominator” development.
- 5.16 Permitted development conversions of shops and offices are often quite poor in design quality and can have a prominent impact on the quality and appearance of the local environment, including main roads into the Borough. New dwellings provided through permitted development also often provide a poorer standard of accommodation for occupiers which would be found unacceptable, were planning permission formally required. There is a clear

danger that poor quality development will be perpetuated or worsened through the suggested increase in permitted development rights, despite the best intentions to improve the quality of design and development in situations where planning permission is needed. In commercial and mixed-use neighbourhoods, where significant opportunities for permitted development exists through recent changes to the Use Class Order, those changes have the potential to significantly alter the character of the area. The operation of broader permitted development rights also limits the ability of local people to significantly influence the quality of those proposals in their neighbourhood.

- 5.17 Standard design ‘pattern books’ may well improve the pace of delivery, particularly of new homes, but are unlikely to fully reflect local distinctiveness of communities. In practice, local design guides and codes will be crucial to ensure local distinctiveness in new development and these codes in themselves may reduce the range of development which can be agreed through a ‘pattern book’ approach. Resources to produce these guides and codes in a timely manner will be essential, The suggestion of using pilot schemes to test the ‘pattern book’ concept before it is accepted is sensible, but these must be carried out in a range of locations reflecting the urban and rural contexts. Members may wish to consider whether Southend should put itself forward as a potential pilot area.
- 5.18 Subject to sufficient resourcing and upskilling of planning departments, the greater emphasis upon delivering development that qualifies as ‘beautiful’ rather than simply mediocre, is welcomed. There is however a lack of clarity on what classifies as “beautiful” which could lead to a national definition that isn’t wholly appropriate to Southend. The proposed approach must give significant local autonomy in setting out local design standards and the NPPF will need to clarify how this will interact with the proposed new national development management policies. The recommendation that all local planning authorities have a chief officer for design and place making appears a sound recommendation which reflects the importance of creating places that people will want to live in, work and visit. Sufficient resources would need to be available to support this, and it is also clear that such an individual could come from a range of professional backgrounds.
- 5.19 The White Paper also proposes major changes to national planning policy and legislation to streamline environmental assessments, and changes are also to be ‘explored’ in terms of relaxing the listed building consent regime for experienced historic environment specialists. However, these changes are to be subject to separate consultation and so full details are not provided in the White Paper. As such it is not possible to fully understand whether these changes would retain sufficient protection for the environment and designated heritage assets in the Borough.
- 5.20 There is an overriding concern that despite the Government’s desire to improve the ‘beauty’ of new development the term is very subjective and combined with the general relaxation of scrutiny and greater freedoms to ‘fast-track’ development, as proposed, may result in poorer quality places with less locally distinctive buildings and neighbourhoods.

### ***Pillar Three: Planning for infrastructure and connected places***

- A new consolidated 'Infrastructure Levy' comprising a flat-rate, value-based charge, aligned to the final value of development, and levied upon occupation (replacing the current Community Infrastructure Levy and Section 106 planning obligations).
- Levy rates to be set nationally, but with greater certainty for communities and developers about the level of contributions expected and secured locally.
- The stated intention is to increase the overall amount of funding available for infrastructure.
- Local authorities would be enabled to borrow against future Infrastructure Levy revenue to help forward fund infrastructure delivery.
- Scope of the Infrastructure Levy could be extended to capture changes of use through permitted development rights.
- Reformed Infrastructure Levy should deliver affordable housing provision.
- More freedom for local authorities in spending the Infrastructure Levy.
- Recognition of the need for new skills and resources.

#### ***Implications for Southend***

- 5.21 The proposal to create a simplified Infrastructure Levy is clearly intended to simplify the current system of S106 negotiations and local CIL application in order to improve certainty and speed up the planning process. If the new system were to lead to greater value capture from new development which could better fund local infrastructure provision, it would be difficult to argue against in terms of the benefits it could offer local communities where new development is proposed. However, until the new rates were known it would be impossible to understand whether the Government's new approach would lead to the higher funding returns being suggested. The White Paper is also silent upon how lower value areas would fare in funding infrastructure where Infrastructure Levy revenues were much lower, or perhaps even non-existent, due to depressed local land values. Of course, if Levy rates are set too high, this could end up driving developers away from areas that really need regeneration, such as the town centre and areas of social and economic deprivation.
- 5.22 Further clarification is also required in terms of how new community facilities and infrastructure would be secured on a major Growth Area development, such as a large new housing scheme. The White Paper implies the abolition of S106 obligations and if so, it would need to be made clear (through the NPPF etc.) how and when new community facilities and infrastructure would be delivered as part of new development 'zoned' as a Growth Area. Local Plan policy for example, may need to be made more precise in order to secure infrastructure delivery within an appropriate timescale. The approach towards ensuring the appropriate timing of infrastructure provision also needs careful consideration to ensure the new Infrastructure Levy assists in parallel infrastructure delivery, rather than result in delay. Councils may for example, find themselves more frequently involved in the delivery of new infrastructure

in collaboration with developers, particularly where forward funding was required until Infrastructure Levy revenue is payable as a development becomes occupied. The ability for Local Authorities to borrow against Infrastructure Levy receipts is proposed to speed up delivery, though this does present a risk as well.

- 5.23 Further details are also required in order to understand how the new Levy will work in relation to affordable housing. The White Paper states the Government's intention to ensure affordable housing delivery at least matches current delivery levels. Under the freedoms to be provided by the new Levy, the White Paper implies that local authorities could choose to prioritise funds raised through the Levy towards higher levels of affordable housing provision locally rather than other infrastructure requirements. The White Paper also suggests that on-site affordable housing delivery could remain a mandatory requirement where an authority has an affordable housing need (which is likely in the majority of areas) and wishes to ensure on-site provision. In such cases, the on-site delivery of affordable housing would be 'discounted' from the eventual level of Infrastructure Levy paid. Given the levels of affordable housing need which exist within the Borough, it will be important for the Council to make the point very clearly in its response, that it would be highly concerned if the Government's changes were to lead to a reduction in affordable housing provision.

### ***Implementing the new planning system***

- 5.24 The Planning White Paper is clear that the Government's proposals for the new planning system will *"have profound implications for how local planning authorities operate in future"*. It states that authorities *"will need to have sufficient leadership, a strong cadre of professional planners and good access to technical expertise, as well as transformed systems which utilise the latest digital technology. But equally importantly, there must be a fundamental cultural change on how departments operate. They need to be more outward looking, proactively engaging with developers, businesses, architects and designers, as well as a wider cross-section of their communities."*
- 5.25 To assist local planning authorities and others associated with delivering the planning process (i.e. the Planning inspectorate and other statutory consultees) in meeting this challenge, a national resourcing and skills strategy is also to be produced. A key element of this will be the principle that the cost of operating the new planning system should be principally funded by the beneficiaries of planning gain - landowners and developers – rather than the national or local taxpayer.
- 5.26 The White Paper also suggests that the planning reforms will be accompanied by strengthened enforcement powers and sanctions to deal with unauthorised development and breaches of planning consent. To accompany this, the Government expects local authorities to divert some of the resources 'freed up' by the reforms it proposes into enforcement activity.

- 5.27 Further details of transitional arrangements into the new system will also be expected to emerge in due course, as part of the implementation of the new planning system. This will be particularly important in respect of the plan-making and development management processes. The White Paper seeks to provide some assurances that transition will be planned to enable recently approved plans, existing permissions and any associated planning obligations to continue to be implemented as intended, with clear transitional arrangements for more advanced local plans and development proposals as the new system begins to be implemented.
- 5.28 Several key elements of the planning system will be subject to further consultation documents due in the autumn, including environmental impact assessment, and the proposed new Infrastructure Levy.
- 5.29 Careful consideration will be required by Government and local planning authorities to fully understand the level of funding needed to support transition into the new planning system. A national skills strategy should also fully reflect new obligations for planning departments arising from the new planning system, including the investment in new digital platforms and design skills/expertise.

## **6. “Changes to the current Planning System” consultation paper**

- 6.1 A second paper titled “Changes to the current Planning System” was also published on 6 August, for comment by 1 October 2020. This seeks to put into place four main changes to the existing system to stimulate housing delivery post Covid 19. The changes are also proposed as ‘a step on the way’ towards the new system outlined in the White Paper, which is designed to achieve the Government’s ambition of at least 300,000 dwellings built per year in England. The four main topics addressed are:
- Changes to the Standard Method for assessing Housing Need.
  - Discounted First Homes for first time buyers.
  - Small sites threshold – allowing developers not to provide affordable housing for sites less than 40 or 50 units.
  - Extending Permission in Principle (PIP) to major developments.
- 6.2 These changes are intended to be put in place for at least 18 months, as part of the pathway to a new system, and will impact on Southend in a number of ways, as set out below.
- 6.3 The aim of the change in method of calculating housing need is to deal with the volatility of household projections, achieve a better distribution of homes across the country; be more predictable and deliver at least 300,000 homes per annum. The overall implication of the proposed changes is that the housing need figure for Southend will rise compared with the current assessed level

of need for 1,178 dwellings per annum.<sup>2</sup> The new Standard method will increase the overall housing figure for Southend to 1,324 pa, an increase of around 150 dwellings pa. The most recent housing completions figure for the Borough (2018-19) was 492. The change in calculation therefore provides the Borough with an even greater challenge in meeting its housing requirements. The White Paper does indicate that the Government may in future modify figures for authorities with constraints such as Green Belt. It is however currently unclear how this would work in practice.

- 6.4 First Homes are intended to be for sale for people with local links with a reduced purchase price in perpetuity of at least 30% below open market rate, with reductions potentially up to 40-50%. First Homes would automatically replace existing affordable market housing offers such as shared ownership and shared equity housing. Under the proposals a minimum of 25% of new affordable housing provision would need to be First Homes. Affordable housing calculations will need reconsideration to factor in First Homes. With the introduction of this new 'housing product' there is a strong potential that the number of affordable/social rent homes delivered in Southend could be reduced, which is of significant concern. This could also have implications on CIL receipts as First Homes will be exempt from CIL, and potentially the new consolidated Infrastructure Levy in due course.
- 6.5 In order to increase the diversity of housebuilders and encourage small and medium businesses section 106 contributions for affordable housing are to be removed on sites of up to 40 or 50 dwellings rather than current threshold of under 10. This will be for an initial period of 18 months, before being reviewed. Given the number of smaller schemes and the finite land supply in Southend this could have a significant short-term impact on Southend. This needs further consideration as it is likely to lead to a reduction in the delivery of affordable housing on smaller and medium sized sites. This is of significant concern, given the priority the Council places on providing affordable homes for local people. If the new higher threshold remains in the longer term, as a result of changes to the planning system being suggested by the White Paper it will have a much more significant effect in reducing the provision of affordable housing provided with new development locally.
- 6.6 'Permission in Principle' (PIP) was introduced in 2017 as a new faster way of obtaining planning permission for housing-led development, which reduced the need for landowners and developers to incur significant costs to establish the principle of development for housing. This was done by giving authorities the power to grant Permission in Principle to suitable sites allocated on registers of brownfield land. Subsequently, Permission in Principle by application was introduced in 2018, for minor development (i.e. small sites that support fewer than 10 dwellings). To date there has only been one PIP application in Southend and this was refused.

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<sup>2</sup> Based on the current Standard Methodology  
<https://www.gov.uk/guidance/housing-and-economic-development-needs-assessments>

- 6.7 Permission in Principle is designed to separate decision making on 'in principle' issues addressing land use, location, and scale of development from matters of technical detail, such as the design of buildings, tenure mix, transport and environmental matters. The aim is to give up-front certainty that the fundamental principles of development are acceptable before developers need to work up detailed plans and commission technical studies. It also ensures that the principle of development only needs to be established once.
- 6.8 The Permission in Principle consent route has two stages:
- The first stage ("Permission in Principle") establishes whether a site is suitable in-principle for development. This grant of Permission in Principle is for five years and no planning conditions can be attached to it.
  - The second ('technical details consent') stage is when the detailed development proposals are assessed, and conditions can be attached.
- 6.9 A grant of Permission in Principle plus a grant of technical details consent together equates to full planning permission.
- 6.10 The Government's intention is to extend the use of PIP to larger schemes of up to 150 homes (or 5 hectares). This will enable applications for Permission in Principle to be made upon a much wider range of sites, enabling more landowners and developers to use this route to secure permission for new housing development. A large proportion of applications coming forward in Southend would potentially fall within this category. It is the Government's preferred approach for new housing applications and is seen as an interim step to the introduction of "Permission in Principle" proposed in the White Paper.
- 6.11 PIP applications would have very basic requirements and local planning authorities would not be able to ask for additional information with matters such as access seen as technical issues for a later stage. In particular, not being able to consider access in the PIP could have significant future issues for linking land use and transport planning. The proposed change could create more certainty for developers, but the potential for land banking of permissions appears to remain, as is the case with the present system. Incentives (or sanctions) may be necessary to encourage developers to build out permitted schemes. This is a stated priority of the Government in the Planning White Paper, but the Paper is light on how this could be achieved.
- 6.12 Taking these consultation proposals together, it is clear that they are likely to result in a markedly higher housing requirement for the Borough; a "temporary" reduction in the proportion of affordable housing able to be secured and a reduction in the proportion of social rented accommodation able to be provided. The extension of Permission in Principle is also likely to have major implications for the ability of Southend Borough Council (and neighbouring authorities) to effectively assess upfront the full range of impacts

of planning proposals including transport, with more detailed assessment of technical aspects of a scheme coming at a later stage.

- 6.13 Reduced time for making decisions and reduction in fee income will also inevitably have resource implications for the Council. It is also likely to lead to a potential “democratic deficit” for members, as the reduced timescales for Permission in Principle determination will significantly reduce the chance of relatively large projects with important local impacts going before planning committee and the proposed 2 week consultation period reduces opportunity for public input on these types of proposals.

## **7. Other Options**

- 7.1 The proposals set out in the Planning White Paper will radically alter the current planning system in England. Not setting out the Council’s concerns with the proposed changes would miss an opportunity to influence the design of the new system in a way that would benefit the Borough.

## **8. Reason for Recommendation**

- 8.1 To ensure that the Council provides a fully considered response to these wide ranging and significant changes to the current planning system in England, that takes into account the implications for planning and development, climate change adaptation and mitigation and equity in Southend.

## **9. Corporate Implications**

### ***Contribution to the Southend 2050 Road Map***

- 9.1 The implementation of the Planning White Paper will impact on several spatial elements of the Council’s vision and priorities for Southend 2050, including outcomes relating to economic resilience, community cohesion, environment and climate change and health and wellbeing and infrastructure provision.

### ***Financial Implications***

- 9.2 There will be financial and human resource implications of the Planning White Paper arising from potentially significant changes to current processes. This may include changes to planning fee income, though at this stage it is unclear what that might be.

### ***Legal Implications***

- 9.3 To deliver its statutory local planning function under the current system, each local authority must engage with adjoining local authorities under the Duty to co-operate provisions set out in the Localism Act. This places a legal duty on local planning authorities to engage constructively, actively and on an on-going basis to maximise the effectiveness of development plan preparation in the context of strategic cross boundary matters. In addition, local planning authorities must demonstrate how they have complied with the duty at the independent examination of their Local Plans. This duty is proposed to be

removed in the White Paper, along with other legal tests such as the current test of soundness in preparing local plans.

- 9.4 The legal implications of the proposed changes to national planning legislation will need to be examined carefully as the Council continues to prepare its local plan pending these proposed changes to national planning legislation.

### ***People Implications***

- 9.5 Staff resources from the Planning and Building Control department will be required to implement the proposed changes for plan-making, development management, design and place making and enforcement functions.
- 9.6 Staff resources will also be required in collecting and monitoring the new consolidated Infrastructure Levy that is planned to replace the Community Infrastructure Levy and section 106 legal agreements. Whilst the intention is to simplify the system, at least in the short term there is likely to be an increased resource requirement to develop and process such a tariff including monitoring collection and spend of monies.

### ***Property Implications***

- 9.7 The changes to the planning system and planning contributions arrangements may affect delivery of projects including land within Council ownership.

### ***Consultation***

- 9.8 The Planning White Paper is a national consultation on land use planning in England and is open to the public to make comments for 12 weeks until 29 October 2020.

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

- 9.9 The Government has stated that the current system “disproportionately encourages engagement from people from a narrow set of demographic groups – typically older, better off and white. We believe that the voices of those who may benefit most from new development are therefore often the quietest in the planning process”. It is intended that the proposed reforms will make the system more accessible, accountable, digital and transparent and will increase access and engagement for all groups up and down the country.

### ***Risk Assessment***

- 9.10 None that arise directly from the Council’s intended response to the Planning White Paper and the Government’s other consultations on the Current Planning System. The wider issues and potential risks associated with the proposed changes to the planning system should they be implemented, are set out in the body of the report.

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

- 9.11 The changes proposed in the Planning White Paper are high level in nature but in the short to medium term it is reasonable to surmise that the transition to a new planning system will necessitate investment in digital engagement and geo-spatial planning tools. The Council has already received funding from MHCLG to begin some of this work.

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

- 9.12 Locally derived design codes have the potential to create improved community safety outcomes for new neighbourhoods and areas of renewal.

### ***Environmental Impact***

- 9.13 The Planning White Paper proposals significant changes to the environmental assessment regime. The white paper states that these will be subject to public consultation in Autumn 2020. Similarly, changes are proposed to National Planning Policy Framework in respect of climate change adaptation and mitigation, but these do not form part of the Planning White Paper consultation. As such it is not possible at this stage to consider fully the environmental, social and economic impact of the proposed changes to the planning system.

## **10. Background Papers**

- 10.1 Local Plan Regulations 2012
- 10.2 Planning and Compulsory Purchase Act 2004.
- 10.3 National Planning Policy Framework 2019.

## **11. Appendices**

- 11.1 **Appendix 1:** Summary of Southend Council response to Planning White Paper proposals.
- 11.2 **Appendix 2:** Summary of Southend Council response to “Changes to the current Planning System” consultation paper.

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Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
<b>Pillar 1: Planning for Development</b>			
Proposal 1 - Role of land use plans should be simplified	Plans would be clearer for users with greater certainty for developers and communities.	How will the aspiration for greater simplicity take into account local complexities and issues effectively?	Agree in principle with the simplification of plan making subject to further details being provided for consultation.
Proposal 2 - Development Management policies established at national scale and an altered role for Local Plans	Production of Design Codes could be twin-tracked with production of Local Plan, allowing for greater community input to design outcomes. Potential to be quicker. Good that it remains a plan-led system.	National policies may not adequately reflect local aspirations, priorities and nuances. Lack of clarity on how many aspects of Local Plans will be prepared.	Caveated support in principle for the approach but concerns that the new plan-making process will not allow sufficiently for local priorities to be reflected.
Proposal 3 - Local Plans to be subject to a single statutory “sustainable development” test, replacing the existing tests of soundness	In principle this change could bring greater clarity in evaluating the effectiveness of local plans.	In abolishing the duty to co-operate the White Paper does not set out in sufficient detail how cross-boundary effects will be adequately taken into account.	<p>More detail on the new “sustainable development” test is needed to convince that it will be fit for purpose in establishing the effectiveness of Local Plans.</p> <p>Clarity needed on how cross-border planning will be articulated; particularly important to a tightly bounded authority such as Southend.</p>
Proposal 4 – A standard method for establishing housing requirements	Would be binding, and could reduce time taken to establish	Constraints may not be fully taken into account in setting housing	While an amended standard method could speed up the plan-

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
<p>figures which ensures enough land is released in areas where affordability is worst, to stop land supply being a barrier to enough homes being built.</p>	<p>the amount of land to release in each area. Would acknowledge the extent of land constraints in an area and take into account the practical limitations that some areas might face, including Green Belt, flood risk and environmental and heritage constraints. Potential to agree an alternative distribution of housing requirement in joint planning arrangements.</p>	<p>requirement. Joint planning requirements may be hindered by removal of Duty to Co-operate. There is no clarity on how establishing housing targets will induce developers to build, especially in more marginal areas of viability.</p>	<p>making process it must be practically deliverable in each local authority area, and the local planning authority must be able to influence or effectively challenge the figure if unrealistic, before it is imposed. It will also be important not just to reflect numbers but type of housing. There is an inherent tension between introducing the standard method nationally and effectively reflecting practical local constraints which in Southend include: the Estuary/Sea; recognised areas of flood risk; important environmental designations, the density of the urban fabric and Green Belt. The levels of housing imposed by the existing and proposed methodology are undeliverable in Southend administrative area even with “growth areas” and “gentle densification”. Routes to effective cross-boundary working therefore must also be clear.</p>
<p>Proposal 5 – Areas identified as Growth Areas (suitable for substantial development) would automatically be granted outline planning permission for the principle of development, while</p>	<p>Could speed up delivery of major development proposals, setting broad parameters for schemes coming forward in these areas and providing a</p>	<p>Looking at proposals on a case by case basis allows some consideration of the cumulative effect of development on neighbourhoods, particularly in</p>	<p>More detail needed to understand if this would address concerns raised with the current system. There is a need for greater clarity of what should be included and excluded in</p>

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
automatic approvals would also be available for pre-established development types in other areas suitable for building.	faster route to full planning consent.	terms of infrastructure provision.	Growth Areas, e.g. areas of flood risk and important open space.
Proposal 6 – Decision-making should be faster and more certain, with firm deadlines, and make greater use of digital technology. The 8 and 13 week time limits for determining planning applications should be firm deadlines.	Greater digitisation of the application process including a digital template for planning notices, and standardised planning decision and developer contributions data should reduce staff time on routine tasks.	Success would be dependent on quality of information provided with the submission of the planning application. In reality this is likely to continue to be variable, particularly for smaller proposals. May still be a need to seek site specific supplementary information in addition to the standard requirements.	<p>Support transition to a new system which deploys the greater use of technology (and visual technology) but this must be achieved carefully and effectively without alienating communities who are not fully digitally engaged and for example rely on seeing a public notice on site.</p> <p>In terms of timescales, larger and more complex applications will inevitably take longer to determine and emphasis on speeding up the system needs to be balanced with the need to get the right development in the right place. This change is more likely to result in the refusal of applications, an increase in appeals and reduce the ability to work with applicants to address concerns. This work with applicants is something they have generally welcomed.</p>
Proposal 7 – Visual and Map Based standardised local plan based on a new	Digitised and web-based documents and plans accessed	Risk of digital exclusion for individuals not able to access digital	SBC has already digitised the adopted Local Plan through one-off

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
standard template and utilising digital technology.	in different formats would improve accessibility to geo-spatial information and improve understanding of spatial planning. Access to data from Prop-Tech entrepreneurs should also provide benefits for the local area.	platforms.	MLHCG funding and supports the use of data standards and digital principles for land use planning. This will continue to require resources to manage and develop.
Proposal 8- New statutory timescale for local plan production for Local authorities and Planning Inspectorate with sanctions for those who fail to meet it.	Current process is too slow. Speeding up the Local Plan production process would assist in supporting delivery of development that accords with the Council's objectives and certainty for residents and developers.	Local authorities and third parties would have a 'right to be heard' which appears weaker than the current system This may limit influence on the process. Risk of government intervention for LPAs which could result in a deadline-driven approach rather than good planning.  In practice, how much influence would the public have on the process, especially at later stages?	Would result in a much shorter condensed period for acquiring the range of evidence to support the Local Plan, at the same time as engaging with the community on proposals. This would be very challenging with respect to resources and dependent on proportionate evidence being available in a timely manner. This would be especially the case if preparation of design guides is run in parallel which it needs to be.
Proposal 9 – Neighbourhood Plans to be retained and communities supported to make better use of digital tools.	Government to support continued use of NP in towns and cities, where take up has been slower than rural towns and villages.	Supporting Neighbourhood Plans may divert resources from production of Local Plan with impacts on timetable.  Greater clarity required on role of Neighbourhood Plans needed if Local Plan has already identified a Growth or Regeneration Area.	Currently no Neighbourhood Plans in the Borough or confirmed Neighbourhood Areas. Supporting wider preparation of neighbourhood plans will require further resource.

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
<p>Proposal 10 – A stronger emphasis on build out through planning [a wider range of development types by different builders could be secured within individual sites].</p>	<p>Faster delivery of permitted schemes is welcomed.</p>	<p>More details needed of proposed measures. Currently no incentive or punitive powers to ensure that a granted development takes place. Developers are able to landbank for long periods which can stagnate an area. Larger Developers will reflect their business mode; smaller developers need access to finance and tend to build out at a rate that reflects their resources. There is a need for a mechanism that ensures developers bring forward permitted sites within a defined timeframe.</p>	<p>Rules on implementation, (e.g. digging a trench and doing nothing), are too open to interpretation and should be tightened. Demolition should be a separate consent which does not trigger the substantive permission.</p> <p>Closer correlation with council tax/business rate requirements could incentivise development schemes to move forward more quickly once granted.</p> <p>The current proposals lack clarity in how this will be delivered.</p>
<p><b>Pillar 2: Planning for beautiful and sustainable places</b></p>			
<p>Proposal 11 – Design guidance and codes must be prepared locally with community involvement, and ensure that codes are more binding on decisions about development [National Model Design Code to be published in Autumn 2020].</p>	<p>Co-production of local design codes for individual neighbourhoods chimes with 2050 ambitions for co-design and emerging local plan evidence on walkable or ‘complete’ neighbourhoods.</p>	<p>Will require additional design skill resources within or accessible to planning teams to support detailed design work or to secure external support.</p> <p>The relationship with national Design bodies and guidance should be clear.</p>	<p>Who defines or decides what is beautiful? Design codes could stifle variety and innovation out of development if too rigid. Codes need to retain sufficient flexibility, so areas do not become identikit with ‘dumbed down’ bland design.</p> <p>Codes should also retain a strong bias in favour of local context and</p>

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
			vernacular.
<p>Proposal 12 – Each authority to have a chief officer for design and placemaking, and a new national body to support delivery of locally-popular design codes.</p>	<p>Proposals to be published later this year for improving resourcing of planning departments more broadly.</p>	<p>Will require additional resource within or accessible to planning teams to support detailed design work.</p> <p>Greater clarity is required about the role of the new Chief Officer and the skills required of that officer. Is this a completely new role in addition to the Planning Manager and on a par with them? Or is it an existing role with extra responsibilities attached?</p> <p>There is also an issue that design can be subjective and who is the ultimate arbiter of this.</p>	<p>Greater clarity is required on the new Chief Officer role within the Local Authority structure and the skillsets required.</p> <p>Greater clarity on the role of national and local bodies in design coding is required.</p>
<p>Proposal 13 – Homes England Strategic Objectives should be strengthened to give greater weight to design quality and environmental standards.</p>	<p>Should produce better outcomes in new developments for design, environment and health and wellbeing.</p>		<p>Agree that public sector led development should set the highest standards for design.</p>
<p>Proposal 14 – Fast-track for beauty to incentivise and accelerate high quality development in 3 ways: updating NPPF; masterplan/design code to be agreed as a condition of permission in principle in growth areas; and introduce standard</p>	<p>Pilot programmes as proposed would highlight potential for this approach to be rolled out further.</p>	<p>Could be too rigid in format and unable to take account of variations in local character. Could end up as no more than a tick-box exercise without the resulting driving up of design quality. Could apply to a</p>	<p>Support in principle but need to see finer details of proposals including results of pilots, which should be carried out across a range of settlement types including coastal.</p>

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
<p>'pattern books' for a wider range of permitted development.</p>		<p>large part of the Borough that could be categorised as 'Renewal' areas. 'Gentle intensification' not clearly defined. What would this mean in Southend - replacement of bungalows with blocks of flats? "Beauty" is not defined - there may be very different interpretations of what 'beauty' means.</p>	<p>Danger of dumbing down of character and loss of community identity – too formulaic and no innovation. Any 'pattern book' development types pre-approved, must aspire to deliver real innovation and/or enable the heightened quality of development and place-making areas deserve. Clarity is also required to ensure the application of pattern book styles can be effectively tailored to be locally distinct.</p> <p>Southend has done a detailed "urban capacity study" to identify the suitability of different areas for densification. Suitability can be highly localised for both design and density.</p> <p>"Fast track for beauty" needs much greater clarification as does the definition of what constitutes 'beautiful' development.</p>
<p>Proposal 15 – Amend NPPF to target areas that can most effectively play a role in climate change mitigation and adaptation and maximising environmental benefits.</p>	<p>No details provided, other than: "we want to ensure that it provides a clear and robust basis for development management decisions more generally, so that reliance no</p>	<p>Subject to revision of the National Planning Policy Framework, not within the scope of this consultation.</p> <p>Potentially reduces the scope for</p>	<p>With a climate change emergency having been declared it is an imperative that this is front and centre to assessing proposals and local plan areas for growth, renewal and protection. More details are</p>

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
	longer needs to be placed on generic policies contained in Local Plans”	more forward-thinking authorities to introduce ambitious policies.  More explicit links with the proposed Environment Act required.	required to ensure the UK meets its obligations under the Climate Change Act 2008 and resources for local authorities to pursue this in their area.
Proposal 16 – A quicker, simpler framework for assessing environmental impacts and enhancement opportunities is proposed including strengthening protection of “species, habitats and ecosystems of national importance, and that matter the most to local communities.”	The current process can be excessively complex and time consuming.  Strengthening and enhancing protections would be welcomed.	A separate and more detailed consultation is to be published in the autumn. However there is concern that the simplification of environmental assessment could lead to a watering down of current protections. Unclear how a simplified approach to assessing environmental impacts would accord with current statutory requirements.	There is concern that the simplification of environmental assessment could lead to a watering down of current protections. Separating out protection areas from growth areas also underplays the importance of nature within an urban environment for its residents and the integrated approach required. Green and Blue Infrastructure, for example, occurs in networks that don’t follow artificial boundaries  Clarity of relationship with Environment Bill required.
Proposal 17 – Conserving and enhancing our historic buildings and areas in the 21 <sup>st</sup> century [Review and update the planning framework for listed buildings and conservation areas, including exploring whether suitably experienced architectural specialists can have earned autonomy from routine listed building consents.]	Some streamlining of listed building consent regime (e.g. by deemed consent) may be appropriate for very minor works, subject to careful scrutiny of works to be included.	There would need to be safeguards in place to ensure works are carried out without causing irrevocable harm to designated heritage assets.	Support the continuation of existing national policy for historic environment. Some limited exceptions from listed building consents regime may be appropriate for very minor works when undertaken by specialists.  Overall, however, very little on the

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
			historic environment and its importance to place-making (and design codes).
Proposal 18 – ‘Facilitate ambitious improvements in the energy efficiency standards	Ambitious improvements in energy efficiency standards [at a national level] are required to achieve our stated commitment to net-zero by 2050.	New homes are proposed to be ‘zero carbon ready’ from 2025 rather than zero carbon. Not ambitious enough to meet UK target.	<p>A clear national Future Homes Standard for energy efficiency is needed to achieve carbon emissions target. Await the government’s response to the Future Homes Standards consultation in Autumn.</p> <p>Concern that it is unclear how the changes to the planning system will enable local authorities to respond sufficiently to the Climate Change emergency declared, or locally agreed aspirations such as those set out in Southend 2050.</p> <p>Little on incorporating energy efficiency in wider placemaking and links to broader agenda like “local grids” etc.</p>
<b>Pillar 3: Planning for infrastructure and connected places</b>			
Proposal 19 – A consolidated ‘Infrastructure Levy’ [abolition of Community Infrastructure Levy and Section 106 planning contribution].	Less time negotiating s.106 contributions on grounds of viability, a simplified process for adopting the Levy, and a simpler Levy system to operate	Will never be simple when trying to establish benchmark land and development values as there are so many variables and judgements to be made. The value-based	Support intention to create a simplified Levy process and a greater overall Infrastructure Levy pot. The incorporation of affordable housing within the levy

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
	<p>than the existing complex CIL Regulations would be welcome. Less exceptions and relief than the current CIL regime would be welcome as the original intention was that the cumulative impact of all development would make a contribution to infrastructure.</p>	<p>minimum threshold is already effectively in place where it is determined that setting a CIL would make development in that location/or that development type unviable. CIL unviable in many locations in north/midlands due to land values and many local variations even within Southend so difficult to see how a national Levy rate could be set. The same rate of levy will provide much more value in high value locations than in lower value locations where margins are much tighter, severely limiting the resources available for good-quality affordable housing. The proposed Levy would be charged at the point of occupation. This poses concern in relation to the timing of infrastructure delivery to support development, such as education provision or highway works.</p>	<p>needs to be better understood and detailed as there is a real concern that this could lead to an overall reduction in affordable housing delivered. It needs to be explicit how the levy will increase funding both for infrastructure and affordable housing. Management and administration of the new Infrastructure Levy needs very careful consideration if it is to work effectively and avoid infrastructure delivery taking place after development.</p>
<p>Proposal 20 – Scope of the Infrastructure Levy could be extended to capture changes of use through permitted development rights.</p>	<p>As an increasing proportion of development falls into the permitted development regime, applying the Levy to changes of use such as offices to residential would enable infrastructure to</p>	<p>The resource implications of collection and monitoring Levy from different sources need to be considered. Some permitted developments (PD) are never notified to the planning authority so</p>	<p>The principle of capturing Infrastructure Levy on developments that make demands on infrastructure is welcome though there are concerns that it could be limited in scope. Cautiously</p>

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
	<p>be provided on a fairer basis.</p>	<p>this creates challenges in collection. Would be better to introduce a standard notification to LPA of all PD developments.</p>	<p>welcome proposed changes, especially on changes from office to residential even though this is too late for much of the stock in Southend. Further details are required on the proposals</p>
<p>Proposal 21 – Reformed Infrastructure Levy should deliver affordable housing provision.</p>	<p>Less time negotiating s.106 contributions on grounds of viability would be welcome.</p>	<p>Disappointing that recent new guidance on viability has not yet been given the opportunity to ‘play out’ in practice. To deliver in-kind affordable housing there would have to be agreement between the developer and local authority valuers in respect of the value of the in-kind contribution. Difficult to see how the Levy could also deliver affordable housing when it already aims to deliver far more in terms of infrastructure than the funds that are received.</p>	<p>S106 has been effective in delivering affordable housing so a proposal to scrap this is concerning. It is not clear that alternative has been thoroughly thought out. Recent changes to viability guidance should have been given more time for the impacts of these changes to be fully evaluated.</p> <p>It is also difficult to see how the Levy could deliver more affordable housing than the current system of S106, when it also aims to deliver far more in terms of infrastructure than the funds that are received.</p> <p>It must also be remembered that S106 agreements secure much more than just affordable housing, including housing tenure, phasing of development and infrastructure</p>

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
			delivery and other planning requirements. How will these be secured in the new system?
<p>Proposal 22 – More freedom for local authorities in spending the Infrastructure Levy.</p>			<p>In general greater flexibility for local authorities is welcomed as this will allow a more locally appropriate response to infrastructure provision. The amount of Levy collected currently is much less than the amount required to fund infrastructure.</p> <p>If affordable housing is added in there will be limited income available to fund all the infrastructure provision needed as a result of new development and many local authorities will need to choose whether they put infrastructure provision or affordable housing provision first, rather than providing for both in the quantum necessary. It can also take time for the funding pot to build up to the point where it can make a difference.</p>
<b>Implementing the new system</b>			
<p>Proposal 23 – Develop a comprehensive resources and skills strategy for the</p>	<p>Recognition that Planning departments have lost</p>	<p>Pre-application charging should be at the discretion of local authorities</p>	<p>Careful consideration required of level of funding needed to support</p>

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
<p>planning sector to support implementation of reforms, including: The cost of operating the new planning system should be principally funded by the beneficiaries of planning gain-landowners and developers – rather than the national or local taxpayer. Local authorities to be subject to new performance framework with intervention where authorities not meeting this. Some local planning activities to be funded through general taxation, with a small portion of the income earned from development contributions to cover overall planning costs including plan making, design codes and enforcement activities]. Greater regulation of discretionary pre-application charging to ensure it is fair and proportionate. Planning fees to continue to be set on a national basis based on clear national benchmarking of cost of processing applications.</p>	<p>approximately 30% of their staff resource since 2010. Recognition of the additional and/or different resources (staff and technology) needed to support these proposed changes is welcomed.</p>	<p>reflecting the individual circumstances of each, including location and scale of development.</p> <p>For some developments national fees represent a substantial undercharge at current rates. Discretion in how costs are calculated should be included within the reforms.</p> <p>Recruitment of experienced/capable staff is currently a challenge in many areas, and it will take time to train employees in new skills.</p>	<p>transition to proposed planning system.</p> <p>The Skills strategy should fully reflect the new obligations for planning departments arising from the new planning system, including digital platforms and design expertise. A temporary transitional recognition of this may not be adequate</p> <p>Any new performance targets must give the system time to “bed-in”.</p>
<p>Proposal 24 – Stronger enforcement including new powers to address intentional unauthorised development.</p>	<p>Welcomed. It is recognised that enforcement is often seen as a “Cinderella” service that is frequently overstretched.</p>		<p>Strengthening of enforcement powers is welcomed, providing this is also reflected in consideration of additional resourcing requirements.</p> <p>There is a need to look in more detail at enforcement powers and procedures to speed up and</p>

Appendix 1: Southend Council response to Planning White Paper proposals

Planning White Paper Proposals	Pros	Cons	SBC Response
			<p>strengthen the system.                      Transgressors often seek to flout the current law including when an appeal is in process, to benefit financially. Consideration should be given as to whether automatic suspension of enforcement notices while appeals are pursued should be changed.</p>

Appendix 2

Southend Council response to Changes to the Current Planning System consultation paper

Proposal	Southend Council Response
<p><b>Changes to the Standard Method (for calculating housing need)</b></p> <hr/> <p><sup>1</sup> Based on the current Standard Methodology <a href="https://www.gov.uk/guidance/housing-and-economic-need">https://www.gov.uk/guidance/housing-and-economic-need</a></p>	<p>The overall implication of the new methodology is that the housing need figure for Southend will rise to 1,324 compared with the current figure of 1,178 dwellings per annum.<sup>1</sup> Whilst the inclusion of existing housing stock into the calculation will have a minimal impact (as the 10 year household projection figure average is around 50% higher than the housing stock calculation and it is this higher figure will be used), the removal of the 40% affordability cap will definitely impact Southend (which currently has a 60% figure). The proposed introduction of an additional average affordability assessment will also add to Southend’s adjusted figure (increasing the housing requirement).</p> <p>Furthermore, using workplace median house price rather than the much lower residential median house price figure also makes a material difference to the housing requirement for Southend.</p> <p>Paragraph 5 of the consultation indicates that the revised standard approach will establish a “need” figure but that this isn’t binding at this stage. The proposal in the Planning White Paper suggests that under the new planning system the housing figure will be binding, but will also take into account how physical and policy constraints such as Green Belt and flooding could be included in setting a binding housing figure for plan-making areas. Given the constraints within Southend borough, this could theoretically reduce the housing requirement. However, if the Government’s aspiration to deliver 300k homes is to be met, especially in areas with poor affordability like Southend, any adjustment to take account of local constraints may still lead to a challenging housing requirement being set in future.</p> <p>Overall, the proposed methodology, by focussing on affordability, further increases housing</p>

Appendix 2

Southend Council response to Changes to the Current Planning System consultation paper

	<p>methodology figures. Southend is physically unable to meet existing or proposed housing figures because of the physical limitations and the impacts on infrastructure and character.</p>
<p><b>First Homes - for sale for people with local links with a reduced purchase price in perpetuity of at least 30% below open market rate but could be 40-50%. They would automatically replace existing affordable market housing such as shared ownership.</b></p>	<p>Affordable housing calculations will need reconsideration to factor in First Homes. There is a potential that the number of affordable/social rent units could be reduced which is a significant concern in a Borough where this is a significant element of need. This could also have implications on CIL receipts.</p> <p>It is unclear how future sales of First Homes will be monitored to ensure that these properties continue to be made available to local people at the reduced rate. This may therefore be additional burdens placed on the Local Authority to ensure this happens.</p>
<p><b>Supporting Small and Medium Enterprises (SME)</b></p>	<p>Given the number of smaller schemes in Southend the proposed temporary removal of section 106 contributions for affordable housing on sites of up to 40 or 50 dwellings (rather than the current threshold of under 10) could have a significant short term impact on Southend which needs further consideration. A significant reduction in the amount of affordable housing that could be delivered in Southend would be very concerning given the priority the Council places on providing sufficient affordable homes for local people.</p> <p>The White Paper recognises that this initiative could result in a drop in affordable housing of 7-14% if using 40 home threshold or 10-20% if the 50 home threshold was selected. Given the nature of development sites coming forward in Southend, very few of which are above 40 or 50 dwellings in size, these potential reductions in affordable home delivery could be considered conservative. Effectively, the delivery of new affordable provision from market development could become minimal for the period of this new incentive, which is of</p>

Appendix 2

Southend Council response to Changes to the Current Planning System consultation paper

	<p>considerable concern.</p> <p>There is a danger of larger sites being split by developers into blocks of 40 to 50 to avoid paying contributions; the White Paper indicates the Government is looking to address this.</p>
<p><b>Extend Permission in Principle (PIP) by the end of the year</b></p>	<p>The proposed change could create more certainty for developers, but the potential for land banking of permissions appears to remain, as is the case with the present system. Incentives (or sanctions) are necessary to encourage developers to build out permitted schemes. This is a stated priority of the Government but the White Paper is light on how this could be achieved.</p> <p>The proposal presents the opportunity for quite large-scale schemes to be speeded through the system with a lower degree of public scrutiny.</p> <p>There has only been one PIP application in Southend to date and this was refused. A reduced 5 week decision period (down from 8 weeks) but with lower fees has implications for income and demand on staff resources if the proposal was widely taken up. It could also have challenges for statutory agencies and the general public in responding to what could be quite large schemes and there is a potential “democratic deficit” for member engagement. In particular this would significantly reduce the opportunity to present to planning committee very large projects with potentially major impacts on the town.</p>

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# Southend-on-Sea Borough Council

Agenda  
Item No.

## Report of Executive Director (Children and Public Health)

to  
**Cabinet**

on

**15<sup>th</sup> September 2020**

Report prepared by:

Catherine Braun, Head of Access and Inclusion

Chrissy Papas, Place Planning and Admission Compliance Manager

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### **School Admissions Arrangements for Community Schools 2022/23; the Coordinated Admission Scheme for Academic year 2022/23; and Review of the relevant area**

**People Scrutiny Committee**  
**Executive Councillor: Councillor Anne Jones**  
Part 1 (Public Agenda Item)

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

- 1.1. To confirm the admission arrangements for community schools for the academic year 2022/23.
- 1.2. To confirm the Coordinated Admissions Scheme for 2022/23.
- 1.3. To review and agree to the relevant area

#### **2. Recommendations**

- 2.1. **To approve the proposed Admissions Arrangements for Community Schools for the academic year 2022/23 as set out in Appendix 1 and agree requirement for public consultation on changes proposed.**
- 2.2. **That consultation with governing bodies of community schools takes place on the published admission number (PAN) for community infant, junior and primary schools for September 2022 as set out in the Admission Arrangements in Appendix 1**
- 2.3. **To approve the proposed Coordinated Admissions Scheme for 2022/23 onwards, as set out in Appendix 2 and Appendix 3.**
- 2.4. **That the relevant area for schools is reviewed and agreed as follows: Southend, Castle Point and Rochford for the years 2022 and 2023(item 6 below).**

#### **3. Background**

Statutory Framework

- 3.1. The Council has the responsibility to determine the following in relation to school admissions:
  - a) the Admission Arrangements for Community Schools (admission numbers, admission criteria and catchment areas); and

- b) the Coordinated Admissions Scheme, which sets out the way in which admissions for all schools (including academies and other own admission authority schools) will operate.
- 3.2 The local authority (as the admission authority for all community schools) **must** consult on the admission arrangements for community schools, if it proposes to make any changes to the existing arrangements or, at least every seven years, even if there are no changes.
- 3.3 Own Admission Authorities, (academy, foundation and voluntary aided schools) have the responsibility to consult on and determine their own admission arrangements including catchment areas.
- 3.4 The Admissions Code 2014 determines that the official window for formal consultation on final proposed arrangements for admissions (including catchment areas) is between 1 October and 31 January and the consultation must last for a minimum of 6 weeks.
- 3.5 Admission arrangements for Community Schools in Southend must be determined by 28<sup>th</sup> February 2018 and included in a composite prospectus for all schools by 15<sup>th</sup> March 2018. These are statutory deadlines and must be adhered to by all admission authorities.
- 3.6 The current admission arrangements for Community Schools (including catchment areas) were last consulted on and approved by the Council for the admissions in the academic year 2019/20.
- 3.7 The local authority (as the admission authority for community schools) must consult the governing body of each community school where it proposes either to increase or keep the same published admission number (PAN).
- 3.8 The Council must balance the duty to ensure sufficient school places alongside its duty to make efficient use of resources. The DfE recommends Councils have a surplus of around 5% within each planning cluster. Where surplus becomes too low or too high consideration is needed to either increase or reduce the number of available places in the town. This results in changes to some school PANs. **The proposal is to keep the same PAN for all schools except Chalkwell Hall Infant School, for which a reduction in PAN from 120 to 90 for the year 2022 is proposed.**
- 3.9 Schemes for coordinating all admission applications to schools must be formulated and submitted to the Department for Education (DfE) by 1 January in the determination year. For the school year commencing September 2022, submission to the DfE must be submitted by 1 January 2021. Consultation on the scheme is mandatory every seven years or where substantial changes are being made. **Southend-on-Sea Borough Council will consult admission authorities in the borough to ensure cohesion of the coordinated admissions round. Consultation will run from 1 November to 7 December 2020.**
- 3.10 The School Admissions guidance requires Local Authorities to determine every two years a “relevant area” for the purposes of admissions. This defines the area in which admission authorities consult on admission arrangements. The area of Southend, Castle Point and Rochford has been in place for many years and is most appropriate for consultation given that a significant number of pupils access provision in schools in those areas.

### **Admission Arrangements for 2022/23**

**Admission/oversubscription Criteria**

3.11 There are no proposed changes from the previously consulted 2019/20 admission arrangements. There is therefore no requirement to consult for 2022/23. The admission criteria for community primary schools for September 2022/23 are shown in **Appendix 1**

**Published Admission Number (PAN)**

3.12 The Admissions Code 2014 determines that admission authorities must consult the public if it proposes to decrease the PAN for a school. Admission authorities do not need to consult if they are increasing PAN.

3.13 Discussions were had earlier in the year with school leaders regarding the need to reduce the PAN's of some primary schools in the borough over the coming four years due to the significant decline in births. This decline has created a growing surplus in the town which if left without action, would have a considerably negative impact on some schools in the area.

3.14 Following the engagement session held with Southend Primary Headteachers on the 25<sup>th</sup> February 2020, and follow up consultation response sent via email, a set of values and principles on how to prioritise which schools should be approached first for reductions for reducing their PAN's. The considerations for identifying which schools to lower was:

- 1. Discount 1 and 2 FE schools in line with DfE guidance
- 2. Largest PANs (4/5 FE) to be considered first
- 3. Schools previously expanded to be considered next
- 4. Schools that have already lowered PAN to be considered after all other considerations
- 5. Schools with PANs higher than recommended site capacity
- 6. Schools with a history of spaces in reception
- 7. Avoid schools positioned on the borough boundary with unreasonable distance to next school
- 8. Faith schools where arrangements are linked to secondary expansions (Catholic) or where reductions may limit parent choice (C/E)
- 9. Ofsted grade
- 10. Catchment births higher than PAN in year of change and trend suggests school will be unable to meet catchment demand

3.15 Although we have a mix of LA and academy maintained schools in the Borough, the Council retains the responsibility for ensuring the sufficiency of school places, which includes the number of surplus places. This information is reported annually to the Department of Education (DfE).

3.16 Prior to this discussion, the Council already undertook conversations with 5 academy and voluntary aided schools regarding reducing their PAN (three 5FE and two 4FE). This resulted in five forms of entry (FE) being reduced across the town over the last two years. These discussions have all been finalised and agreed through formal consultation and have been included when calculating the continuing need for further reductions as demonstrated in the table below:

<b>Cluster</b>	<b>FE reduction needed for 2022/23</b>
North West	0
Leigh	1
West Central	1
East Central	1
Shoeburyness	1

Cluster	FE reduction needed for 2022/23
Total	4 FE

- 3.17 Due to the depreciating birth numbers, the requirement for less primary school places is set to continue for at least the next 3 years. Numbers will be monitored on an annual basis and changes made accordingly to further decrease or increase as trends in births change.
- 3.18 From the four clusters each requiring one school to reduce by 1FE, only the Leigh Cluster identified a Local Authority maintained school (community school) where the LA is the admission authority. All other schools were either academy or foundation.
- 3.19 Chalkwell Hall Infant School, within the Leigh Cluster was identified for further discussion and consultation to reduce the schools PAN by one form of entry (FE) from September 2022. This was taking into consideration one other school in the cluster already reducing PAN from 4FE to 2FE; Chalkwell’s direct catchment area has seen a 22% reduction in births; was a school that had expanded during the time of increased need; and is situated on a very small site.
- 3.20 The Governing Body for Chalkwell Hall Infant School and the Head Teacher have confirmed they agree to lower the PAN for the school from 120 to 90 from 2022 onwards. This is with the understanding that if the LA is short of places the school will be consulted to admit further pupils.
- 3.21 There are currently no proposed changes to the Admission Limits from 2022/23 for the remaining community schools. However, Governing Bodies of community schools will have the opportunity to inform the local authority if they wish to comment on the proposal of no change. The proposed admission limits for all community primary schools for September 2022/23 are shown on **Page 2** of the Admission Arrangements for Community Schools at **Appendix 1**.

#### **Catchment Areas**

- 3.22 The proposed catchment areas for primary schools for September 2022 are identified within the Admission Arrangements in **Appendix 1**. **There are no proposed changes from the last full public consultation for 2019/20.**

#### **Primary and Secondary Co-ordinated Admissions Scheme 2022**

- 3.23 Consultation rules for coordinated arrangements require the local authority to consult with other admission authorities in the area and other local authorities if there are changes from the previous year’s scheme. Changes are proposed for the coordinated scheme for 2022 as provided in summary in **Appendix 3**.
- 3.24 The coordinated admission scheme has not changed significantly from the version adopted for 2020, schools in the borough and the CSSE will be consulted and feedback will be sought.
- 3.25 It is not anticipated that there will be significant comments for changes to the coordinated admission scheme from schools and therefore it is requested that the final version is ratified by the Executive Director for Children and Public Health in December for publication as required by law, 1 January 2021.

#### **Background information on the relevant area**

- 3.26 The “relevant area” for Southend, must include all of the Borough of Southend but may include parts of Essex. An area could be included in more than one “relevant area”, which would be the case if any part of Essex were included.

3.27 In view of the considerable cross border movement it is recommended that the “relevant area” for Southend includes the areas of Castle Point and Rochford in addition to the Borough of Southend-on-Sea.

#### 4 **Other Options**

4.1 The Council could decide not to consider reducing the PAN of one community school and thus not publicly consult on 2022/23 Admission Arrangements for Community Schools and Coordinated Admissions Scheme. This would add undue pressure on a small number of local schools for 2022, where a significant surplus of places is forecast, creating financial and organisational challenges.

4.2 Not undertaking a public consultation does not change the requirement that Southend-on-Sea Borough Council must consult admission authorities and the CSSE on the proposed Coordinated Admission Scheme 2022 to ensure the delivery of school places, as required by law.

4.3 Not undertaking a public consultation does not change the requirement that Southend-on-Sea Borough Council must consult Governors of community schools on their PAN and inform schools of the minor changes to the coordinated scheme.

#### 5 **Reasons for Recommendations**

5.1 The Council is not proposing any changes for admission criteria or catchment areas for community schools but proposing a reduction in PAN for Chalkwell Hall Infant School and therefore there is a requirement for a public consultation.

5.2 The Council will consult individually the Governing Bodies of community schools as required for increased or unchanged PAN's.

5.3 The Council is required to publish the Co-ordinated Admissions Scheme 2022/23, by 1 January 2020. Cabinet is asked to approve the proposed scheme.

5.4 The relevant area will be adopted as proposed, no consultation required.

5.5 A report will be presented to the January Cabinet to formally approve the PAN's and to formally determine the admission arrangements.

#### 6 **Corporate Implications**

6.1 **Contribution to the Southend 2050 Road Map**  
These arrangements will assist pupils within the Borough to access quality learning opportunities to achieve the best possible outcomes for all children. It fits well into the ambition of opportunity and prosperity, in that it supports sharing our prosperity amongst all of our people. It further supports the ambition in that our children are school and life ready and our workforce is skilled and job ready.

6.2 **Financial Implications**  
There are no direct financial implications for the Council. The administration of school admission, and core revenue funding for the running of a School is funded through the Dedicated Schools Grant.

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

6.4 **People Implications**  
The proposed changes to one schools PAN have been considered in line with the pupil product for the schools catchment area. Based upon historical admission trends and

numbers of births that have declined in the area, the changes are not expected to impact catchment residents negatively.

6.5 Property Implications  
None

6.6 Consultation  
The local authority (as the admission authority for community schools) must consult the governing body of each community school where it proposes either to increase or keep the same published admission number (PAN). **The proposal is to keep the same PAN for all schools except Chalkwell Hall Infant School, for which a reduction in PAN from 120 to 90 for the year 2022 is proposed. Consultation will be in line with the requirements within the Admission Code and run between 1 November and 14 December 2020.**

Schemes for coordinating all admission applications to schools must be formulated and submitted to the Department for Education (DfE) by 1 January in the determination year. For the school year commencing September 2022, submission to the DfE must be submitted by 1 January 2021. Consultation on the scheme is mandatory every seven years or where substantial changes are being made. **Southend-on-Sea Borough Council will consult admission authorities in the borough to ensure cohesion of the coordinated admissions round. Consultation will run from 1 November to 7 December 2020.**

6.7 Equalities and Diversity Implications  
A coordinated admissions scheme and clear oversubscription criteria are necessary to ensure fair access to school places. Admission Arrangements for Community Schools and the Coordinated Admission Scheme for Southend Schools have been written in line with mandatory requirements set by the Admissions Code 2014. The code determines that authorities must ensure that the practices and criteria used to decide the allocation of school places are fair, clear and objective and that parents should be able to easily understand how places are allocated.

In line with the Equality Act 2010, the arrangements and scheme are reviewed annually against an expanded list of protected characteristics as identified within the Admission Code: disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.

The proposed Scheme, arrangements and decisions made through their administration are clear that there is no discrimination on the grounds of disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; or sexual orientation, against a parent who is applying for a school place or offered admission as a pupil.

There are limited exceptions to the prohibition of discrimination on grounds of religion or belief and sex. Schools designated by the Secretary of State as having a religious character are exempt from some aspects of the prohibition of discrimination on the grounds of religion or belief and this means they can make a decision about whether or not to admit a child as a pupil on the basis of religion or belief. Single-sex schools are lawfully permitted to discriminate on the grounds of sex in their admission arrangements.

6.8 Risk Assessment  
The need to reduce PANs in the Borough is based upon an assessment of forecast need inclusive of surplus places. The risks to a small number of schools becoming financially unviable to continue in the long run is great if nothing is done to reduce excessive surplus places. Discussions with other cluster schools to gain agreement to

consult on lowering PANs, has also been undertaken and Trust and Governing Bodies are considering consulting in the Autumn as well.

If the Council does not agree a scheme, one will be imposed by the DfE, and the Council's reputation will suffer.

6.9 Value for Money  
No direct implications.

6.10 Community Safety Implications  
None envisaged.

6.11 Environmental Impact  
None envisaged

## **7 Background Papers**

7.1 [School Admissions Code 2014](#)  
[School Admission Appeals Code 2012](#)

## **8 Appendices**

8.1 Appendix 1 - Proposed Admissions Arrangements for Community Schools for September 2022 including Published Admission Numbers on Page 2.

8.2 Appendix 2 - Proposed Co-ordinated Admissions Scheme for September 2022 onwards.

8.3 Appendix 3 - Explanatory note to highlight changes

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# Determined Admissions Arrangements for Community Schools

For September 2022/23 round of admissions

For office use – statutory process: The School Admissions Code 2014

<b>Key Dates</b>	<b>Task</b>
17 September 2020	Cabinet draft consultation proposals,
19 <sup>th</sup> Sept – 31 <sup>st</sup> October 2020	PAN consultation with Governing Bodies for community schools
1 <sup>st</sup> Nov – 14 Dec 2020	Public Consultation
January - 28 <sup>th</sup> February 2022	Final Determined Admission Arrangements by Cabinet (post PAN consultation)
15 <sup>th</sup> March 2022	Publication of Composite Prospectus of Determined Arrangements
16 <sup>th</sup> March – 15 <sup>th</sup> May 2022	Window for Objections to the School Adjudicator.
12 <sup>th</sup> September 2022	Final arrangements for 2022 are published in the Primary booklet

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## 1. Introduction

Southend-on-Sea Borough Council is the admission authority for all community schools in the borough. This document sets out the formal policies for all borough community schools. The arrangements below, including the explanatory notes, are in line with government legislation and guidance (School Admissions Code and School Admissions Appeals Code) and designed to ensure there is a fair, clear and reasonable admissions procedure for all applicants, and to help guide parents through the application process.

These arrangements apply to all admissions, including in-year admissions for the admission year 2022.

## 2. Community Schools Published Admissions Number 2022/23

<b>Community Primary Schools</b>	<b>Proposed admission limit for 2022/23, for each year group</b>
Barons Court Primary School & Nursery	35
Chalkwell Hall Infant School	90
Chalkwell Hall Junior School	120
Earls Hall Primary School	90
Edwards Hall Primary School	60
Fairways Primary School	60
Heycroft Primary School	60
Leigh North Street Primary School	90
West Leigh Infant School	120

## 3. Oversubscription criteria for community schools

**Criteria are set for each individual school below and apply to all year groups for the year 2022. Explanatory notes, below, apply to all community school arrangements. The published admission limit for community schools is provided above.**

If at the closing date for applications, there are not enough places for all those who have expressed a wish to have their child admitted to a community school; places will be allocated using the admission criteria as below. This will not apply to children with a statement of special educational needs (SEND) or Education, Health and Care (EHC) plans as the plan/statement names the school and therefore the child must be admitted to the named school. The admission criteria are listed below by school with explanatory notes following:

### **Barons Court Primary School & Nursery**

1. Looked after children and previously looked after children
2. Pupils who live in the catchment area who have a sibling attending the school

3. Pupils who live in the catchment area
4. Pupils who live outside the catchment area who have a sibling attending the school
5. Pupils of staff at the school
6. Pupils who live outside the catchment area  
(for all criteria, catchment area map and additional information please see explanatory notes and maps below)

### **Chalkwell Hall Infant School**

1. Looked after children and previously looked after children
2. Pupils who live in the catchment area who have a sibling attending the school or Chalkwell Hall Junior School
3. Pupils of staff at the school
4. Pupils who live in the catchment area
5. Pupils who live outside the catchment area who have a sibling attending the school or Chalkwell Hall Junior School
6. Pupils who live outside the catchment area  
(for all criteria, catchment area map and additional information please see explanatory notes and maps below)

### **Chalkwell Hall Junior School**

1. Looked after children and previously looked after children
2. Pupils attending year 2 at Chalkwell Hall Infant School
3. Pupils who live in the catchment area who have a sibling attending the school or Chalkwell Hall Infant School
4. Pupils of staff at the school
5. Pupils who live in the catchment area
6. Pupils who live outside the catchment area who have a sibling attending the school or Chalkwell Hall Junior School
7. Pupils who live outside the catchment area  
(for all criteria, catchment area map and additional information please see explanatory notes and maps below)

## **Earls Hall Primary School**

1. Looked after children and previously looked after children
  2. Pupils who live in the catchment area who have a sibling attending the school
  3. Pupils of staff at the school
  4. Pupils who live in the catchment area
  5. Pupils who live outside the catchment area who have a sibling attending the school
  6. Pupils who live outside the catchment area
- (for all criteria, catchment area map and additional information please see explanatory notes and maps below)

## **Edwards Hall Primary School**

1. Looked after children and previously looked after children
  2. Pupils who live in the catchment area who have a sibling attending the school
  3. Pupils who live in the catchment area
  4. Pupils of staff at the school
  5. Pupils who live outside the catchment area who have a sibling attending the school
  6. Pupils who live outside the catchment area
- (for all criteria, catchment area map and additional information please see explanatory notes and maps below)

## **Fairways Primary School**

1. Looked after children and previously looked after children
  2. Pupils who have a sibling attending the school
  3. Pupils who live in the catchment area
  4. Pupils of staff at the school
  5. Pupils who live outside the catchment area
- (for all criteria, catchment area map and additional information please see explanatory notes and maps below)

## **Heycroft Primary School**

1. Looked after children and previously looked after children
  2. Pupils who live in the catchment area and have a sibling attending the school
  3. Pupils who live in the catchment area
  4. Pupils of staff at the school
  5. Pupils who live outside the catchment area who have a sibling attending the school
  6. Pupils who live outside the catchment area
- (for all criteria, catchment area map and additional information please see explanatory notes and maps below)

## **Leigh North Street Primary School**

1. Looked after children and previously looked after children
2. Pupils who live in the catchment area who have a sibling attending the school
3. Pupils of staff at the school
4. Pupils who live in the catchment area
5. Pupils who live outside the catchment area who have a sibling attending the school
6. Pupils who live outside the catchment area  
(for all criteria, catchment area map and additional information please see explanatory notes and maps below)

## **West Leigh Infant School**

1. Looked after children and previously looked after children
2. Pupils who live in the catchment area who have a sibling attending the school or West Leigh Junior School
3. Pupils of staff at the school
4. Pupils eligible for pupil premium who live in the catchment area
5. Pupils who live in the catchment area
6. Pupils who live outside that catchment area who have a sibling attending the school or attending West Leigh Junior School
7. Pupils who live outside the catchment area  
(for all criteria, catchment area map and additional information please see explanatory notes and maps below)

## **4. Explanatory notes, including maps, apply to all community schools in Southend-on-Sea**

Parents must make a separate application for transfer from nursery to primary school and from infant to junior school. Parents must complete a Southend-on-Sea Common Application Form (CAF) for applications to year reception and year 3 between 14<sup>th</sup> September and 15<sup>th</sup> January.

### **4.1 Pupils in public care and children that were previously in public care**

Any reference to looked after children refers to children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to the school'. Any reference to previously looked after children means children who were adopted (or subject to residence or special guardianship orders) immediately following having been looked after. Looked after and previously looked after children are given the highest priority for each relevant age group and in all ranking.

The admission into school for children previously in care but outside of England will be ranked in the same category as LAC/PLAC for all schools. (ref to letter dated 4th Dec 2017, Rt Hon Nick Gibb MP).

[Letter on SBC website](#)

## **4.2 Pupils with Education, Health and Care Plans**

All children whose statement of special educational needs (SEND) or Education, Health and Care (EHC) plan names the school must be admitted. Children with a statement or a plan will follow a different process for admission. Further information can be found on

[Special Educational Needs and Disabilities \(SEND\)](#)

[Local Offer](#)

## **4.3 Pupils eligible for pupil premium – Early years pupil premium (West Leigh Infant School)**

Nurseries and schools are given a pupil premium/early years pupil premium for children who have qualified for free school meals at any point in the past six years. Parents will need to tick on the application form and/or supplementary information form or notify the Local Authority in writing if they are eligible or registered for pupil premium. Any disclosure for pupil premium will be used only to rank applications against the admission criteria and will not be held for any other purpose.

Parents can check their eligibility by filling out the [LA online form](#)

Parents that are in receipt of one of the following may be eligible for pupil premium:

- Income Support
- Income-based Job Seekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The Guaranteed Element of State Pension Credit
- Child Tax Credit (if they not entitled to Working Tax Credit and have an annual income under £16,190)
- Working Tax Credit 'run-on' - the payment someone may get for another 4 weeks after they stop qualifying for Working Tax Credit and Universal Credit

## **4.4 Pupils of staff of the school**

Children will be ranked in this admission criteria if they are children of staff at the school in either or both of the following circumstances: -

- where the member of teaching staff (including, staff that are at the school in positions, such as: Senior Leadership Team/level, Head of Year Group, Head of Department, Office Manager or

SENCo) that has been employed at the school for two or more years at the time at which the application for admission to the school is made,  
and/or

- the member of staff is recruited to fill a vacant post for which there is a demonstrable specialist skill shortage.

## **4.5 Distance**

In the case of over subscription in any one category “straight line” distance will be used to measure the distance between the pupil’s home and the nearest pupil entrance to the school. Distances will be measured using the Local Authority’s computerised measuring system. The pupils living closest will be given priority. If the pupil’s home is a flat the distance will be measured to the main external entrance to the building.

### **4.5.1 Tie-Break**

To be used to decide between two applications that cannot otherwise be separated: If the same distance is shared by more than one pupil, and only one place is available, the place will be awarded on the basis of a computerised random allocation process (supervised by someone independent of the Council / governing body). In the case where the last child offered is a twin or sibling of a multiple birth sibling both/all children will be offered and the sibling will be an ‘excepted pupil’.

## **4.6 Distance where parents have separated**

The distance is measured the same for all applications. Only one application can be received. The LA should not have the details of both parents or know of the marital status of the parents. If more than one application is received from parents, applications will be placed on hold until such time that:

- an application is made that both parents agree to; or
- written agreement is provided from both parents; or
- a court order is obtained confirming which parent's application takes precedence’.

Details on address checks and which address is relevant are also provided in the admission booklet. In all cases the child’s normal place of residence is applicable for the purposes of the application.

## **4.7 Infant to partner Junior admissions**

Parents must apply in the main round to transfer from an infant school to the junior school. Parents must use the Council common application form (CAF) and submit the application between 14th September to 15th January. The Council offers a full coordinated process for admission to year 3.

## **4.8 Siblings**

Siblings are considered to be a brother or sister, half-brother or half-sister, step-brother or step-sister, adopted brother or sister, living at the same address, who attends the school at the time of application with a reasonable expectation that he or she will still be attending at the time of the proposed admission.

In the exceptional situation where one twin or one or two triplets are refused a place, in order to keep family members together and in line with the School Admissions Code 2014, the additional pupil(s) will be admitted even if this results in the admission limit for the year group being exceeded.

## **4.9 Waiting lists**

Children's names will automatically be on the waiting list for schools that are higher on the rank list and for which they do not receive an offer (for years Reception and year 3).

Parents can appeal against the refusal for schools for which they did not receive an offer. Appeals must be lodged within 20 school days of the date of the letter. Parents can access the information on appeals and submit an appeal online on the council's web site [www.southend.gov.uk/admissions](http://www.southend.gov.uk/admissions) or email [admissions@southend.gov.uk](mailto:admissions@southend.gov.uk) to request an appeal application form. All appeals are considered by an Independent Appeals Panel.

Waiting lists for all year groups for community schools are closed at the end of each school year.

## **4.10 Over and Under Age Applications**

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group—to reception rather than year 1.

Applications for over or under age applications in-year are handled in line with the School Admissions Code 2014, 2.17 (a & b).

Such requests for Schools in Southend-on-Sea are directly to the school and the school advises the LA of their decision. Requests for year 6 must have been submitted by the parent and considered by the admission authority before the closing date for applications to year 7, i.e. 31st October of any given year. Admission authorities must make decisions based on the circumstances of each case and in the best interests of the child concerned.

When informing a parent of their decision on the year group the child should be admitted to, the admission authority must set out clearly the reasons for their decision. (2.17a School Admissions Code 2014)

In circumstances where a child transfers from another school already 'outside of normal age group', community schools and the LA will support any over or under age application where the above has been met and the LA is satisfied that the child should continue to be educated out of normal age group.

Parent can not apply for admission to a different year group on account the year group has a vacancy and the normal age group does not have a vacancy

#### **4.11 Admission of children below compulsory school age and deferred entry to school.**

Most children start school on a full time basis, however parents can request that their child attends part time until reaching compulsory school age (the term after their 5th birthday). Once parents receive an offer and accept a place for their child during the normal admission round, they can ask to defer the admission until later in the same academic year. Schools must accommodate these requests where it appears to be in the best interest of the child. Parents wishing their child to attend part time must discuss this with the headteacher of their allocated school. The approved deferment means that the place is held open and is not offered to another child and the parents must take up the place full time by the start of the Summer Term in April. Part-time agreements should include core teaching.

In the case of children born prematurely or the late summer months parents may request admission outside the normal age group so that their child starts school the September after their 5th birthday. Such requests for Schools in Southend-on-Sea are directly to the school and the school advises the parent of their decision. Parents must notify the LA and provide any letters relating to this matter.

Parents submitting a request for admission outside the normal age group must also complete the Single application Form during the main admission round, 14th September – 15th January for the 'usual age group for their child'.

#### **4.12 In-year admissions**

As permitted by law parents can make an application at any time to any school outside the normal admissions. Parents can submit applications for community schools to the Admissions Team at the Council. Where places are available at preferred schools places will be offered. Where there are no places applicants will be refused and can join the waiting list for the schools. Waiting lists are ranked according to the admission criteria for schools. In some cases where a child is already on a school roll locally the place may be offered for the start of the next term.

The admission arrangements will apply to applications for said schools made outside the normal rounds to admissions (referred to as in-year admissions). Parents can apply at any time for the current school year directly to the Admissions Team at Southend-on-Sea Borough Council. Parents can apply for the next school year anytime in the summer term, i.e. after Easter of any given year. Applications in the current school year are processed within a maximum of 10 school days, applications for the next school year are processed in the late summer months and outcomes are communicated in the early Autumn term at the latest. Pupils that are refused a place at a school that is higher than the offered place, are therefore added to the waiting list and remain on the waiting list until 30 June of any given year. Waiting lists close on 30 June of any given year and new waiting lists are created for the next academic year (from the applications for the next school year). Waiting lists from previous years are not rolled over to

the next. Parents wishing to continue on a waiting list for a following year are required to make a fresh application.

#### **4.13 Home Address**

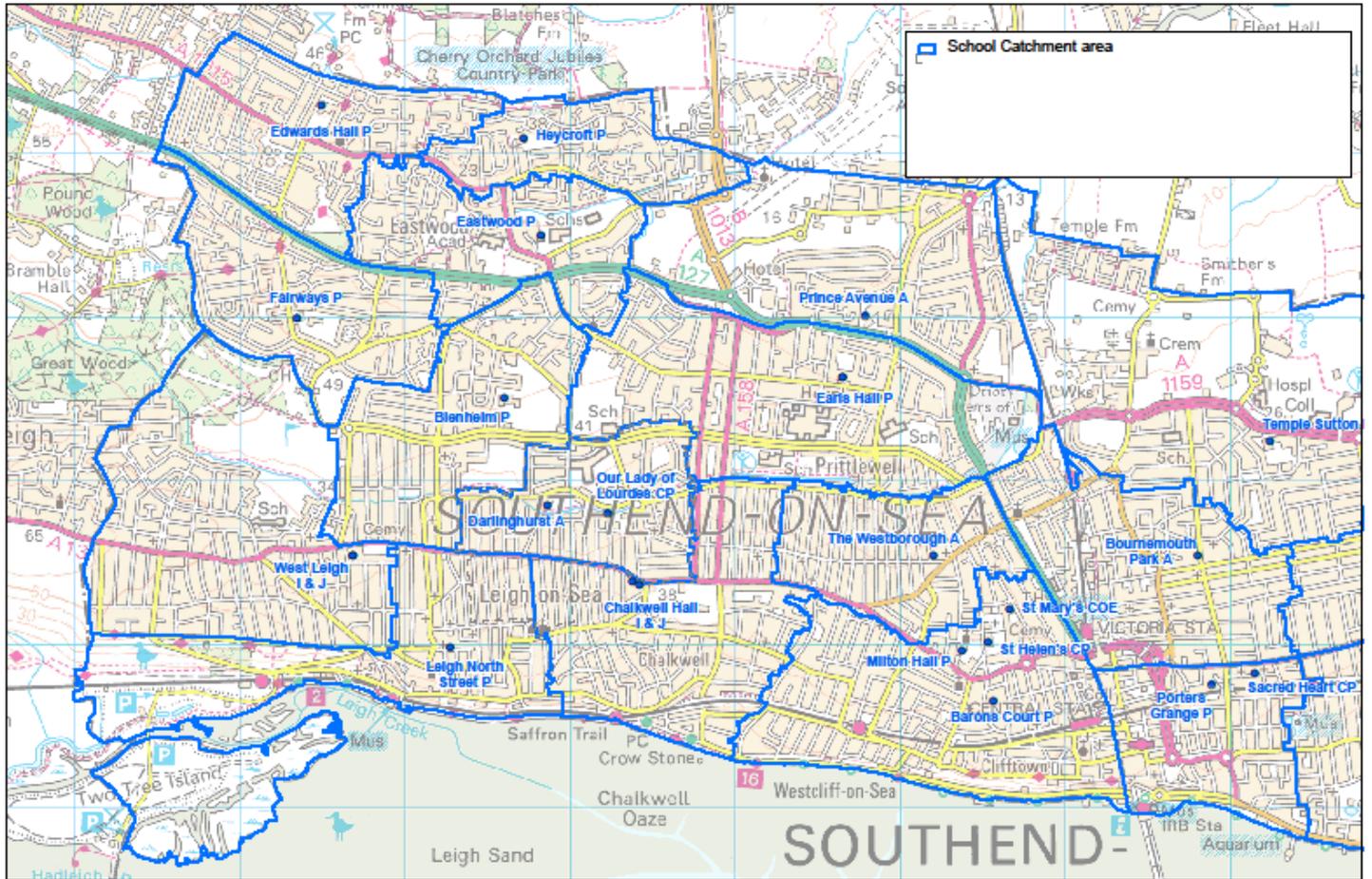
For all applications, the address used will be the child's habitual normal place of residence as at the closing date for applications, i.e., 15th January (reception and year 3). Changes to address will be updated after all on time applications have been processed.

**The relevant Coordinated Admissions Scheme and Primary Admission booklets should be read in conjunction to the Determined Admission Arrangements for all schools in the Borough of Southend-on-Sea. The Primary Admission booklet contains further details, provides more information and is written to support parents through the rounds.**

# 5. Catchment Map



Infant, Junior and Primary School catchment areas – Southend-on-Sea



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# Southend-on-Sea Borough Council Determined Co-ordinated Admissions Scheme For Admission 2022/23

Publication: 1 January 2021

<b>Approval Route</b>	<b>Key Dates</b>
Cabinet:	September 2020
Consultation with schools:	1 October 2020 -11 November 2020
Minor admin corrections	1 December 2020
Approved by Executive Directors delegated authority:	December 2020
Published: Council Web site	20 December 2020 (or before 1 Jan 2021)

For office use:



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## **1. Introduction**

- 1.1 The School Admissions Code places a duty on local authorities to formulate a single scheme for co-ordinating all applications to all publicly funded schools from parents in their area. In the Borough of Southend-on-Sea, the scheme applies to admissions into reception, year 3 and year 7. Schemes for admission to schools must be formulated by 1 January in the determination year.
- 1.2 Determined admission arrangements from all admission authorities in the borough to be provided to SBC, for the inclusion in the composite prospectus, between 28 February and no later than 7 March.

## **2. Aims and scope of the scheme**

- 2.1 Aims of the scheme
  - 2.1.1 To facilitate the offer of one school place to each pupil.
  - 2.1.2 To simplify for parents the admission process into schools through the use of a Common Application form (CAF).
  - 2.1.3 To co-ordinate with neighbouring local authorities to avoid more than one school place being allocated to the same pupil.
- 2.2 Scope of the Scheme
  - 2.2.1 The scheme applies to families who are resident in Southend who are seeking admission into: reception year in primary and infant schools; year 3 in primary and junior schools and year 7 in secondary schools. The scheme excludes post 16 pupils.

## **3. Key Aspects of the Scheme.**

- 3.1 As required by the School Admissions Code (SAC), Southend Borough Council (SBC) co-ordinates with other local authorities to ensure that a pupil only receives one offer.
- 3.2 SBC will co-ordinate admissions, for all schools including academy, community, foundation, free school and voluntary aided schools. Co-ordination is for all pupils into reception year, year 3 and year 7.
- 3.3 SBC will send offers of places to Southend residents even if the school is in another local authority. This includes offers on behalf of academy, community, foundation, free school and voluntary aided schools.
- 3.4 The CAF will enable parents to express:

- up to 3 preferences for admission to a primary school; or
  - up to 5 preferences for admission to a secondary school.
- 3.5 Only SBC will know the ranking of the parental preferences. Preferences will be shared with other local authorities in so far as they relate to their schools. Parental preferences may be shared with Admission Authorities for the purposes of admission appeals.
- 3.6 SBC will provide each school with a breakdown of preferences for their own school as on offer day.
- 3.7 In all cases academies, foundation, free school and voluntary aided schools will continue to be their Admission Authorities, will apply their own criteria and will continue to be responsible for the organising of admission appeals unless they wish to designate the school admissions team for this service.
- 3.8 Admission authorities must confirm by 1 February of each year if appeals are designated to SBC.

## 4. General details of the scheme

- 4.1 Primary and secondary admissions up to the offer date
- 4.1.1 Parents will complete a Common Application Form (CAF) on which they will be able to express a preference for up to:
- 3 primary schools in order of priority; or
  - 5 secondary schools in order of priority
- 4.1.2 Parents will be advised to apply on-line for a school place at [Southend Admissions](#) but will be able to complete a paper common application form if they wish.
- 4.1.3 All CAFs must be sent to SBC which is the only body that can make offers to Southend parents on behalf of primary and secondary schools.
- 4.1.4 Alerts of pupils that have not applied will be made available to current settings, on request from Nursery Schools, but completed by default with schools to identify any barriers preventing on-time applications being submitted. Where a school does not share their on roll data with SBC they will need to provide the admissions team with a list of pupils on roll to identify the pupils who have not yet submitted an application.
- 4.1.5 Parents can express a preference for a school in another local authority as Southend co-ordinates admissions with other authorities. The offer of a place at a school in another local authority will be made by SBC on behalf of that local authority. Similarly other local authorities will offer places to their residents on behalf of Southend schools. The scheme requires councils to liaise before any offers are made on behalf of schools in the other council area.

- 4.1.6 SBC considers all preferences against the admissions criteria for the individual schools
- 4.1.7 The booklets will detail which schools also require Supplementary Information Forms (SIFs) and admission authorities must ensure they inform parents on open evenings and via their websites of the SIF requirement. These may be obtained from either the school or the website. SIFs must be sent back to the individual school. SIFs for the Consortium of Selective Schools in Essex (CSSE) need to be downloaded from the CSSE website or by contacting the CSSE and completed forms need to be returned to the CSSE. These forms are not application forms and parents must complete the CAF. (See section 4.7 on SIFs and section 4.1.6 for the SIF for the Consortium of Selective Schools in Essex).
- 4.1.8 The Primary and Secondary Booklets are available electronically and can be provided in print on request from parents. Hardcopies of the booklets are provided to core partners e.g. Primary schools, secondary schools, independent schools, CSSE, PRU, SENT and Virtual School.
- 4.1.9 For each admission round there is a national closing date for receipt of the CAF. The deadline for receipt of any SIFs is set by individual schools and the Consortium of Selective Schools in Essex (CSSE). The date may be later than the national closing date. For registration for the selective test the closing date will be much earlier. Parents are encouraged to send in the CAF to SBC and any SIFs (if required) to the school as early as possible prior to the closing date. SIFs submitted after the closing date may not be used in the processing of that application until after national offer day.
- 4.1.10 (a) Pupils taking the selective test, or aptitude tests or auditions will need to register with CSSE or schools to make the necessary arrangements.
- 4.1.10 (b) The CSSE to provide lists of pupils that qualify under preferential admission to SBC, early September and end of October.
- 4.1.10 If SBC receives any SIFs these will be forwarded onto the school or, where appropriate CSSE. Similarly, if any school receives by mistake any CAFs these must be sent onto SBC. The responsibility for submitting of SIFs or CAFs rests with the parent.
- 4.1.11 Preliminary lists will be shared with voluntary aided schools to check CAFs against SIF's submitted before the closing date and just after to ensure applicants have completed the CAF as well as the SIF.
- 4.1.12 On-line applications will be downloaded into the admissions database. SBC will input into the admissions database all information shown on any paper CAF's, including any reasons for the application, and will provide details to all academy, foundation, free school and voluntary aided schools.
- 4.1.13 SBC will send to other local authorities details of pupils who have applied to schools in their area and will receive from other local authorities details of their pupils who have applied to Southend

schools. The respective councils will send to their own schools a list of pupils who have applied to the school which will include both Southend and their own residents. It has been agreed by schools that are part of the CSSE that both SBC and Essex will send information on those pupils who have applied to take the selective test direct to the consortium.

- 4.1.14 SBC will exchange information with other Local Authorities who will provide details of the ranking of Southend pupils who have applied to their schools.
- 4.1.15 Academy, foundation, free school and voluntary aided schools and, where appropriate CSSE, are required to rank in order of the schools' criteria all pupils who have applied to their school and to return these lists to SBC by the agreed date. Applications that are not matched to a SIF (or where there is no SIF), must still be ranked against the schools oversubscription criteria i.e./ distance.
- 4.1.16 SEN pupils will be accommodated if the named school is identified in the finalised EHCP by 8 February for Secondary and 18 March for Primary (or next working day) of any given year.
- 4.1.17 SEN and LAC pupils may need to be admitted over number on initial allocation (for offer day) and the School Admissions Team will manage the school back to the PAN until the last week of August at which time the school takes over except for community schools or for schools that commission SBC for their in-year admissions.
- 4.1.17 SBC will match the parental preferences against the rank order lists returned by Southend schools.
- 4.1.18 Ranked lists for own admission authority schools remain the responsibility of the admission authority.
- 4.1.19 The scheme operates according to the order in which parents select preferences. The order of preferences should reflect the order parents wish to be offered a place, but if for example parents are unsuccessful in gaining a place for the first preference school they are not disadvantaged in obtaining their second preference or their third preference etc. Schools do not receive details of the preference and have to put pupils in order of their admission criteria without knowing the preference. The process will continue until all preferences are exhausted.
- 4.1.20 It is a parental responsibility to inform SBC of a sibling at the school and any change of circumstance during the round, such as change of address. (1 Sept to 22 Aug)
- 4.1.20 SBC will provide any other local authority with details of any pupils resident in their area who can be offered places at schools in the Borough (and vice versa).
- 4.1.21 Where possible SBC will share allocation lists to schools and the CSSE as appropriate, before offer day. This will be dependent on the process being complete before offer day. Schools will be notified if it is not possible to send the lists to them. When lists can be sent, schools will be reminded of section 2.10 of The School Admissions Code 2014, in that school must not contact

parents about the outcome of the applications until after these offers have been received.

Schools must be mindful that parents that made a paper application may not receive the offer of a place for one or two days after the offer date.

- 4.1.22 SBC will send an offer of a single place to pupils applying for a school places on the offer day.
- 4.1.23 Parents who completed an online application will be advised of the outcome of their application by email on offer day, unless they indicate on the CAF that they would prefer a response by letter.
- 4.1.24 Parents who completed a paper CAF will be advised of the outcome of their application by 1st class post on offer day. Parents should expect to receive the letter within 1 to 2 days of the offer day.
- 4.1.25 Offers are automatically recorded as 'accepted'.
- 4.1.26 Refusals must be received in writing from the applicant to SBC, refusals sent to the schools cannot be actioned by SBC until confirmation is received by the parent or the home LA if an out of area pupil.
- 4.1.27 SBC will not log a refusal unless the parents can provide details of the educational arrangements they are putting in place for their child.
- 4.1.28 Allocated schools must refer children that do not take up places; not responded to further tracing in early September; and have not provided written notification that they have taken ownership of the pupil's education, via the CME process, to Early Help.
- 4.1.29 SBC will refer pupils as appropriate, to the elective home education team where parents have confirmed they will be electively home educating.
- 4.1.26 For any pupil who has not been allocated a place at one of their expressed preferences SBC will offer them a place at the school in the Borough nearest to the home address with vacancies at that time. Such offers will not be made to selective or faith schools (unless arranged with the school/s)
- 4.1.26 Offer letters for the main round to years R, 3 and 7 will remind parents not to call schools on offer day and to call SBC
- 4.1.27 Only the LA will disclose offers and waiting list positions to parents up to and including the last week in August. As lists are updated schools might not have accurate information (section 2.10 School admissions Code states duty lies with LA).
- 4.1.28 Schools that send welcome letters/packs will only do so four weeks after offer day to provide parents with the opportunity to consider offer and allow for any post offer day activity at SBC
- 4.1.29 Any places (that are in demand) will be reallocated if parents advise SBC that they no longer require a place.

4.1.30 SBC will adhere to the requirements of section 86, SSFA in regard to the management of preferences.

## **4.2 Summer Born Children**

4.2.1 In the case of children born prematurely or late summer months\* parents may request admission outside the normal age group.

\*Summer born age: DfE 'Advice on the admission of summer born children' July 2013: 'Children born from the beginning of April to the end of August reach compulsory school age on 31 August. It is likely that most requests for children to be admitted out of their normal year group will come from parents of children born in the late summer months or those born prematurely'.

4.2.2 There is no statutory barrier to children being admitted outside their normal year group. Due to the impact on future years for a child's schooling, requests to delay admission are very carefully considered by both schools and the parents. The decision to admit outside of a child's normal age group is made based on the circumstances of each case.

Parents may submit requests directly to schools

4.2.3 Parents submitting a request for admission outside the normal age group must also complete the Common Application Form during the main admission round, 14 September – 15 January., to the school. Parents can decide which admission year they wish to pursue once they have an outcome from their preferred schools. Admission can not be delayed further than the term after the child turns 5.

4.2.4 Infant and primary schools must keep abreast of guidance and legislation and consider not objecting to requests, especially were children are born premature; children have current or recent medical intervention or children are born in the late summer months.

4.2.5 The full policy on applications to admit outside the normal age group for summer born children will be available in the primary admission booklet on the SBC website.

## **4.3 Co-ordination of pupil admissions to Year 3 of Southend junior schools 2022/23**

The following paragraphs relate to pupil admissions to Year 3 in primary and junior schools and should be read in conjunction with the full scheme for the co-ordination of pupil admissions to infant/primary schools.

4.3.1 Applications will not be necessary for children moving from Year 2 to Year 3 in their existing primary school as this is a single legal establishment and Year 3 in that case is not a 'relevant age group'. However, parents of children in Year 2 of an infant school must complete and submit a form of application for their child to be admitted into Year 3 of another school, even if that is the 'partner' junior school.

- 4.3.2 The closing date for completing a common application form for a Year 3 place is 15 January 2022
- 4.3.3 SBC will write to all year 2 parents advising them of the requirement to apply from Infant to the junior school; that they do not need to apply if they wish to remain in the current primary school and they must apply via the main round if they wish to move to a different school between year 2 and year 3. This is usually by mid October at the latest.
- 4.3.4 SBC will liaise with infant schools in the area with lists of children that have applied to the 'partner' junior school. Schools will encourage parents that have not applied for year 3 to apply.
- 4.3.5 SBC will provide an initial list of application received via common applications forms to all junior schools by 26 January 2022
- 4.3.6 SBC will provide a list of all applications received via common application forms to all junior schools by 9 February 2022
- 4.3.7 Schools must rank applications according to their admission criteria and return the ranked list to SBC on the agreed dates. 26 February 2022.
- 4.3.8 Ranking must only be based on the highest qualifying admission criterion, and not all criteria as this skews the ranking.
- 4.3.9 For all applications received by the closing date, from parents of Year 2 children (including children attending year 2 in an infant school), SBC will inform parents of the outcome of that application on 16 April.
- 4.3.10 There is full co-ordination for admission to year 3 as a normal admission round. This is because we have infant and junior schools in the borough and additional places at Bournes Green Junior School and West Leigh Junior School.
- 4.3.10 Applications submitted for children that are in the primary school that wish to remain in the same school will be withdrawn and parents will be advised that no application is required.

#### **4.4 Co-ordinated arrangements between the offer date and start of autumn term.**

- 4.4.1 From the offer day until the last week of August SBC will continue to co-ordinate admission arrangements and make all offers on behalf of primary and secondary schools in Southend.
- 4.4.2. Late and new preferences/applications will be slotted into the waiting lists by SBC in line with school admission arrangements. This will include using new address details were relevant and re-ranking applications to appropriate positions.
- 4.4.2 Where parents have refused the offer of the place then the vacant place will be offered in strict order of the waiting list until the place is accepted. This does not apply to Eastwood Academy, who advise on place to be offered due to their admission arrangements.

- 4.4.3 The offer of school places as they become available will continue to be made by SBC.
- 4.4.4 Once the final list is sent to schools on 22 August the coordination procedures for reception year, year 3 and year 7 will cease. SBC will continue to administer waiting lists and in-year admissions for all Community and identified Own Admission Authority schools as agreed. Admission Authorities wishing to manage their own waiting lists will do so from 22 August onwards. Waiting lists must be held at least until the end of the first term (December 2022).

#### **4.5 Year 7 - Under and over age applicants**

- 4.5.1 For admissions into year 7, an applicant is under age if he or she will be under 11 years of age on 31st August immediately prior to admission in September. SBC will only accept applications from under age applicants who have been registered in year 6 of their primary schools from the first day of the school year in which they apply for a secondary school place. This effectively requires that the decision to promote the child to the year group above his/her chronological age group must be taken by the primary school prior to the end of the summer term in the calendar year in which the child applies for a secondary school place. Confirmation of this is likely to be sought from the headteacher of the primary school concerned by SBC.
- 4.5.2 An applicant is over age if he or she is 12 years of age or over on 31st August immediately prior to admission in September. SBC will not accept over age applicants for year 7 admissions unless there are verified exceptional circumstances for a child to repeat one of the primary school years, for example, extended illness. SBC will seek verification from the headteacher of the primary school concerned that an over-aged applicant has medically certifiable reasons or some other exceptional reason for being an over-aged applicant. SBC will wish to investigate especially thoroughly the circumstances through which any child is found to be studying in Year 6 for the second time, especially if this should involve an application to sit the CSSE selection tests for a second time. Medical evidence will be required for such applicants.
- 4.5.3 Ideally children should not miss a main round and be admitted to year R, 3 or year 7 outside their usual age group (in-year). Any exceptional decisions made must be well documented and meet the requirements of the School Admission Code in that they are in the 'best interest of the child'. Once a child, of statutory school age, has started the year and completed at least one term as an out of normal age group, they cannot apply via the coordinated round/main round for a second opportunity to year 6. Admission mid-year to move from year 7 back to year 6 would not be deemed in the best interest of a child due to the disruption and impact on emotional, social and mental health wellbeing.
- 4.5.4 Admission authorities and community schools must keep a record of the decision to admit out of normal age group and be able to provide reasons for decision to SBC.

## **4.6 Overseas applicants – applications from children whose parents are living abroad and do not have a “home authority”**

- 4.6.1 Parents who are living abroad and who wish their child to apply for a Southend school have no “home authority” (through which the regulations stipulate that all applications should be made). They can nonetheless apply through what is a proxy home authority (i.e. the Council area in which they intend to buy a house or settle the child with relatives). However, although they may apply in this way, no place will be offered until they can provide clear evidence of residency in this Borough and this may include the relevant immigration documents. In addition, proof of the home address/normal place of residence through either a house purchase, through exchange of contracts, or a long term letting agreement. The School Admissions Team would have to be satisfied that the child’s normal place of residence would be at the address provided.
- 4.6.2 The CSSE will arrange for overseas applicants for year 7 to sit the selection tests overseas under invigilated conditions at an agreed test centre.
- 4.6.3 The admission into school for children previously in care but outside of England school be ranked in the same category as LAC/PLAC for all schools (ref to letter dated 4th Dec 2017, Rt Hon Nick Gibb MP). [Letter on SBC website](#)

## **4.7 New applications, late applications, changes of preferences and additional applications – for coordination of reception, year 3 and year 7**

### 4.7.1 New applications:

Applications from parents moving into the area, who in the view of SBC could not have made an application by the closing date, will be slotted into the system when received but might only be processed after all on time offers are made. These will be regarded as new applications and will only apply for parents that could not have applied on time such as moving into the country.

Exceptional circumstances will be considered at the discretion of SBC. Moving from one borough to another would not normally be considered as an exceptional circumstance without additional circumstantial information.

If parents, that could not have made an application by the closing date but move and are living within the borough before 31 October for secondary applications and 15 January for primary applications, they will be slotted into the system and processed with on-time applications where possible.

### 4.7.2 Change of address/New applications/preferences for secondary, infant, junior and primary schools

Due to the high variations of address policies across the various LAs and Admission Authorities, regardless of home LA, addresses for schools in Southend-on-Sea are as per the child’s normal

place of residence (address) at 30 November, for Secondary Admissions a month after the closing date (31 October), and for Infant, Junior and Primary Admissions as at the closing date (15 January). Any change of addresses and new application that could not have reasonably been made by these dates would be at the discretion of the LA. Any addresses after these dates are updated after offer day for the transfer group (ie. 1 March or 16 April) and the applications re-ranked accordingly. Parents that could not have applied by the deadlines for the main rounds will be considered under 4.7.1.

#### 4.7.3 Late applications

Applications received after the closing date from those who could have made an application on time, will be regarded as late and will therefore not be considered until all “on time” applications have been considered and the initial allocation of places are notified to parents. SBC will be the final arbiter, under the coordinated scheme, as to whether an application is late or not. Schools should apply their admission criteria to such late pupils but identification as “Late” by SBC will prevent schools from putting a ranking against these pupils when the full list is sent back to SBC.

#### 4.7.4 Changes in preference

Changes in the order of preferences already expressed will not be accepted after the closing dates unless, the circumstances are deemed to be exceptional and the changes can be accommodated. Change of preference for schools under another local authority will be consulted on with the appropriate LA. Changes received after the closing date will be considered after the appropriate national offer date.

#### 4.7.5 Additional preferences

Any additional preferences received after the closing dates will be considered after the offer date.

4.7.6 Southend-on-Sea Borough Council takes very seriously any attempt to gain unfair advantage in the admissions process by giving false information (for example providing a false address). Checks will be made with other departments in the Council and, where it is suspected that the family actually live outside Southend, contact will be made with the relevant Council. Where there is reasonable doubt as to the validity of a home address, the Council reserves the right to take additional checking measures including, in some cases, unannounced home visits. If, after offers of school places have been made, it is established that fraudulent or intentionally misleading information has been provided in order to gain a place at a primary or secondary school, the Council/own admission authority will withdraw any school place offered. If an offer of a school place is withdrawn under these circumstances the application would be considered afresh, (with proof of address or other relevant information) unless a new application form is deemed necessary and the parent advised of their right of appeal to an Independent Appeal Panel (2.12 of the Code) . If appropriate the withdrawal letter will be signed by both SBC and the admission authority.

- 4.7.7 Changes of address between offer day and the last week of August will be checked by SBC. Parents will need to provide proof of the home address in the form of; a house purchase; exchange of contracts, or a long term letting agreement. In all situations, SBC must be satisfied that it is the child's normal/habitual place of residence.
- 4.7.8 Places can be withdrawn up to the end of December / or first term in the situation where an offer is made in error or the application has been found to be fraudulent. Admission Authorities must inform SBC of any places withdrawn for the coordinated round up to December of each year and vice versa.
- 4.7.9 Schools must inform SBC of address, sibling or any other discrepancies in ranking lists or in information provided by parents on the enrolment forms post offer day.

## 4.8 Supplementary Information Forms

- 4.8.1 In order that they may seek further information to apply their admission criteria, the following schools require parents to complete a Supplementary Information Form (SIF) in addition to the appropriate application form.

Primary School	Details
<b>Our Lady of Lourdes Catholic</b>	For all applications
<b>Sacred Heart Catholic</b>	For all applications
<b>St George's Catholic Primary</b>	For all applications
<b>St Helen's Catholic Primary</b>	For all applications
<b>St Mary's, Prittlewell, C of E</b>	For all applications

Secondary School	Details
<b>St Bernard's High School</b>	For all applications
<b>St Thomas More High School</b>	For all applications
<b>Shoeburyness High School</b>	For year 7 applications for selective places
<b>Southend High School for</b>	For all applications for selective places
<b>Southend High School for</b>	For all applications for selective places
<b>The Eastwood School</b>	For year 7 applications for Sport / Performing Arts places
<b>Westcliff High School for Boys</b>	For all applications for selective places
<b>Westcliff High School for Girls</b>	For all applications for selective places

- 4.8.2 The SIFs for year 7 applications for selective places must be returned to the Consortium of Selective Schools in Essex (CSSE), for all rounds of admissions SIFs must be returned direct to the school.
- 4.8.3 Parents are encouraged to send in the CAF and any SIF as early as possible prior to the closing date. The SIF for selective and aptitude testing will be before the CAF closing date (also refer to sections 4.1.5 and 4.1.6).

- 4.8.4 All SIFs must clearly indicate that they are not application forms and that the appropriate application form must be completed. SIFs cannot request:
- any personal details about parents and families, such as maiden names, criminal convictions, marital, or financial status (including marriage certificates);
  - the first language of parents or the child;
  - details about a parent's, parent's or a child's disabilities, special educational needs or medical conditions;
  - parents to agree to support the ethos of the school in a practical way;
  - both parents to sign the form, or for the child to complete the form (School Admission Code 2014 section 2.4 ).
- 4.8.5 Schools must consult the School Admissions Code 2014 sections 1.9 and 2.4 when developing their supplementary information forms.
- 4.8.6 Schools must be mindful of siblings from multiple births in oversubscription criteria and where possible admit them.
- 4.8.7 Applicants must 'submit' online forms. Unsubmitted forms will not be processed. Applicants must have evidence of submitted forms therefore if application forms were posted they must have proof of postage and if applied online they must produce the automatic online receipt.
- 4.8.8 Applications must be submitted to local authority where council tax is paid (home authority). If an application is made to the wrong local authority the application will not be processed and the applicant must submit an application to the home authority before the closing date, for it to be treated as on time.

## **4.9 Waiting lists**

- 4.9.1 For the reception, year 3 and year 7 rounds of admissions, on offer day SBC will have a waiting list for each Southend oversubscribed school which will exclude any late applicant and late changes in preference. In most cases SBC will be able to rank the pupil from existing information, for example distance. Depending on the admission criteria a new application would then be slotted into the waiting list as appropriate.
- 4.9.2 SBC will maintain the waiting list as ranked by schools. Where any new pupil, such as a late application, is added to the waiting list SBC should be advised within 10 working days of where such pupils fit in relation to other pupils on the waiting list.
- 4.9.3 Where a vacancy does arise the place will be offered by SBC to the pupil on top of the waiting list.

- 4.9.4 A parent of a child at the top of the waiting list offered a place as a result of a vacancy having arisen will be expected to confirm, within 10 working days, whether or not they wish to accept the place. During the 10 days the child would hold two offers.
- 4.9.5 SBC will maintain waiting lists for all community schools in the Borough for the full school year. Waiting lists for academy, foundation, free school and voluntary aided schools must be maintained by the school for at least the autumn term. Waiting lists will be maintained strictly in accordance with the admission criteria of the school concerned.
- 4.9.6 SBC will remove pupils from the waiting list who are offered and accept a place at a school that is a higher preference.
- 4.9.7 SBC will rank/re-rank pupils with address changes, late and new applications according to school admission arrangements after all on time offers are made or on the waiting list as appropriate.
- 4.9.8 Where, as part of the school admissions process, a parent is required to complete a SIF, SBC should be advised by the school within 10 working days of where such pupils fit in relation to other pupils on the waiting list. New pupils will not be added to the waiting list but will be at the bottom of the school list until this information has been provided by the school and the application can be slotted into the waiting accordingly.
- 4.9.9 All admission authorities must specify, in their arrangements, the period a child remains on a waiting list for each school year. For main round Reception, year 3 and year 7 it must be at least to December of the admission year.

Community school waiting lists are held for the full school year that the application was made. Waiting lists, for all year groups close on the last day of the school year. Parents must reapply for the new school year if they wish to be added to the waiting list for the next school year, applications can be submitted from the start of the Summer Term.

#### **4.10 Appeals**

- 4.10.1 Parents have the right of appeal against a decision to refuse admission to a school which they had put as a preference.
- 4.10.2 Own admission authorities must inform SBC no later than 1 October before main round allocations if it requires SBC to present their appeals for the main round. SBC might decline where notification has not been provided and arrangements agreed.
- 4.10.3 Parents will initially be given 20 school days to appeal against the decision to refuse their application for a place at a particular school. However in line with the School Admissions Appeals Code 2012 any appeals submitted after the appropriate deadline must still be heard within statutory requirements.

- 4.10.4 Parents wishing to appeal for a place at any school in the Borough will be advised by SBC to read the on-line appeals information and complete the online appeal form which will be submitted to SBC. Paper copies of the appeals information and form will also be available if required. If the appeal relates to an academy, foundation, free school or voluntary aided school the form will immediately be sent to the school concerned for them to arrange the appeal unless the school have commissioned SBC to administer the schools appeals. Appeals for places at community schools will be organised by SBC.
- 4.105 SBC will advise parents wishing to submit an appeal in respect of a school outside the Borough to contact the Local Authority where the school is located to enquire about the appeal arrangements.
- 4.10.6 Schools will send lists of submitted appeals to SBC. SBC will record the appeal against the admission record and provide the school with all relevant documentation to enable the School to prepare for the appeal.
- 4.10.7 Academy, foundation, free school and voluntary aided schools must inform SBC within 5 school days of the outcome of any appeal. The outcome of any appeal does not mean that the parent will necessarily take up a place as they may have other appeals or may prefer the original place offered.
- 4.10.8 Having received notification from the school, parents will have 5 school days to confirm in writing to SBC which place they wish to accept following the outcome of any appeals. Once a place is released that place will be reallocated.
- 4.10.9 Admission authorities must comply with the School Admissions Appeals Code 2012 and must record all appeals and provide the data to SBC after all appeals are heard. In the main rounds appeals must be lodged at least 20 days from the date of notification of the refusals and must be heard with 40 school days.

## **5. Annual Review of the Scheme**

- 5.1 Each year all local authorities must formulate and publish on their website a scheme by 1 January in the relevant determination year to co-ordinate admission arrangements for all publicly funded schools within their area.
- 5.2 The School Admissions Code confirms that if the Local Authority decides to continue to use the scheme from the previous year, this will fulfil the legal requirement to formulate a scheme. Local Authorities must consult admission authorities for schools affected by the scheme and other Local Authorities every 7 years as a minimum. If the scheme has changed substantially since the previous year, the Local Authority must consult school governing bodies and other admission authorities in the area even if that is less than 7 years since the last consultation.

- 5.3 A local authority must inform the Secretary of State whether they have secured the adoption of a qualifying scheme by 15 April. If this is not achieved the Secretary of State may impose a scheme.

## **6. Council and school duties under the scheme**

- 6.1 These are set out in the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2014 and schools should refer to these if they have any queries.

- 6.2 In summary the main duties are:

### Southend Borough Council

- To forward details submitted on the Common Application Form, together with any supporting information provided by the parent to the school or to any other local authorities as appropriate;
- To sort the lists received from schools, or other local authorities, and according to the preference expressed by the parent determine which school place should be offered;
- To forward onto schools information received from other local authorities pupils who have applied to Southend schools;
- To notify schools and other local authorities of the offers to be made;
- To make an offer to parents on national offer day on behalf of schools, including for schools in other local authorities.
- Maintain the waiting list and any subsequent offers for all schools in the borough until the end of August.
- To perform the full duties of an admission authority for community schools.
- To run appeals as required.

### Admission Authority

- To notify Southend Borough Council, admissions team of any application made direct to the school;
- To notify Southend Borough Council, admission team of any in-year application and its outcome;
- To determine all applications in line with the school's admission criteria and to notify the Council of this.

## **7. List of schools to which the scheme applies**

- 7.1 Southend Borough Council is the admission authority for community schools. The governing body is the admission authority for academy, foundation, free school or voluntary aided schools.

## Secondary Schools

School Name	DfE Number*	Status**
Belfairs Academy	5434	Academy
Cecil Jones Academy	4001	Academy
Chase High School	4000	Academy
Shoeburyness High School	4034	Academy
Southchurch High School	4002	Academy
Southend High School for Boys	5446	Academy
Southend High School for Girls	5428	Academy
St Bernard's High School	5465	Academy
St Thomas More High School	5447	Academy
The Eastwood Academy	5414	Academy
Westcliff High School for Boys	5401	Academy
Westcliff High School for Girls	5423	Academy

## Primary Schools

School Name	DfE Number*	Status**
Barons Court Primary School & Nursery	2124	Community
Blenheim Primary School	2387	Academy
Bournemouth Park Academy	3822	Academy
Bournes Green Infant School	2128	Academy
Bournes Green Junior School (partner school)	2123	Academy
Chalkwell Hall Infant School	2022	Community
Chalkwell Hall Junior School (partner school)	2019	Community
Darlinghurst Academy	2127	Academy
Earls Hall Primary School	2023	Community
Eastwood Primary School	3825	Foundation
Edwards Hall Primary School	3826	Community

<b>Fairways Primary School</b>	2407	Community
<b>Friars Primary School &amp; Nursery</b>	3824	Academy
<b>Greenways Primary School</b>	2104	Academy
<b>Hamstel Infant School</b>	2093	Academy
<b>Hamstel Junior School (partner school)</b>	2092	Academy
<b>Heycroft Primary School</b>	2126	Community
<b>Hinguar Community Primary School</b>	2094	Academy
<b>Leigh North Street Primary School</b>	2096	Community
<b>Milton Hall Primary School</b>	5273	Foundation
<b>Our Lady Of Lourdes Catholic Primary School</b>	2002	Academy
<b>Porters Grange Primary School &amp; Nursery</b>	2001	Academy
<b>Prince Avenue Academy</b>	2000	Academy
<b>Richmond Avenue Primary School</b>	3823	Academy
<b>Sacred Heart Catholic Primary School &amp; Nursery</b>	3326	Academy
<b>St George's Catholic Primary School</b>	3329	Academy
<b>St Helen's Catholic Primary School</b>	3327	Academy
<b>St Mary's Prittlewell Church of England Primary School</b>	3325	Voluntary Aided
<b>Temple Sutton Primary School</b>	2132	Academy
<b>Thorpedene Primary School</b>	5225	Academy
<b>Westborough Academy</b>	2004	Academy
<b>West Leigh Infant School</b>	2109	Community
<b>West Leigh Junior School (partner school)</b>	2108	Academy

\*DfE codes and status for schools may be subject to change if status of school changes (e.g. Community to Academy).

## 8. Definitions

**Academies** – Schools funded directly by Central Government where the academy trust employs the staff and is the admission authority.

**Admission Authority** - The body responsible for setting and applying a school's admission arrangements. For community or voluntary controlled schools, this body is the local authority. For foundation or voluntary aided schools, this body is the governing body of the school. For Academies, this body is the Academy Trust.

**Additional applications** - An application from a parent who has already submitted an application and is requesting an additional school(s). This will normally be after the initial offer of places in March.

**Admissions Forum** – A body comprising of representatives from various groups which advises admissions authorities on admission arrangements in the area

**Catchment area** – A defined geographical area served by a particular school

**Changes in preference** - Changes in the order of preferences already expressed (that is not an additional application).

**Community schools** – Schools wholly funded by SBC, where the Council employs the staff and is the admissions authority.

**CSSE** – The Consortium of Selective Schools in Essex – a group of schools that are responsible for the selection test (11+) arrangements. The 10 schools below operate a consortium whereby only one test needs to be taken even though an application is being made to several schools. The schools are:

- Shoeburyness High School
- Southend High School for Boys
- Southend High School for Girls
- St Bernard's High School
- St Thomas More High School
- Westcliff High School for Boys
- Westcliff High School for Girls
- King Edward VI Chelmsford (Boys) – school in Essex
- Colchester County High School (Girls) – school in Essex
- Royal Grammar School, Colchester (Boys) – school in Essex

**DFE - Department for Education** – Central government department responsible for education matters.

**Foundation schools** – Schools funded by the Council, where the Governing body employs the staff and is the admissions authority.

**Free School** - are state-funded schools normally set up in response to parental demand. They have the same legal requirements as academy schools.

**Late applications** - Applications received after the closing date from those who could have made an application on time.

**Looked After children** and Previously looked after children – (LAC/PLAC) - Any reference to looked after children refers to children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to the school'. Any reference to previously looked after children means children who were adopted (or subject to child arrangements or special guardianship orders) immediately following having been looked after. Looked after and previously looked after children are given the highest priority for each relevant age group and in all ranking.

The admission into school for children previously in care but outside of England will be ranked in the same category as LAC/PLAC for all schools. (ref to letter dated 4th Dec 2017, Rt Hon Nick Gibb MP). [Letter on SBC website](#)

**National Offer Day** – the day on which all offers of places are made. For year 7 this is on or about 1 March and reception year and year 3 this will be on or about 16 April. In each case if the day falls on a weekend or bank holiday it will be next working day. The offer day will therefore be 1 March 2022 for secondary applications and 16 April 2022 for primary applications.

**New applications** - Parents who in the view of SBC could not have made an application by the appropriate closing date, for example, when moving into the area from abroad. Refer to item 4.7.1.

**Non-selective places** – school places offered without reference to the selective (11+) procedure.

**Normal round of admissions** – Under the Southend Coordinated Admissions Scheme, the normal round of admissions refers to admissions to reception, year 3 and year 7 up to 22 August.

**Potential year 7 admissions** – All pupils in year 6 in primary schools (whether or not that is their age appropriate cohort) who will transfer to secondary schools in the following September.

**Common Application Form (CAF)** – the common application form on which parents indicate their preferences

**Selective places** – places offered at certain schools as a result of the pupils' performance in the selection (11+) procedure.

**SIFs** – Supplementary Information Forms – forms on which parents are asked to provide additional information in support of their applications in order to provide more information to enable the school to apply their admission criteria. These are not application forms.

**Southend Borough Council (SBC)** – In the areas pertaining to this scheme the function of the Council will be undertaken by the School Admissions Team within the Department of People.

**Specialist places** – School places offered to a small number of pupils at certain schools as a result of an aptitude in certain areas of the curriculum

**Voluntary Aided schools** – Schools set up and owned by a voluntary body, usually a church body, largely financed by the Council. The governing body employs the staff and is the admission authority.

## 9. Key dates – Infant, Primary and Junior admissions September 2022

Date	Activity
1st January 2021	Date for formulation of scheme
1 September to 11 September 2021	Publish Admissions Information Advertisements, fliers and letters to registered parents of early years children
14 September 2021	Admission round opens for applications
Early October 2021	Distribution of year 3 “letter/fliers” to year 2 pupils
Mid December 2021	Preliminary lists to faith schools for SIF follow up
14 September – 22 January	SBC admissions team verifying applications
15 January 2022	Closing date for admission applications
22 January 2022	Follow up list to faith schools for SIF follow up
31 January 2022	Initial list of preferences sent to admissions authorities and other local authorities for ranking. Initial list is a pre-ranked list.
9 February 2022	Final list of preferences sent to admissions authorities
15 February 2022	SEN pupils will be accommodated if the named school is identified in the finalised EHCP
26 February 2022	Closing date for schools to return ranked preferences
End February 2022	Closing date for on-time summer born requests
16 April 2022	Where possible, final offer lists and offer data will be sent to schools under embargo.
16 April 2022	National Offer Day.
30 April 2022	Closing date for responses to offers (refusals)
20 May 2022	Closing date for appeal forms (reference to the code 2.3 of School Admissions Appeals Code 2012 – must be submitted up to 20 days for one time appeals after offer day – date is in outcome letter to applicants)
16 July 2022	All on-time appeals completed
22 August 2022	The administration of waiting lists for years R and 3 and all in-year admissions handed over to academy, voluntary aided, and foundation schools.

## 10. Key dates – Secondary admissions September 2022

Date	Activity
1st January 2021	Date for formulation of scheme
1 week in July 2021	Publication of Secondary Admissions Information (booklet) Admissions information distribution to year 5 pupils.

	Open evenings at schools that admit pupils as a result of testing / auditions
<b>1 July – 7 September 2021</b>	Registration for testing / audition
<b>1 September 2021</b>	Opening of on-line admissions facility for transfer to secondary school
<b>Week beginning 1 September 2021</b>	Distribution of reminder flier to year 6 pupils
<b>XX September 2021*</b>	11+ test (to be confirmed by the CSSE – dates will be available in the Admissions booklets)
<b>XX September 2021*</b>	Alternative test date (for religious, illness or exceptional circumstances) 11+ test (to be confirmed by the CSSE – dates will be available in the Admissions booklets)
<b>5 October 2021</b>	List of pupils not applied will be made available to current primary/junior schools to identify any barriers preventing on-time applications being submitted.
<b>XX October 2021*</b>	Testing results to be sent to parents by CSSE / schools (to be confirmed by the CSSE – dates will be available in the Admissions booklets)
<b>w/c 19 October 2021</b>	Follow up list of pupils not applied will be made available to current primary/junior schools to identify any barriers preventing on-time applications being submitted.
<b>w/c 19 October 2021</b>	Preliminary list to be sent to faith schools for SIF follow up
<b>31 October 2021</b>	Closing date for admission applications
<b>w/c 9 November 2021</b>	Follow up list to be sent to faith schools for SIF follow up.
<b>w/c 23 November 2021</b>	List of preferences to be sent to schools and other authorities for ranking.
<b>w/c 4 January 2022</b>	Closing date for schools to return ranked preferences
<b>15 February 2022</b>	SEN pupils will be accommodated if the named schools is identified in the finalised EHSP by 15 February
<b>1 March 2022</b>	Where possible, final offer lists and offer data will be sent to schools and CSSE under embargo.
<b>1 March 2022</b>	National Offer day
<b>1 March 2022</b>	Year 6 destination lists sent to primary/junior schools under embargo.
<b>15 March 2022</b>	Closing date for parents to refuse offer in writing.
<b>w/c 22 March</b>	Updated lists sent to secondary schools post offer responses.
<b>After 1 April</b>	Secondary schools to send welcome letter/packs a month after offer day
<b>1 April 2022</b>	Closing date for appeal forms (reference to the code 2.3 of School

	Admissions Appeals Code 2012 – must be submitted up to 20 days for one time appeals after offer day – date is in outcome letter to applicants)
<b>w/c 24 May 2022</b>	Updated lists sent to secondary schools and primary/junior schools for year 6 transfer.
<b>14 June 2022</b>	All on-time appeals completed – refer to School Admissions Appeals Code 2012 (reference to the code 2.3 of School Admissions Appeals Code 2012 – must be heard within 40 days for one time appeals after 1 April)
<b>w/c 21 June 2022</b>	Updated lists sent to secondary schools and primary/junior schools for year 6 transfer.
<b>22 August 2022</b>	The administration of waiting lists handed over to academy, voluntary aided, and foundation, free schools.

## **11 Arrangements for In-year admissions**

- 11.1 SBC is the admission authority for community schools and runs a full in-year service for community schools.
- 11.2 SBC runs a full in-year service for own admission authority primary schools with prior agreement. Agreement must be before a start of a term.
- 11.3 All secondary schools in the borough have selected to run their own in-year admissions.
- 11.4 As required by law, own admission authority schools that run their own in-year admissions must notify SBC of all in-year applications and their outcome. This is collected via the weekly request from SBC for vacancies and further details.
- 11.5 SBC will advise schools of offers, with a copy of the application form and will send the offer to the parent within 24 hours.
- 11.6 SBC will manage waiting lists for appropriate schools and this will be according to the respective school year admission arrangements.
- 11.7 A round closes the last day in June of each year. Waiting lists ceased on the last day in June of each year.
- 11.8 Applications for the next school year are loaded on the database but no decision is made before schools close for the current school year.

## **12. Arrangements for in-year admissions through the summer term for next academic year**

- 12.1 SBC loads onto database and sends acknowledgement letters on receipt of applications.

- 12.2 SBC sends applications to own admission authorities as appropriate and informs applicant.
- 12.3 SBC sends applications with notice to offer and wait for school to confirm.
- 12.4 SBC sends outcome letters to parents by the end of the first week of September unless a school confirms offer may be released earlier.
- 12.5 SBC sends refusal letters and adds pupils to the waiting list.

### **13. In- year Appeals**

- 13.1 SBC only presents in-year appeals for schools it administers.
- 13.2 Appeals must be run in line with the timeline in the School Admissions Appeals Code 2012

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# Southend-on-sea Borough council

## Summary of proposed changes to the Co-ordinated Admission Scheme 2022/23

**Cabinet** Due September 2020

The following provides an updated summary of proposed changes from the Coordinated Admission Scheme 2021/22

<b>Item on scheme</b>	<b>Proposed addition or change</b>
1.2 3.7 4.1.6 4.1.16	For clarity only
3.8	New Admission authorities must confirm by 1 Feb of each year if appeals are designated to SBC.
4.1.9a	New The CSSE to provide lists of pupils that qualify under preferential admission to SBC, early Sept and end of Oct.
4.1.7	Clarity
4.1.8	New for clarity The Primary and Secondary Booklets are available electronically and can be provided in print on request from parents. Hardcopies of the booklets are provided to core partners eg. Primary schools, secondary schools, independent schools, CSSE, PRU, SENT and Virtual School.
4.1.10b	New The CSSE to provide lists of pupils that qualify under preferential admission to SBC, early Sept and end of Oct.
4.1.18	New Ranked lists for own admission authority schools remain the responsibility of the admission authority.
4.1.20	For clarity It is a parental responsibility to inform SBC of a sibling at the school and any change of circumstance during the round, such as change of address. (1 Sept to 22 Aug)
4.1.25	Change Offers are automatically recorded as 'accepted'.
4.1.28	Allocated schools must refer children that do not take up places, respond to further tracing in early Sept and have not taken ownership of the pupil's education via the CME process, to Early Help.
4.1.29	SBC will refer pupils as appropriate, to the elective home education team where parents have confirmed they will be electively home educating.
4.2	Section updated in full – Summer born delay starting school
4.3.3	New – for clarity in practice for many years SBC will write to all year 2 parents advising them of the requirement to apply from Infant the

Item on scheme	Proposed addition or change
	junior school; that they do not need to apply if they wish to remain in the current primary school and they must apply via the main round if they wish to move to a different school between year 2 and year 3. This is usually by mid October at the latest.
4.3.8	New Ranking must only be based on the highest qualifying admission criterion, and not all criteria as this skews the ranking.
4.4.2	Clarity
4.5.4	Clarity
4.9.3	Clarity
4.9.6	Clarity
4.10	New Own admission authorities must inform SBC no later than 1 October before main round allocations if it requires SBC to present their appeals for the main round. SBC might decline where notification has not been provided and arrangements agreed.
11.	New – for clarity, been in operation for years

END

# Southend-on-Sea Borough Council

Report of Executive Director (Finance & Resources)  
to  
**Cabinet**  
on  
**15 September 2020**

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

Agenda  
Item No.

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**Treasury Management Report – Quarter One 2020/21**  
**Policy and Resources Scrutiny Committee**  
**Cabinet Member: Councillor Ron Woodley**  
***A Part 1 Public Agenda Item***

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## **1. Purpose of Report**

- 1.1. The Treasury Management Report for Quarter One covers the treasury management activity for the period from April to June 2020 and compliance with the treasury management strategy for that period.

## **2. Recommendations**

**That the following is approved:**

- 1.1. **The Treasury Management Report for Quarter One 2020/21.**

**That the following is noted:**

- 1.2. **Treasury management activities were carried out in accordance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Sector during the period from April to June 2020.**
- 1.3. **The loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.**
- 1.4. **£0.412m of interest and income distributions for all investments were earned during this three month period at an average rate of 1.05%. This is 1.09% over the average 7 day LIBID (London Interbank Bid Rate) and 0.95% over the average bank rate. Also the value of the externally managed funds decreased by a net of £0.589m due to changes in the unit price, giving a combined overall return of (0.45)%. (Section 8).**
- 1.5. **The level of borrowing from the Public Works Loan Board (PWLB) (excluding debt relating to services transferred from Essex County Council on 1<sup>st</sup> April 1998) remained at £310.3m (HRA: £75.0m, GF: £235.3m) during the period from April to June 2020.**

**1.6. During the quarter the level of financing for ‘invest to save’ schemes decreased from £8.64m to £8.63m.**

### **3. Background**

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

3.2. Current guidance is that authorities should report formally at least twice a year and preferably quarterly. The Treasury Management Policy Statement for 2020/21 set out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation. This is the first quarterly report for the financial year 2020/21.

3.3. Appendix 1 shows the treasury management position at the end of quarter one of 2020/21.

3.4. Appendix 2 shows the treasury management performance specifically for quarter one of 2020/21.

### **4. National Context**

4.1. With the UK economy gradually emerging from lockdown the impact of the “new normal” remains to be seen. The Government furlough schemes and other business support mechanisms have slowed the rate of unemployment during the restrictions but it seems inevitable that more jobs will be cut once furlough support is ended. All sectors of the economy were impacted, with GDP falling by 20.4% for the quarter April to June, the second consecutive quarterly decline after it fell by 2.2% in the previous quarter. There have been record quarterly falls in services, production and construction output during the quarter, which have been particularly prevalent in those industries that have been most exposed to government restrictions.

4.2. CPI was at 0.9% in April, at 0.7% in May and 0.8% in June. Post-pandemic inflation is likely to prove volatile, with possibly sub-zero inflation in the short term, before a similarly temporary boost back to near 2%. Longer term, economists expect inflation to level off at 1%.

4.3. The Bank of England kept the bank base rate at the historically low value of 0.10% throughout the quarter but increased their Quantitative Easing (QE) programme from £645bn in March to £745bn in June to help the economy during the Covid-19 pandemic.

4.4. The economic situation together with the financial market conditions prevailing throughout the quarter continued to provide challenges for treasury management activities. All prevailing rates have fallen, whether for instant access, notice or fixed term deposit accounts. The Council’s current fixed term deposits, that were taken out in 2019/20 whilst rates were higher, continue to provide a boost to investment

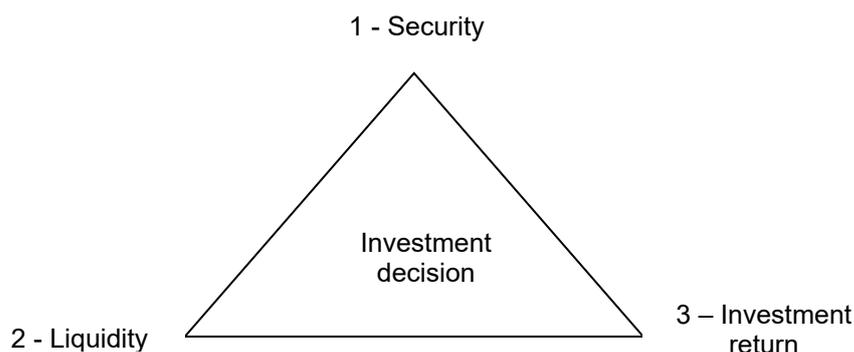
income. However, as they start to mature (August 2020 and February 2021) they can only be replaced at prevailing rates which are much lower.

- 4.5. Low interest rates prevailed throughout the quarter from April to June 2020 and this led to low investment income earnings from in-house investments.

## 5. Investments

- 5.1. A prime objective of our investment activities is the security of the principal sums invested. To ensure this security before an in-house deposit is made an organisation is tested against a matrix of credit criteria and then other relevant information is considered. During the period from April to June 2020 investment deposits were limited to those who met the criteria in the Annual Treasury Management Investment Strategy when the deposit was placed.

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



Security:

- 5.3. To maintain the security of sums invested, we seek to lower counterparty risk by investing in financial institutions with good credit ratings, across a range of sectors and countries. The risk of loss of principal of all monies is minimised through the Annual Treasury Management Investment Strategy.
- 5.4. Pie chart 1 of Appendix 1 shows that at the end of quarter one; 49% of our in-house investments were placed with financial institutions with a long term credit rating of AAA, 20% with a long term rating of A+ and 31% with a long term rating of A.
- 5.5. As shown in pie chart 2 of Appendix 1 these monies were with various counterparties, 51% being placed directly with banks and 49% placed with a range of counterparties via money market funds.
- 5.6. Pie chart 3 of Appendix 1 shows the range of countries where the parent company of the financial institution with which we have monies invested is registered. For

money market funds there are various counterparties spread across many countries.

Liquidity:

- 5.7. At the end of quarter one £65m of our in-house monies were available on an instant access basis and £35m was invested in fixed term deposits. The table below shows the fixed term deposits during the period April to June 2020.

Table 1: Fixed Term Deposits

Counterparty	Date of Deposit	Return Date	Number of days	Interest rate (%)	Amount (£m)
Santander UK plc	14/08/2019	14/08/2020	366	1.15	10
Lloyds Bank plc	14/08/2019	14/08/2020	366	1.10	20
Santander UK plc	27/02/2020	27/02/2021	366	1.10	5

- 5.8. The maturity profile of our investments is shown in pie chart 4 of Appendix 1.

Investment return:

- 5.9. During the quarter the Council used the enhanced cash fund manager Payden & Rygel to manage monies on its behalf. An average balance of £5.0m was invested in these funds during the quarter. The table below shows the movement in the fund value over the quarter, the income distributions for that quarter, the returns both for each element and the combined return. See also Table 3 of Appendix 2.

Table 2: Payden Sterling Reserve Fund

Quarter 1	£m	Investment return (%)
Value of fund at start of quarter	4.990	
Increase/decrease in fund due to value of unit price	0.087	6.96
Value of fund at end of quarter	5.077	
Income distributions	0.010	0.77
Combined investment income (income distribution plus change in fund value due to unit price)	0.097	7.73

- 5.10. The Council had an average of £110.1m of investments managed in-house over the period from April to June 2020, and these earned an average interest rate of 0.45%. Of the in-house managed funds:

- an average of £46.9m was held in the Council's main bank account. Over the quarter no interest was earned as the rate is at a margin below the base rate of 0.10%. This average balance was higher than normal as a result to the volatile nature of the cash flows during the quarter due to the pandemic;
- an average of £35.0m was held in fixed term deposits and earned an average return of 1.11% over the quarter;
- an average of £28.2m was held in money market funds earning an average of 0.38% over the quarter. These work in the same way as a deposit account

but the money in the overall fund is invested in a number of counterparties, therefore spreading the counterparty risk.

- 5.11. In accordance with the Treasury Management Strategy the performance of investments managed in-house during the quarter is compared to the average 7-day LIBID. Throughout the quarter performance was higher than the average 7 day LIBID (London Interbank Bid Rate). The bank base rate remained at 0.10% throughout the period from April to June 2020, and the 7 day LIBID rate fluctuated between (0.071)% and 0.005%. Performance is shown in Graph 1 of Appendix 2.
- 5.12. As investment balances fluctuate, all investment returns quoted in this report are calculated using the average balance over the period and are quoted as annualised returns.

## 6. Short Dated Bond Funds

- 6.1. During the quarter two short dated bond funds were used for the investment of medium term funds: Royal London Investment Grade Short Dated Credit Fund and the AXA Sterling Credit Short Duration Bond Fund.
- 6.2. The monies are invested in units in the fund, the fund is then invested as a whole by the fund managers into corporate bonds in the one to five year range. An income distribution will be generated from the coupon on the bond and income distributions are paid to the Council. The price of units can rise and fall, depending on the price of bonds in the fund so these funds are invested over the medium term with the aim of realising higher yields than short term investments.
- 6.3. In line with the capital finance and accounting regulations the Council's Financial Instrument Revaluation Reserve will be used to capture all the changes in the unit value of the funds. Members should be aware that investment returns in some quarters will look very good and in other quarters there may be losses reported, but these will not impact the revenue account as only the distributions paid to the Council will impact that and not the change in the unit price.
- 6.4. An average of £7.5m was managed by AXA Investment Managers UK Limited. The table below shows the movement in the fund value over the quarter, the income distributions for that quarter, the returns both for each element and the combined return. See also Table 2 of Appendix 2.

Table 3: AXA Sterling Credit Short Duration Bond Fund

Quarter 1	£m	Investment return (%)
Value of fund at start of quarter	7.437	
Increase/decrease in fund due to value of unit price	0.199	10.69
Value of fund at end of quarter	7.636	
Income distributions*	0.028	1.49
Combined investment income (income distribution plus change in fund value due to unit price)	0.227	12.18

\* This income distribution is an estimate and will be confirmed and distributed in quarter 2.

- 6.5. An average of £7.6m was managed by Royal London Asset Management. The table below shows the movement in the fund value over the quarter, the income distributions for that quarter, the returns both for each element and the combined return. See also Table 2 of Appendix 2.

Table 4: Royal London Investment Grade Short Dated Credit Fund

<b>Quarter 1</b>	<b>£m</b>	<b>Investment return (%)</b>
Value of fund at start of quarter	7.555	
Increase/decrease in fund due to value of unit price	0.182	9.56
Value of fund at end of quarter	7.737	
Income distributions	0.045	2.38
Combined investment income (income distribution plus change in fund value due to unit price)	0.227	11.94

## 7. Property Funds

- 7.1. Throughout the quarter long term funds were invested in two property funds: Patrizia Hanover Property Unit Trust and Lothbury Property Trust.
- 7.2. The monies are invested in units in the fund, the fund is then invested as a whole by the fund managers into properties. An income distribution is generated from the rental income streams from the properties in the fund. Income distributions are paid to the Council. There are high entrance and exit fees and the price of the units can rise and fall, depending on the value of the properties in the fund, so these funds are invested over the long term with the aim of realising higher yields than other investments.
- 7.3. In line with the capital finance and accounting regulations the Council's Financial Instrument Revaluation Reserve will be used to capture all the changes in the unit value of the funds. Members should be aware that investment returns in some quarters will look very good and in other quarters there may be losses reported, but these will not impact the revenue account as only the distributions paid to the Council will impact that and not the change in unit price.
- 7.4. An average of £14.5m was managed by Patrizia Property Investment Managers LLP. The table on the next page shows the movement in the fund value over the quarter, the income distributions for that quarter, the returns both for each element and the combined return. See also Table 1 of Appendix 2.

Table 5: Patrizia Hanover Property Unit Trust

<b>Quarter 1</b>	<b>£m</b>	<b>Investment return (%)</b>
Value of fund at start of quarter	14.454	
Increase/decrease in fund due to value of unit price	(0.739)	(20.50)
Value of fund at end of quarter	13.715	
Income distributions*	0.127	3.53
Combined investment income (income distribution plus change in fund value due to unit price)	(0.612)	(16.97)

\* This is an estimate and may change due to the high level of uncertainty in the property market as a result of the Covid-19 pandemic. The income Distribution will be confirmed in quarter 2.

- 7.5. An average of £13.0m was managed by Lothbury Investment Management Limited. The table below shows the movement in the fund value over the quarter, the income distributions for that quarter, the returns both for each element and the combined return. See also Table 1 of Appendix 2.

Table 6: Lothbury Property Trust

<b>Quarter 1</b>	<b>£m</b>	<b>Investment return (%)</b>
Value of fund at start of quarter	13.100	
Increase/decrease in fund due to value of unit price	(0.318)	(9.80)
Value of fund at end of quarter	12.782	
Income distributions	0.078	2.40
Combined investment income (income distribution plus change in fund value due to unit price)	(0.240)	(7.40)

## 8. Overall Investment Position

- 8.1. An average of £110.1m of investments were managed in-house. These earned £0.124m of interest during this three month period at an average rate of 0.45%. This is 0.49% over the average 7-day LIBID and 0.35% over the average bank base rate.
- 8.2. An average of £5.0m was managed by an enhanced cash fund manager. During this three month period this earned £0.010m from income distributions at an average rate of 0.77% and the value of the fund increased by £0.087m giving a combined overall return of 7.73%
- 8.3. An average of £15.1m was managed by two short dated bond fund managers. During this three month period these earned £0.073m from income distributions at an average rate of 1.94% and the value of the funds increased by £0.381m giving a combined overall return of 12.06%
- 8.4. An average of £27.5m was managed by two property fund managers. During this three month period these earned £0.205m from income distributions at an average

rate of 3.00% and the value of the funds decreased by £1.057m giving a combined overall return of (12.44)%.

- 8.5. The total for interest and income distributions in paragraphs 8.1 to 8.4 above is £0.412m and the total change in external fund values due to the unit price is a net decrease of £0.589m.

## 9. Borrowing

### PWLB and short term borrowing

- 9.1. The Capital Financing Requirement (CFR) is the Council's theoretical need to borrow but the Section 151 Officer can manage the Council's actual borrowing position by either:

- 1 - borrowing to the CFR;
- 2 – choosing to use temporary cash flow funds instead of borrowing (internal borrowing) or;
- 3 - borrowing for future increases in the CFR (borrowing in advance of need).

- 9.2. The Council began 2020/21 in the second of the above scenarios, with actual borrowing below CFR.

- 9.3. This, together with the Council's cash flows, the prevailing Public Works Loans Board (PWLB) interest rates and the future requirements of the capital investment programme, were taken into account when deciding the amount and timing of any loans. During the quarter no new PWLB loans were taken out, no loans matured and no debt restructuring was carried out..

- 9.4. The level of PWLB borrowing (excluding debt relating to services transferred from Essex County Council on 1st April 1998) remained the same at £310.3m during quarter one. The average rate of borrowing at the end of the quarter was 3.77%. A profile of the repayment dates is shown in Graph 2 of Appendix 2.

- 9.5. The table below summarises the PWLB activities during the quarter:

Table 7: PWLB borrowing during quarter 1

Quarter	Borrowing at beginning of quarter (£m)	New Borrowing (£m)	Re-financing (£m)	Borrowing repaid (£m)	Borrowing at end of quarter (£m)
April to June 2020	310.3	0	0	(0)	310.3
<i>Of which:</i>					
General Fund	235.3	0	0	(0)	235.3
HRA	75.0	0	0	(0)	75.0

All PWLB debt held is repayable on maturity.

- 9.6. The level of PWLB borrowing at £310.3m is in line with the financing requirements of the capital investment programme and the revenue costs of this borrowing are fully accounted for in the revenue budget. The current level of borrowing is also in line with the Council's prudential indicators and is Prudent, Affordable and Sustainable.
- 9.7. These figures exclude debt held by Essex County Council of £10.7m relating to assets transferred on 1st April 1998, which this Council is responsible for servicing. The debt is recognised as a deferred liability on our balance sheet.
- 9.8. Interest rates from the PWLB fluctuated throughout the quarter in response to economic events: 10 year PWLB rates between 1.99% and 2.22%; 25 year PWLB rates between 2.40% and 2.69% and 50 year PWLB rates between 2.13% and 2.45%. These rates are after the PWLB 'certainty rate' discount of 0.20%.
- 9.9. No short term loans for cash flow purposes were taken out or repaid during the quarter. See Table 4 of Appendix 2.

### **Funding for Invest to Save Schemes**

- 9.10. Capital projects were completed on energy efficiency improvements at the Beecroft Art Gallery, replacement lighting on Southend Pier, draughtproofing of windows, lighting replacements at University Square Car Park and Westcliff Library which will generate on-going energy savings. These are invest-to-save projects and the predicted revenue streams cover as a minimum the financing costs of the project.
- 9.11. To finance these projects in total the Council has taken out interest free loans of £0.154m with Salix Finance Ltd which is an independent, not for profit company, funded by the Department for Energy and Climate Change that delivers interest-free capital to the public sector to improve their energy efficiency and reduce their carbon emissions. The loans are for a period of four and five years with equal instalments to be repaid every six months. There are no net revenue budget implications of this funding as there are no interest payments to be made and the revenue savings generated are expected to exceed the amount needed for the repayments. £0.009m of these loans were repaid during the period from April to June 2020.
- 9.12. At the meeting of Cabinet on 23rd June 2015 the LED Street Lighting and Illuminated Street Furniture Replacement Project was approved which was to be partly funded by 25 year reducing balance 'invest to save' finance from L1 Renewables Finance Limited. The balance outstanding at the end of quarter one was £8.54m. There were no repayments during the period from April to June 2020.
- 9.13. Funding of these invest to save schemes is shown in table 5 of Appendix 2.

## **10. Compliance with Treasury Management Strategy**

- 10.1. The Council's investment policy is governed by the CIPFA Code of Practice for Treasury Management in the Public Sector, which has been implemented in the Annual Treasury Management Investment Strategy approved by the Council on 20 February 2020. The investment activity during the quarter conformed to the approved strategy and the cash flow was successfully managed to maintain liquidity. See Table 7 of Appendix 2.

## **11. Other Options**

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

## **12. Reasons for Recommendations**

- 12.1. The CIPFA Code of Practice on Treasury Management recommends that Local Authorities should submit reports regularly. The Treasury Management Policy Statement for 2020/21 set out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation.

## **13. Corporate Implications**

- 13.1. Contribution to Council's Ambition & Desired Outcomes

Treasury Management practices in accordance with statutory requirements, together with compliance with the prudential indicators acknowledge how effective treasury management provides support towards the achievement of the Council's ambition and desired outcomes.

- 13.2. Financial Implications

The financial implications of Treasury Management are dealt with throughout this report.

- 13.3. Legal Implications

The Council has adopted the 'CIPFA Code of Practice for Treasury Management in the Public Sector' and operates its treasury management service in compliance with this Code.

- 13.4. People Implications

None.

- 13.5. Property Implications

None.

### 13.6. Consultation

The key Treasury Management decisions are taken in consultation with our Treasury Management advisers.

### 13.7. Equalities and Diversity Implications

None.

### 13.8. Risk Assessment

The Treasury Management Policy acknowledges that the successful identification, monitoring and management of risk are fundamental to the effectiveness of its activities.

### 13.9. Value for Money

Treasury Management activities include the pursuit of optimum performance consistent with effective control of the risks associated with those activities.

### 13.10. Community Safety Implications

None.

### 13.11. Environmental Impact

None.

## 14. **Background Papers**

None.

## 15. **Appendices**

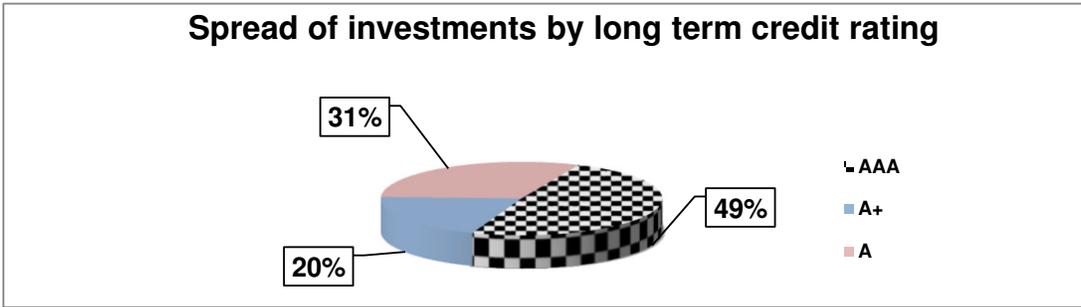
Appendix 1 – In-house Investment Position as at 30 June 2020

Appendix 2 – Treasury Management Performance for Quarter One - 2020/21

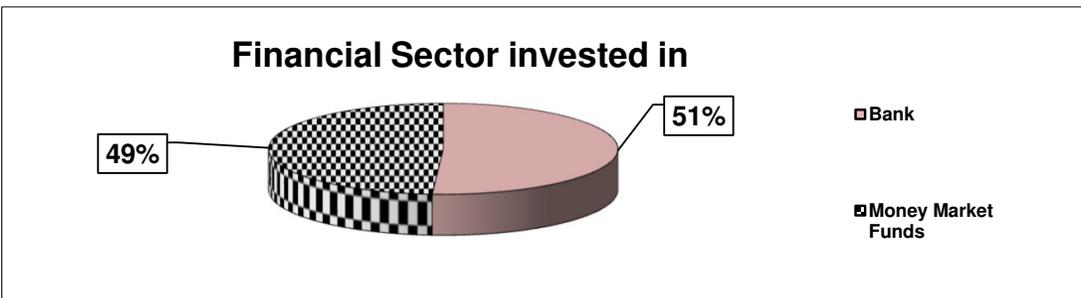
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INVESTMENTS - SECURITY AND LIQUIDITY

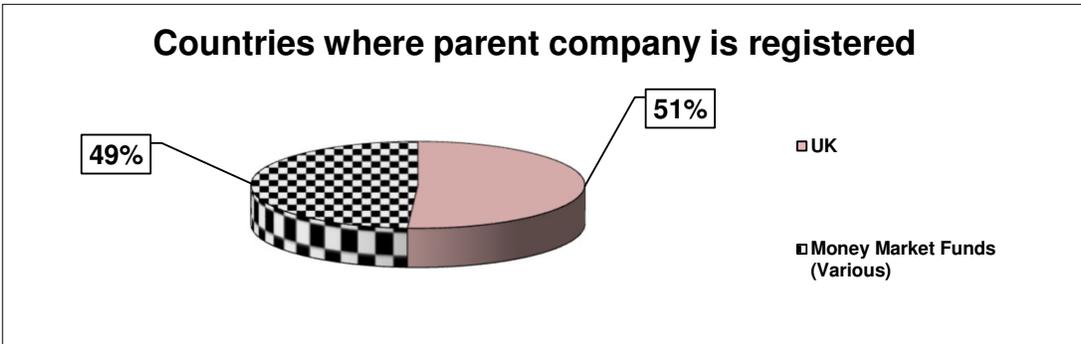
Pie chart 1



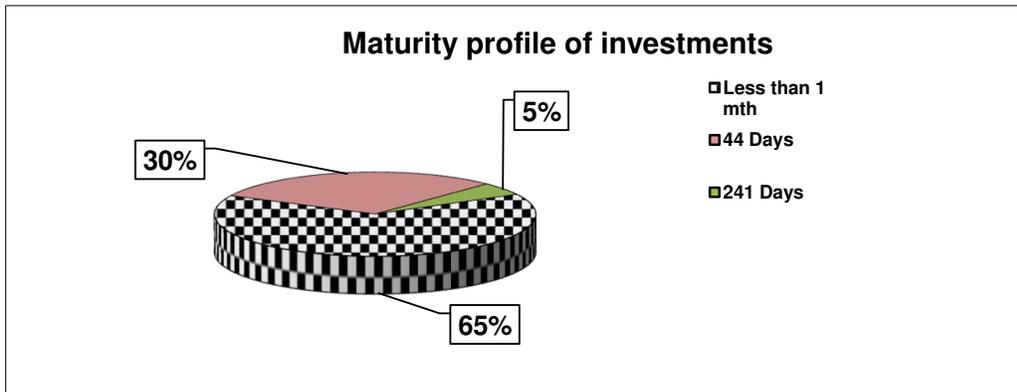
Pie chart 2



Pie chart 3



Pie chart 4



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## TREASURY MANAGEMENT PERFORMANCE FOR QUARTER ONE - 2020/21

GRAPH 1 - INVESTMENT RETURN

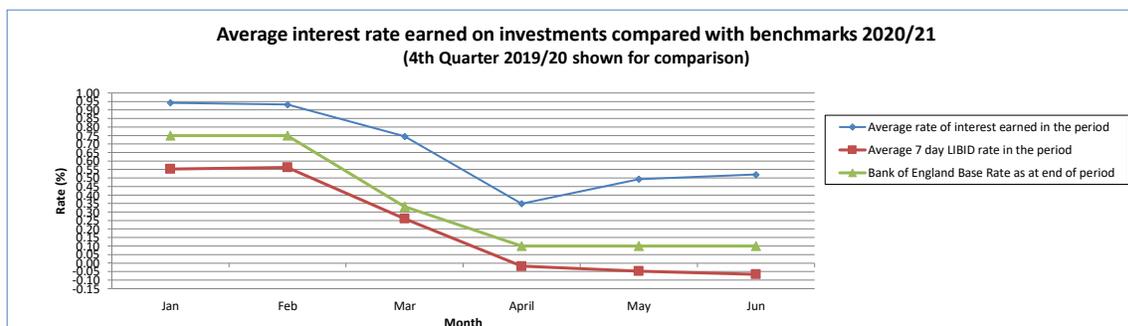


Table 1 - Property Funds

Financial Institution	Quarter	Period of investment	Value of fund at beginning of the Qtr £	Number of units in the Qtr Units	Gross Increase / (Decrease) in fund value £	Value of fund at end of the Qtr £	Income Distribution in the Qtr £	Combined Interest Rate %
Patrizia(Rockspring) Hanover Real Estate Management Limited	1	5 Years +	14,453,509.00	997	(738,777.00)	13,714,732.00	127,120.91	(16.97)
Lothbury Investment Management - Property Fund	1	5 Years +	13,100,246.98	6,844.1438	(318,336.87)	12,781,910.11	78,102.66	(7.40)

Table 2 - Short Dated Bond Funds

Financial Institution	Quarter	Value of fund at the start of Qtr £	Number of shares in the Qtr Units	Increase / (Decrease) in fund value £	Fund Value at end of Qtr £	Income Distribution during the Qtr £	Combined Interest Rate %
Royal London	1	7,555,161.34	7,751,286.43	182,154.81	7,737,316.15	45,383.68	11.94
AXA	1	7,436,504.49	7,406,876.9870	199,985.68	7,636,490.17	27,860.00	12.18

Table 3 - Enhanced Cash Fund

Financial Institution	Quarter	Value of fund at the start of Qtr £	Number of shares in the Qtr Units	Increase / (Decrease) in fund value £	Fund Value at end of Qtr £	Income Distribution during the Qtr £	Combined Interest Rate %
Payden & Rygel	1	4,989,931.05	501,591.3500	87,377.21	5,077,308.26	9,630.55	7.73%

## BORROWING

Table 4

SHORT TERM BORROWING	Counterparty	Rate %	Amount £	From	To
In place during this Quarter	None				
Taken Out This Quarter	None				

Table 5 - INVEST TO SAVE FUNDING

Financial Institution	Date	Period of loan	Final Repayment date	Amount borrowed £	Amount Repaid to Date £	Closing Balance Qtr 1 £	Rate of interest %
Salix Finance Ltd Energy Efficiency Programme	23/03/2017	5 Years	01/04/2022	82,017	(49,210.20)	32,806.80	0
	22/02/2019	5 Years	01/02/2024	64,148	(12,829.60)	51,318.40	0
	25/11/2019	5 Years	01/11/2024	8,200	(820.00)	7,380.00	0

L1 Renewables Finance Ltd

- 25 year reducing balance finance
- balance of £8.5m outstanding at the end of quarter one
- there was no repayments in this quarter

TREASURY MANAGEMENT PERFORMANCE FOR QUARTER ONE - 2020/21

Table 6 PWLB BORROWING

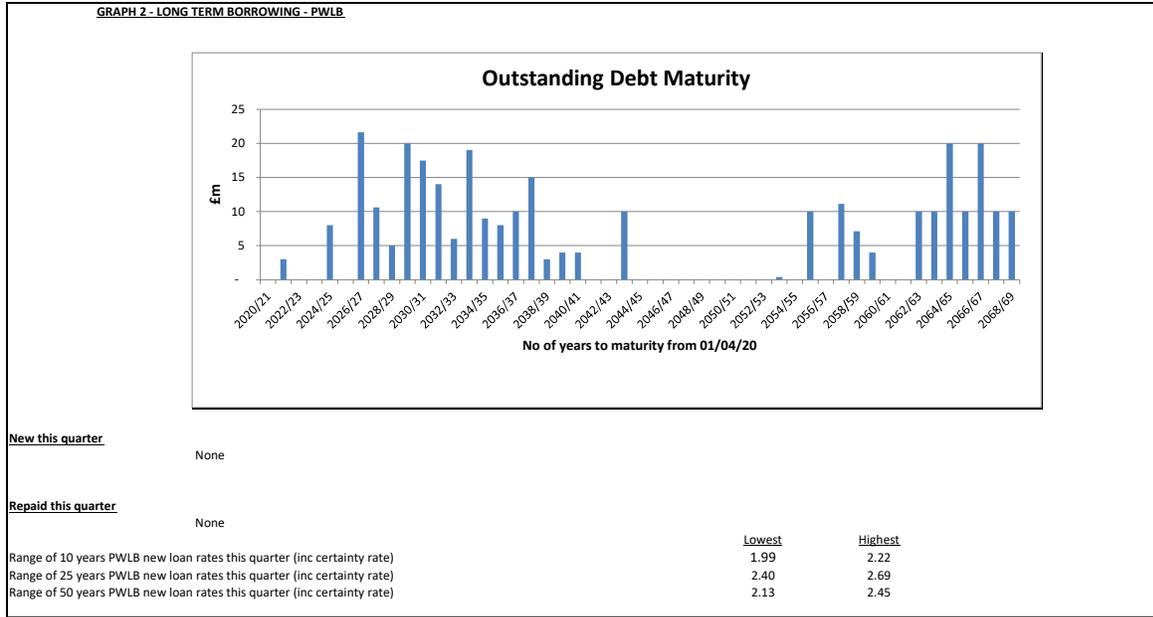


TABLE 7 - COMPLIANCE WITH TREASURY MANAGEMENT STRATEGY

All transactions properly authorised	✓
All transactions in accordance with approved policy	✓
All transactions with approved counterparties	✓
Cash flow successfully managed to maintain liquidity	✓
Any recommended changes to procedures	None required

# Southend-on-Sea Borough Council

## Report of the Chief Executive

to

## Cabinet

on

**15 September 2020**

Report prepared by:

John Williams, Executive Director (Legal and Democratic Services and Senior Information Risk Owner (SIRO))

Val Smith, Knowledge and Data Privacy Manager, Corporate Strategy Group

Cabinet Member – Cllr Gilbert

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### Information Governance Update and Senior Information Risk Owner (SIRO) Annual Report 2019/20 Policy & Resources Scrutiny Committee

A Part 1 Public Agenda Item

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

- 1.1 To provide a summary of the Council's key actions in regard to information governance and management during 2019/20.
- 1.2 To report on opportunities and challenges in regard to information governance during 2020/21.
- 1.3 To comply with the requirement for the Senior Information Risk Owner (SIRO) to provide an annual report.

#### **2. Recommendations**

- 2.1 That the SIRO's report on Information Governance in Section 4 for 2019/20 be noted.
- 2.2 That the key actions taken during 2019/20, and the opportunities and challenges for 2020/21 be noted.

### **3. Background**

- 3.1 The Council's Information Management Strategy was agreed by Cabinet in June 2016 and sets out the Council's vision for managing information, the principles supporting the vision and the context and challenges faced by the Council.
- 3.2 It also describes the related governance arrangements and action plan to progress the Council's approach and is complemented by a range of other strategies, policies and processes, notably Data Protection policies and procedures.
- 3.3 The Council's SIRO has overall responsibility for the Council's information management framework and acts as the champion for information risk within the Council. The SIRO for the Council is the Executive Director (Legal and Democratic Services).
- 3.4 The SIRO is responsible for producing an annual report on information governance. The report provides an overview of developments in relation to information governance, related work undertaken since April 2019 as well as outlining the strategic direction the Council has adopted. It should provide assurance that the Council's arrangements ensure personal data is held securely, information is disseminated effectively and that the Council is compliant with the legal framework - notably the General Data Protection Regulation (GDPR) and Data Protection Act 2018.

### **4.0 SIRO Annual Report – 2019-20**

#### **4.1 Leadership and Governance**

- 4.1.1 The SIRO has to ensure that identified information threats and vulnerabilities are followed up for risk mitigation, and that perceived or actual information incidents are managed in accordance with Council's Risk Management Framework.
- 4.1.2 The SIRO's role is supported by:
- Two Privacy Officers (Data Controllers) - the Executive Director (Transformation), and the Director of ICT and Digital
  - The Caldicott Guardian - the Director of Children's Services
  - The Information Asset Owners (nominated officers)
  - The Council's Data Protection Officer – Knowledge and Data Privacy Manager in the Corporate Strategy Group.
- 4.1.3 With regard to cyber security, the SIRO is supported by the Head of IT Security and Compliance. The ICT nominated cyber security specialists monitor developments; safeguard corporate systems and provide advice and training to the organisation concerning the responsibility of all staff to be aware of and to guard against cyber security threats. They also risk assess those aspects of Data Protection Impact Assessments which involve the use of such technology.

- 4.1.4 The Data Protection Officer (DPO) and their team assist the organisation in monitoring internal compliance, informing and advising on data protection obligations, providing advice, assistance and training on data protection matters and act as a contact point between the Information Commissioner and the Council. It is a statutory requirement that the DPO reports to the highest management level. Usually this is the Good Governance Group (GGG) but on occasions it will be the Corporate Management Team (of which the SIRO is also a part).
- 4.1.5 The DPO's team also manages Data Protection and Freedom of Information central records, monitors performance and compliance with legislation and leads on records management.
- 4.1.6 Leadership and governance of information management is provided by the Good Governance Group (GGG) whose remit includes information management along with the promotion of simple and effective governance.
- 4.1.7 The GGG is chaired by the SIRO, with membership including the SIRO, the Privacy Officers, the Caldicot Guardian and the DPO.
- 4.1.8 The Data Protection and Freedom of Information Community of Practice, led by the Knowledge and Data Privacy Manager, is a sub-group of the Good Governance Group. The COP monitors performance and has a focus on sharing good practice and its members provide expert knowledge to their colleagues. The SIRO is a member of the COP.
- 4.1.9 The Council is a signatory to the Whole Essex Information Sharing Framework (WEISF). The associated forum is known as the Wider Eastern Information Stakeholder Forum and is regularly attended by the Information Governance Advisor. Membership assists the Council in sharing best practice and in the appropriate sharing of personal data with public, third sector and contracted private organisations across Essex in a lawful, safe and informed way.
- 4.1.10 The Council is also a member of the Essex On-line Partnership which as part of its remit supports cyber security and the Information Governance Networking Group, a collection of data protection specialists who share practical advice and support in an informal environment.

## **4.2 Training and Awareness**

- 4.2.1 Data Protection training continues to feature as a key part of ensuring staff are aware of their responsibilities.
- 4.2.2 During 2019/20 training through an e-learning platform was introduced. Modules covering data protection and cyber security are mandatory for all staff handling personal data. Staff who are less familiar with the use of computer-based learning are provided with supported training. For those with minimal personal data involved in their role, alternative provision is made to ensure that a level of understanding is reached appropriate to their responsibilities.

- 4.2.3 When examining data protection security incidents, the Data Protection Advisory Service routinely consider resultant training needs and bespoke training is provided as required.
- 4.2.4 Messages continue to be provided to staff alerting them to the need to protect personal data and use it appropriately. These have included a blog from the Data Protection Officer, posters emphasising the value of personal data, and all-staff messages.
- 4.2.5 In addition to the above, ICT have delivered training and awareness sessions specifically relating to cyber security and regular cyber security messages are issued by ICT to staff.

### **4.3 General Data Protection Regulation and Data Protection Act 2018**

- 4.3.1 The European Union General Data Protection Regulation (GDPR) came into effect on 25 May 2018. The GDPR has direct effect across all member states and is the main point of reference for most data protection legal obligations.
- 4.3.2 The Data Protection Act 2018 (DPA 2018) also came into effect on that date. This details UK specific provisions allowed for by the GDPR and applies similar standards to GDPR to the handling of personal data which is not covered by EU law, for example to data relating to immigration.
- 4.3.3 The DPA 2018 also brought the EU Law Enforcement Directive into UK domestic law. This sets out the requirements for the processing of personal data for criminal law enforcement purposes and applies to the Council's regulatory activities which may result in criminal prosecution.
- 4.3.4 The DPA 2018 also covers the duties, functions and powers of the Information Commissioner (ICO) and the corresponding enforcement provisions.
- 4.3.5 The GDPR and DPA 2018 must be read side by side when considering the application of data protection legislation. Requirements concerning the proper use of personal data did not change upon the exit of the UK from the EU. This is because the UK government has committed to the adoption of the provisions of the GDPR into UK law and transitional arrangements have been agreed.
- 4.3.6 The position at the end of the transitional arrangements is currently unclear. It is probable that the UK will continue to use the standards of the GDPR and DPA 2018 to regulate activity within the UK and from the UK to the EU. It will depend upon the stance of the EU what the effect will be on data transfers from the EU to the UK.
- 4.3.7 An audit of the programme of work in preparation for GDPR was carried out in January 2019. It found that a comprehensive programme of work had been undertaken in advance of GDPR but there remained actions to embed GDPR as

business as usual within the organisation. Progress against the audit has recently been reviewed and the remaining actions will be concluded in 2020/21. Progress against the associated action plan will be overseen by the Good Governance Group.

#### **4.4 Data Security and Protection Toolkit**

- 4.4.1 The Data Security and Protection Toolkit is an online tool that enables organisations to measure their performance against data security and information governance requirements which reflect legal rules and Department of Health policy. The Data Security and Protection Toolkit is the successor framework to the Information Governance Toolkit.
- 4.4.2 This independently audited self-assessment tool enables the Council to demonstrate that it can be trusted to maintain the confidentiality and security of personal information, in particular health and social care personal records.
- 4.4.3 The 2019/20 Toolkit was successfully completed. The Toolkit requires an independent audit of the Council's resulting self-assessment. This was conducted in February 2020 and it was confirmed with substantial assurance that the Council has appropriate evidence available for its assessment that the Toolkit standard was met.

#### **4.5 Freedom of Information/Environmental Information**

- 4.5.1 Under the Freedom of Information Act (FOIA) and Environmental Information Regulations (EIR), individuals are entitled to ask the Council for a copy of information it holds.
- 4.5.2 1227 requests were received in 2019/20, compared to 1480 in 2018/19. There has been a consistent reduction throughout the year in requests received. This may reflect greater transparency in the information provided by the Council through other means or it may be that levels have returned to a more normal level after a peak in the previous year.
- 4.5.3 To ensure consistency and compliance the FOI/EIR function is monitored within the Corporate Strategy Group (CSG). Requests are recorded centrally and then dispersed to departmental specialists for collation of data and for response. Where a response requires data from multiple departments, the response is collated by CSG. Advice on the use of any exemption from the requirement to provide information is also provided by CSG.
- 4.5.4 In 2019/20 the Council replied to 1245 requests, 67.07% within the required 20 working days. This compares to 1369 replied to in the previous year with 76.41% compliance. Consideration is being given to whether more data could be published to avoid the need for requests to be made.
- 4.5.5 While FOI/EIR requests do receive a response, too often it is outside the prescribed limit. This will require attention during 2020/21, see also Section 5 below.

## **4.6 Subject Access Requests**

- 4.6.1 Under data protection legislation, individuals are entitled to ask the Council for a copy of the personal data it holds about them. This is known as a Subject Access Request (SAR).
- 4.6.2 There were 120 SARs received in 2019/20 an increase from 75 in the previous year. The increase may be because there is no longer a fee for making a request.
- 4.6.3 124 SARs were completed in 2019/20, an increase from 82 in the previous year. Some SARs are highly complex as they involve weighing the data protection rights of multiple data subjects within a record and may involve hundreds of documents. Responding within the required one month (or three months for complex cases) remains a challenge.
- 4.6.4 Additional resource has been continued to be allocated to increase the speed with which requests are processed however at the same time the volume of requests has increased considerably. See also Section 5 below.

## **4.7 Requests for Data Sharing**

- 4.7.1 In 2019/20 a total of 313 individual requests for data sharing were received. Such requests are mostly received from the Police, for third party information. These requests are generally received through Legal and Democratic Services, Revenues and Benefits, Counter Fraud and Investigation and the Corporate Strategy Group.
- 4.7.2 Requests are centrally recorded to encourage consistency in decision making and to provide an audit trail in the event of a query regarding the appropriateness of data sharing.
- 4.7.3 Where information sharing is a regular occurrence, the Data Protection Advisory Service continues to work with service areas to introduce formal Information Sharing Agreements to promote clarity of responsibilities between all parties.

## **4.8 Data Security Incidents**

- 4.8.1 In 2019/20 no data security incidents required notification to the Information Commissioner.
- 4.8.2 Increased data protection awareness within the organisation has resulted in an increase in investigations. Not all reported incidents will have resulted in a breach. Even where there is no breach, incidents can provide valuable insight into training requirements and processes and procedures which may need to be strengthened as a preventative measure.

## **4.9 Information Security (including Cyber Security)**

- 4.9.1 The security function has been re-organised under the Head of IT Security and Compliance within the new ICT structure, with all existing resources aligned.
- 4.9.2 Development of a cyber security strategy is in progress, aligning the security program with the current threat landscape and risks to the organisation. This is assisting the prioritisation and planning of current delivery, as well as setting direction for the next 3-5 years.
- 4.9.3 Security processes and governance have been embedded across the key functional areas of ICT i.e. Business Partnering, Architecture, Delivery and Operations. Along with collaborative working with key stakeholders across the business e.g. Information Governance, Risk, Audit.
- 4.9.4 There has been significant support provided to delivery of business outcomes through tender and procurement processes, as well as the ongoing assurance and management of supplier security issues.
- 4.9.5 Cyber security operations and in particular incident response has been significantly stress tested during Covid-19 lockdown period, and through this we have refined our monitoring, handling and response playbooks to enhance our security posture.
- 4.9.6 A number of security improvements have been introduced in response to the changes in ways of working remotely and the technology provided, for example Multi-Factor Authentication has been implemented and adopted across our Office 365 users. An internal audit of the security of remote working is in progress and will report back through good governance group on assurance provided.
- 4.9.7 Awareness of cyber security matters has been enhanced through the introduction of mandatory e-learning and supplemented by regular communications on cyber related matters through the ICT weekly communications.
- 4.9.8 The cyber security threat landscape is actively monitored and emerging risk is identified and mitigated. To aid with this, intelligence is obtained from the National Cyber Security Centre (NCSC), Cyber Information Sharing Partnership (CISP) and Warning, Advice and Reporting Point (WARP) services.
- 4.9.9 Through the Local Government Association (LGA), Essex Online Partnership (EOLP) and NCSC networks we have had the opportunity to capitalise on grants, and funded initiatives as well as the full suite of NCSC services, for example:
- LGA grant for Cyber Security training and certification
  - Metacompliance Phishing simulations and learning materials
  - Network Early Warning System – vulnerability scans by NCSC

## **4.10 Records Management**

4.10.1 With increasing public access to Council records, it is important that necessary documents are retained and that records are destroyed as part of a managed process that is adequately documented. Therefore, services must have in place clearly defined arrangements for the assessment and selection of records for disposal, and for documenting this work. All record keeping procedures must comply with the Council's Document Retention and Disposal Policy.

4.10.2 The Council has an Information Asset Register which acts as a mechanism for understanding and managing the Council's information assets and the risks to them.

## **5 Strategic Direction - Future Programme of Work**

5.1.1 As 2020/21 began, the COVID-19 pandemic was developing. This has affected the priorities regarding information management and data security.

5.1.2 The majority of the Council's staff have suddenly become remote workers. This has provided challenges regarding the provision of remote access to Council systems. Access to hardcopy data is greatly reduced. Video conferencing has become common. Ways of carrying on business with customers while not being able to physically meet has had to be devised.

5.1.3 The Council has at short notice taken on new roles and responsibilities (for example the Coronavirus helpline including the provision of food deliveries and other support/new regulatory functions/local trace and track service) many of which have had to be newly devised, and has collaborated with both local and national bodies in order to respond quickly to circumstances as the pandemic has developed.

5.1.4 Despite the need for speed, it has been essential that each new addition has been properly assessed to ensure that the personal data of the people concerned is used correctly, is properly protected, is only used for the purpose for which it has been provided and only retained as long as is necessary. This has been a primary priority, as has the investigation and resolution of data and cyber security incidents.

5.1.5 Along with the rest of the nation, council staff have had their own challenges, becoming ill due to COVID-19, having to self-isolate, learning to work in a new environment, many having caring responsibilities as well. Some staff who usually have information management responsibilities have been redeployed to support high priority areas. Others who would normally provide content for information requests have had to prioritise front line services and support.

5.1.6 This has all taken its toll on the Council's ability to provide its service for FOI/EIR and Subject Access requests and other data subject rights. It has also impacted on the prioritisation of work from the GDPR Audit. While we have maintained all aspects of information governance, FOI/EIR and data protection work during the

pandemic, usual timescales for compliance have unfortunately been a casualty on occasions.

- 5.1.7 The Information Commissioner has stated their intention to be a pragmatic regulator in these unprecedented times. It will be necessary however as the situation eases, to take stock of the situation and prepare a recovery plan to bring FOI/EIR, SAR and other data subject rights within their regulatory timeframes.
- 5.1.8 Through 2020/21 ICT will focus on delivery of technology within the existing data centres, cloud computing environments and ecosystems e.g. Office 365 to provide a greater level of currency, standardisation, and resilience. In doing so this will provide firm foundations for delivery of technology across the Council.
- 5.1.9 In step with the ICT technology delivery, the cyber security program will deliver a number of initiatives that further enhance our cyber resilience and response capabilities.

## **6 Other Options**

- 6.1 It is a requirement of the Council's Information Management Strategy that an annual report is made to councillors.

## **7 Reason for Recommendation**

To ensure that the Council holds personal data securely; disseminates information effectively; is transparent and enabling in its handling of information and operates within the necessary legal framework.

## **8 Corporate Implications**

- 8.1 Contribution to Southend 2050 Road Map

Many aspects of the Southend 2050 Road Map will be underpinned by technology and data. Sound information management and the proper protection of personal data therefore contributes to all aspects of the Southend 2050 work. Providing reliable information management which is trusted will contribute to the safety of residents and enabling technological advancements will contribute to making Southend a leading digital city.

- 8.2 Financial Implications

Any financial implications arising from this work will be considered through the normal financial management processes. Proactively managing information can result in reduced costs to the Council by reducing exposure to potential loss (such as fines from the Information Commissioner which could be up to £17million).

### 8.3 Legal Implications

Information management and data protection are subject to a range of legislation, including the General Data Protection Regulation and Data Protection Act 2018, as detailed in this report.

### 8.4 People Implications

Any people implications will be considered through the Council's normal business management processes.

### 8.5 Property Implications

None

### 8.6 Consultation

Internal

### 8.7 Equalities and Diversity Implications

Data Protection Policies and Procedures are available on the Council's website and transactional forms are included in MySouthend. Alternative channels remain available for those customers who may not be able to access or use digital services, and reasonable adjustments for disability are made where required.

### 8.8 Risk Assessment

Non-compliance with the law would adversely affect the Council's reputation in the community, reduce public trust and could lead to regulatory penalties and disruption to business continuity.

### 8.9 **Value for Money** – None identified

### 7.10 **Community Safety Implications** – None identified

### 7.11 **Environmental Implications** – None identified

## 8 **Background Papers** - None

## 9 **Appendices** - None

# Southend-on-Sea Borough Council

Report of Executive Director (Legal and Democratic Services)

To

Cabinet

On

15 September 2020

Report prepared by: John Williams and Tessa O'Connell

Agenda  
Item No.

24

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## The Regulation of Investigatory Powers Act 2000 (RIPA)

Policy & Resources Scrutiny Committee

Cabinet Member: Councillor Gilbert

### Part 1 (Public Agenda Item)

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#### 1. Purpose of Report

To report on the use of powers available to the Council under the Regulation of Investigatory Powers Act 2000 (RIPA) during the financial year 2019/2020.

To provide an update on staff training & awareness.

#### 2. Recommendations

2.1 To note that the Council has used the surveillance powers available to it under RIPA on one occasion during the period 1 April 2019 – 31 March 2020.

2.2 To note that the Council has not used any covert human intelligence source (CHIS) during the period 1 April 2019 - 31 March 2020.

2.3 To note that Thurrock Council has not used any such powers on behalf of Southend-on- Sea Borough Council when undertaking Anti-Fraud work between 1 April 2019 and the termination of the Service Level Agreement between the two Authorities in October 2019.

2.4 To note the staff training undertaken in 2019/20 and proposed for 2020/21 in connection with RIPA.

2.5 To note details of the regulation of CCTV activities as detailed in the report.

### **3. Background**

#### **3.1 Directed Covert Surveillance and RIPA**

If the Council wants to carry out directed covert surveillance, then:

(a) It must be in connection with the investigation of a criminal offence which attracts a maximum custodial sentence of 6 months or more or involves the underage sale of alcohol or tobacco.

(b) It must not be intrusive surveillance (only the Police can carry out intrusive surveillance inside a house or vehicle).

(c) Such surveillance must be properly authorised internally. In particular authorising officers must be formally designated and trained – and only authorised and trained officers should carry out surveillance.

(d) A Justice of the Peace must make an Order approving the grant of authorisation referred to in (c) above.

(e) There must be compliance with the Codes of Practice issued by the Home Office, the Investigatory Powers Commissioner's Office (IPCO) (formerly the Office of Surveillance Commissioners OSC) – and the Council's own Policy & Procedures (see 3.3 below).

#### **3.2 CHIS and RIPA**

Similar requirements to those set out in 3.1 above apply if the Council wants to use a covert human intelligent source (CHIS).

The requirement for the use of CHIS is that it relates to the prevention and detection of crime or disorder; there is no requirement for the offence to have a 6 month sentence.

#### **3.3 Council Policy and Procedures for undertaking Directed Covert Surveillance and the use of a CHIS**

To ensure that the Council acts legally and properly and complies with RIPA, it has put in place "*Policy and Procedures for undertaking Directed Covert Surveillance and the use of Covert Human Intelligence Sources (CHIS)*".

The Policy & Procedures are regularly updated to ensure they are fit for purpose and incorporate legislative, procedural and staff changes. The Policy & Procedures were subject to a major update in 2019, these being approved at Council on 24 October 2019.

### 3.4 Use of surveillance powers available under RIPA in 2019/20

The Council has used the surveillance powers available to it under RIPA on one occasion during the period 1 April 2019 – 31 March 2020. This was in connection with an investigation carried out by Regulatory Services.

The Council has not used any CHIS during the period 1 April 2019 - 31 March 2020

Thurrock Council has not used any such powers on behalf of Southend-on-Sea Borough Council when undertaking Anti-Fraud work between 1 April 2019 and the termination of the Service Level Agreement between the two Authorities in October 2019.

### 3.5 Training

It is important that Council officers who are, or could be, involved with surveillance receive proper training.

In 2019/20 a CHIS training session was held with 6 members of staff from Regulatory Services and the regular RIPA refresher training event is planned for 2020/21.

Mandatory training has been made available to all staff relating to Social Media Investigations with additional signposting to guidance on RIPA in July 2020.

### 3.6 CCTV

The Council's CCTV System helps to provide a safe and secure environment in the Town Centre and other parts of the town covered by the cameras. It therefore contributes to the continuing safety and vitality of those areas, for the benefit of all those living, working and visiting there.

The control room is manned twenty-four hours a day 365 days a year by Security Industry Authority (SIA) trained operators and is fully compliant with the guidelines laid down by IPCO and the Surveillance Camera Commissioner (SCC). However, it should be noted that overt CCTV does not require a formal RIPA authority.

In 2019 the control room was involved in 7713 incidents that were covered by CCTV which involved 704 arrests being made. This highlights the value of the CCTV System.

### 3.7 Oversight

The Investigatory Powers Commissioner's Office (IPCO) provides independent oversight of the use of investigatory powers by intelligence agencies, police forces and other public authorities.

The Council is subject to inspection by IPCO to ensure compliance with the statutory provisions which govern surveillance.

It is also important that councillors should review the Council's use of RIPA and its policies & procedures on an annual basis, hence the need for this report.

## 4. **Other Options**

None

## 5. **Reasons for Recommendations**

To comply with the Home Office Codes of Practice and IPCO Guidance on RIPA.

## 6. **Corporate Implications**

### 6.1 Contribution to Southend 2050 Road Map

Sound policies and procedures in respect of surveillance contribute to various aspects of the Southend 2050 Road Map, particularly the objective in Safe & Well that people in all parts of the Borough always feel safe and secure.

Such policies and procedures also demonstrate the importance which the Council attaches to good governance.

### 6.2 Financial Implications

None

### 6.3 Legal Implications

This report has been prepared to comply with Home Office and IPCO Guidance on RIPA.

6.4 People Implications

None

6.5 Property Implications

None

6.6 Consultation

Internal only

6.7 Equalities and Diversity Implications

None

6.8 Risk Assessment

Having up to date RIPA Policy and Procedures and a staff training programme, ensures any risks associated with surveillance or the use of a CHIS are minimised.

6.9 Value for Money

N/A

6.10 Community Safety Implications

N/A

6.11 Environmental Impact

N/A

**7. Background Papers**

None

**8. Appendices**

**None**

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# Southend-on-Sea Borough Council

Agenda  
Item No.

## Report of Executive Director Finance & Resources

To

Cabinet

on

15<sup>th</sup> September 2020

Report prepared by: Bridgette Cowley  
Revenues Group Manager

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### Debt Management - Position to 31<sup>st</sup> July 2020

Policy and Resources Scrutiny Committee  
Cabinet Member : Councillor Gilbert

*A Part 1 Public Agenda Item*

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#### 1. Purpose of Report

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

- The current position of outstanding debt to the Council, as at 31<sup>st</sup> July 2020;
- Debts that have been written off, or are recommended for write off, in the current financial year as at 31<sup>st</sup> July 2020;
- Obtain approval for the write off of irrecoverable debts that are over £25,000.

#### 2. Recommendation

That Cabinet:-

- 2.1 Notes the current outstanding debt position as at 31<sup>st</sup> July 2020 and the position of debts written off to 31<sup>st</sup> July 2020 as set out in **Appendices A & B**.
- 2.2 Notes that no write offs greater than £25,000 are requested, as shown in **Appendix B**.

#### 3. Background

- 3.1 It was agreed by Cabinet on 19<sup>th</sup> March 2013 that the S151 Officer would submit regular reports to Cabinet on all aspects of the Council's outstanding debt, along with the required write off position. This is the first report for the financial year 2020/21.

- 3.2 Southend-on-Sea Borough Council is made up of a number of service areas responsible for the collection and administration of outstanding debt. The main areas are Accounts Receivable and Revenues which are linked to the billing and collection of the vast majority of debts that fall due to be paid to the Council for chargeable services, such as social care (see Section 4.5 ) and statutory levies such as Council tax and Non Domestic Rates (Business Rates).

There are also other areas of debt that are included in this report, namely recovery of Housing Benefit Overpayments, Parking and Enforcement penalties and library fines. In addition, there are also debts for the Housing Revenue Account for rent arrears and service charges.

- 3.3 The process and legislative framework for the collection and write off of debt was detailed in the report to Cabinet on 17<sup>th</sup> September 2013. It is worth highlighting that the Council has a good success rate in collection of debt. The collection targets are agreed annually as part of the Councils service and financial planning process.
- 3.4 Debts are only considered for write off where all other courses of recovery available have been undertaken or explored and the debt is considered irrecoverable.

#### 4. Councils Debt Types

##### 4.1 Council Tax

£102m of Council Tax is due to be collected in 2020/21, with a collection target of 97.5%. As at the 31<sup>st</sup> July 2020 the Council has collected £35.8m (35%), this reflects a 0.9% decrease in the collection target profile, this is largely due to the cessation of recovery action following the Covid-19 pandemic. The Council continue to work towards the end of year collection profile.

Collection also continues for the outstanding arrears for that year and for previous years. The chart below shows the actual in year collection rate over the past 4 years, and the collection rate of each year's charge to date, including debts that have been written off.

	Council Tax Performance	
	As at 31st March of relevant year	As at 31 <sup>st</sup> July 2020
1st April 2016 - 31st March 2017	97.2%	99.5%
1st April 2017 - 31st March 2018	97.5%	99.3%
1st April 2018 - 31st March 2019	97.5%	98.9%
1st April 2019 - 31st March 2020	97.5%	98.1%

## 4.2 Non Domestic Rates (Business Rates)

£21.8m of Non-Domestic Rates is due to be collected in 2020/21, with a collection target of 98.3%. As at the 31<sup>st</sup> July 2020 the Council has collected £7.9m (36.6%), this reflects a 2.7% decrease in the collection target profile, this is largely due to the cessation of recovery action following the Covid-19 pandemic. The Council continue to work towards the end of year collection profile.

Collection is continuing for outstanding arrears for previous financial years. The chart below shows the actual in year collection rate over the past 4 years, and the collection rate of each year's charge to date, including debts that have been already written off.

	Non-Domestic Rates Performance	
	As at 31st March of relevant year	As at 31 <sup>st</sup> July 2020
1st April 2016 - 31st March 2017	97.8%	99.9%
1st April 2017 - 31st March 2018	98.0%	99.8%
1st April 2018 - 31st March 2019	98.6%	99.7%
1st April 2019 - 31st March 2020	98.3%	99.0%

## 4.3 Housing Benefit Overpayment

This is any entitlement to a rent allowance or rent rebate that a person has received but is not entitled to. Most commonly this accumulates when there is a change to a person's circumstance and they fail to notify us in good time. The overpayment will be invoiced unless they are in receipt of Housing Benefit in which case their benefit entitlement is reduced to enable recovery of the overpayment. The vast majority of Housing Benefit overpayment is due to claimant error.

## 4.4 Libraries

Library debt is made up of overdue fines and replacing lost or non-returned books.

## 4.5 Adult Services

Adult Services make charges for the following services;

- Contributions to residential accommodation
- Charges for non-residential services i.e. Home Care, Community Support, Day Services and transport to services

- Charges to other local authorities
- Charges to National Health Service

Adult Social Care debt as at 31/07/2020 was £5,860,000

It should be noted that of the total amount outstanding;

£2.73m is debt deferred against property;  
£0.35m is under 30 days old.

#### 4.6 **Parking**

The recovery of unpaid Penalty Charge Notices is undertaken by semi-judicial process under the current Traffic Management Act 2004.

From 1<sup>st</sup> April 2020 to 31<sup>st</sup> July 2020 a total of 10,989 Penalty Charge Notices (PCNs) have been issued identifying a projected income of £667,410.00. It should be noted that PCNs are issued at a higher rate and lower rate (£70.00 and £50.00 respectively) depending on the seriousness of the parking contravention. PCNs may be paid at a discounted rate of 50% of the charge if paid within 14 days of the date of issue.

This value is continuously being amended as payments are received and it should be recognised that payments made at the 50% discount amount will reduce the projected income level. Generally, 75% of paid PCN's are paid at the discounted payment.

The value of cancelled notices is £41,120.00 and cases written off where no keeper has been identified totals £0.00

#### 4.7 **Miscellaneous Income**

This will include a range of services that the Council will charge for including such areas as rental income on commercial properties, recharges to other bodies for services we have provided, and recovering overpaid salaries from staff that have left.

It is important to note that collection can vary month by month depending on the value of invoices raised as a reasonable period needs to be allowed for payment to be made.

#### 4.8 **Housing**

Under the management of South Essex Homes there are the arrears of outstanding debt of Rent and Service Charges. The cost of any write-offs for this category of debt is specifically charged to the Housing Revenue Account and not to Council Tax Payers.

## 5. Write-Off Levels

Write off approval levels currently in place are shown in the tables below, which are in accordance with the Financial Procedure rules set out in the Constitution and the latest corporate debt recovery policy.

### Debt Type: Council Tax/ Accounts Receivable/Adult Services/ Housing and Council Tax Benefit

Designation	Amount
Assistant Manager	under £5,000
Manager	Up to £10,000
Director	Between £10,000 and £25,000
Cabinet	£25,000 and above

### Debt Type: NNDR (Non Domestic Rates)

Designation	Amount
Assistant Manager	under £5,000
Manager	Up to £10,000
Director	Between £10,000 and £25,000
Cabinet	£25,000 and above

### Debt Type: Parking

Designation	Amount
Notice Processing Officer & Section Leader	under £5,000
Section Leader	Between £5,000 and £10,000
Group Manager	Between £10,000 and £25,000
Cabinet	£25,000 and above

### Debt Type: Housing Rents and Service Charges

South Essex Homes, as managing agent, submit proposed write-offs to the Council, following which the following approval levels are exercised.

Designation	Amount
Head of Service	Under £25,000
Cabinet	£25,000 and above

## 6. Council Debt Position (as at 31/7/20)

6.1 **Appendices A and B** show the current debt position within each service area, and the amount that has been written off in the current financial year 2020/21.

- 6.2 For Council Tax and Non Domestic rates there is a net collectable debt at the beginning of the year. Although this can change depending on changes to liability or property being removed or introduced to the lists, it is fairly consistent.

However other service areas may see greater fluctuations as new debts are created during the financial year.

- 6.3 The Council's debt position across all services at the 31/7/20 was £86.5million in comparison to the position at 31/7/19 of £96.9million. This shows a decrease of £10.4 million, circa 10.73% for the same period in the last financial year.

- 6.4 This reduction in the outstanding debt figure is mainly due to the extended retail relief awarded which provides businesses with a 100% discount on their business rates bill, a large number of businesses in the borough have received this with an estimated award of nearly £27million (60% of the existing base) with no business rates to pay for the 2020/21 financial year. The outstanding position regarding business rates for 2021/21 as at 31/7/20 is £13.86 million compared to £28.46 million in 2019 showing a reduction in business rates to collect of 51.3%.

The effects of the pandemic have brought about a reduction in Council Tax collection, whilst there does not appear to be much effect on the sum collected for Council Tax against last year, it should be noted we have seen both an increase in the numbers of council tax properties over the last year as well as an increase in charge in the 2020 financial year. Therefore the collection for the end of July position in comparison to last year's collection does not provide a neutral position as the Council is currently showing that it is around £2million in reduced collection than at the same point in the previous financial year.

Soft reminders were issued to over 9,000 residents and businesses in early July to sign post and support where needed, but also as a reminder of the balances outstanding and the ways of help and support that are available. This exercise had a positive effect on collection for the month of July with around £400,000 additional Council Tax been collected compared to the previous months of the financial year.

- 6.5 There has been a 34.5% increase in the Adult Social Care arrears debt from £3.15 million in July 2019 to £4.24million in July 2020, this is mainly due to no reminders of final notices being issued since March 2020 to assist in the collection these debts.

No Parking or library fines have being issued for the 2020/21 financial year to date, the commencement of recovery action for Southend-on-Sea debts is currently under review with Enforcement Agents.

## **7 Covid-19 Pandemic**

An area of major concern for 2020/21 and the future is the local impact that Covid-19 will have in terms of income collection and the potential requirement for increases in bad and doubtful debts right across all our main income sources. The Council has quite rightly prioritised support for local residents, tenants and businesses by not issuing any recovery documentation, no enforcement action by agents and no summons have been issued during 2020/21 so far. The situation is under review currently, along with our strategic and tactical response to the ever changing local demands that have been caused by the pandemic

## **8. Other Options**

This is a report notifying members of the current position of the Council's debt and related write offs, and therefore there are no other options.

## **9. Reasons for Recommendations**

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

If the Council wishes to pursue debts for bankruptcy proceeding, it will follow the agreed and published recovery policy that covers this.

## **10. Corporate Implications**

### **10.1 Contribution to the Southend 2050 Road Map**

Efficient write off of bad and irrecoverable debts, where appropriate, is good financial practice and reduces the bad debt provision and financial impact in the Authority's accounts and helps towards financial self-sustainability of the organisation.

### **10.2 Financial Implications**

Debts that are written off will have been provided for within the Councils bad debt provision and as such there should be no specific financial implications. However it is possible that unforeseen and unplanned additional write offs occur, which could lead to the value of debts written off in any year exceeding the bad debt provision.

Where this is likely to happen, this report will act as an early warning system and will enable additional control measures to be agreed and undertaken to either bring the situation back under control, or to make appropriate adjustments to the bad debt provision.

Relevant service areas are aware that they have to bear the cost of any debts that are written off within their budget.

### **10.3 Legal Implications**

If there are debts to be written off that exceed the level at which officers have delegated powers to deal with the matter, authorisation is required from Cabinet.

### **10.4 People Implications**

The people implications have been considered and there are none relevant to this report.

### **10.5 Property Implications**

The property implications have been considered and there are none relevant to this report.

### **10.6 Consultation**

Consultation is not required for write off of debt.

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

Debt Collection is managed through a Corporate Debt Management Policy and is based on an approach of "Can't Pay Won't Pay". Each write-off is considered on an individual basis through a standard consistent approach.

### **10.8 Risk Assessment**

There is a financial implication to the bad debt provision if write offs are not dealt with within the current financial year.

### **10.9 Value for Money**

It is a matter of good financial practice and good debt management to regularly report on the value of debt outstanding, collected and written off.

### **10.10 Community Safety Implications**

There are no Community Safety Implications.

### **10.11 Environmental Impact**

There is no environmental impact.

### **10.12 Background Papers**

Full details of recovery action against each recommended write-off are held within the services computer systems.

## **11. Appendices**

Appendix A Summary of outstanding debt

Appendix B Summary of Write offs

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Summary of Outstanding DebtOutstanding Debt pre 1<sup>st</sup> April 2020 (arrears)

Debt pre 1/4/2020	Council Tax (a) £'000	Business Rates (a) £'000	Housing Benefit Overpayments (b) £'000	Adult Services £'000	Miscellaneous Income £'000	HRA (Care Line/Service Charges) £'000	Parking (c) £'000	Libraries (d) £'000	HRA Current Tenants (e) £'000	HRA Former Tenants (e) £'000
Net Collectable Debt	6,868	1,503	5,679	5,790	5,333	440	14,167	n/a		339
Amount Paid @ 31.07.2020	619	-43	617,8	1,551	2,713	221	12,660	564		35
Number of Accounts	16,510	545	1815	2,012	1,731	264	n/a	n/a		370
<b>Total Outstanding</b>	<b>6,249</b>	<b>1,548</b>	<b>5,309</b>	<b>4,239</b>	<b>2,620</b>	<b>219</b>	<b>1,507</b>	<b>n/a</b>		<b>304</b>

## Current Year Debt (Debt raised in respect of 2020/21)

Debt post 1/4/2020	Council Tax (a) £'000	Business Rates (a) £'000	Housing Benefit Overpayments (b) £'000	Adult Services £'000	Miscellaneous Income £'000	HRA (Care Line/Service Charges) £'000	Parking (c) £'000	Libraries (d) £'000	HRA Current Tenants (e) £'000	HRA Former Tenants (e) £'000
Net Collectable Debt at 31.07.2020	102,454	21,841	515,0	4,839	11,077	810	0	0	10,665	39
Amount Paid @31.07.2020	35,817	7,984	617,8	3,209	8,499	319	0	0	10,644	1
Number of Accounts	74,887	1,418	567	1,312	1,048	585	n/a	0	1,718	71
<b>Total Outstanding</b>	<b>66,637</b>	<b>13,857</b>	<b>524,3</b>	<b>1,630</b>	<b>2,578</b>	<b>491</b>	<b>0</b>	<b>0</b>	<b>749</b>	<b>38</b>

## **NOTES**

- (a) Council Tax and Business Rates includes adjustments for write offs, credits and outstanding court costs.
- (b) HB Overpayment is not attributable to a financial year in the same way that Council Tax or NDR are i.e. a yearly debit is not raised. It is also not feasible to state when a payment is made which age of debt it has been paid against. For these reasons the outstanding amounts in the report reflect the actual outstanding debt at the date requested, it does not reflect the outstanding debt against current year and previous year debts.
- (c) Parking total outstanding is net of PCNs cancelled and written off.
- (d) The figure of £564k relates to total payments received since January 2005 until 31/07/2020.
- (e) HRA tenancy debts (residential rent accounts) are rolling amounts, with no breaks in years or rollovers. Any cash received is applied to the oldest rent week outstanding. The figures shown are total arrears outstanding, and therefore include arrears still outstanding from prior years.

Summary of Write Off's

Debts written off in 2020/21  
Period 1 April 2020 – 31 July 2020 relating to any year

Write Offs	Council Tax £	Business Rates £	Housing Benefit Overpayment £	Adult Services £	Miscellaneous Income £	HRA (Care Line/Service Charges) £	Parking £	Libraries £	HRA Tenants £
Under £5k	35,429.64	1,763.60	23,983	9,994	1,444	0	855,176.00	526	14,724.74
£5k-£25k	0.00	0.00	27,961	5,336	0	0	0		7,878.82
Over £25k	0.00	0.00	0	0	0	0	0		0
<b>Total</b>	<b>35,429.64</b>	<b>1,763.60</b>	<b>51,944</b>	<b>15,330</b>	<b>1,444</b>	<b>0</b>	<b>855,176.00</b>		<b>22,603.56</b>

No Write off's greater than £25,000 are required for this period.

<b>Amount of write off</b>	None.	<b>Service Area</b>
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## **CABINET**

Tuesday, 14<sup>th</sup> September, 2020

### **COUNCIL PROCEDURE RULE 46**

The following action taken in accordance with Council Procedure Rule 46 is reported. In consultation with the appropriate Cabinet Member(s):-

- 1. The Executive Director (Adults and Communities Health authorised:**
  - 1.1 Re-opening the Borough's Leisure Centres

The provision of financial support to Fusion Lifestyle to enable to re-opening of Southend Leisure and Tennis Centre (with some additional provision for Chase High School and Shoeburyness High school at their respective dual use leisure centre sites) for the period to March 2021, , whilst also noting the subsidy already provided to the end of July. This amount includes the waiver of the management fee payable by Fusion to the Council. Details of the financial implications are set out in the confidential appendix.
- 2. The Director of Housing Development authorised:**
  - 2.1 Applications to Government for Funding to provide permanent accommodation for rough sleepers

The submission of the funding bids for both the Next Steps Accommodation Programme Fund and Move On Fund and, if successful, the Council will need to match fund this external funding by £2.616m funded by the HRA capital reserve and S106 monies, which will need an amendment to the capital investment programme to be approved by Council.

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