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Chief Executive

CABINET AGENDA

Date: Wednesday 16th October 2013

Time: 7.00pm – N.B. TIME

Venue: Council Chamber

This meeting will be webcast live on the internet.

Membership:

Councillor Mrs Challis OBE (Chairman)	Leader of the Council
Councillor Stanley (Vice Chairman)	Deputy Leader of the Council Corporate Policy, Resources and Performance
Councillor Burch	Leisure
Councillor Dick	Responding to Challenge
Councillor Mrs B. Egan	Homes and Customer Engagement
Councillor Mrs Goodwin	Health & Wellbeing
Councillor Howard	Waste Floods and Water Management
Councillor G. Isaacs	Neighbourhoods and Safer Communities
Councillor Riley	Environment and Street Scene
Councillor Smith	Economic Development & Business Liaison

Cabinet Enquiries: John Riley, ext. 2417
Reference: 4/2013/2014
Publication Date: Tuesday 8th October 2013

AGENDA
PART I
(Business to be taken in public)

- 1. Apologies**
- 2. Members' Interests**
- 3. Minutes**
To approve the Minutes of the meeting held on 18th September 2013
- 4. Forward Plan**
To review the Forward Plan - (*Report of the Leader of the Council*)
- 5. Environment - Civic Pride**
- 5(a) Off – Street Parking Charges and Waiting Restrictions**
The Cabinet will be asked to consider a report.
(*Report of the Cabinet Member Environment and Street Scene
Cabinet Member Corporate Policy Resources & Performance*)
- 6. Regeneration and Homes**
- 6(a) Housing Progress Report**
The Cabinet will be asked to consider a report.
(*Report of the Cabinet Member Homes and Customer Engagement*)
- 6(b) Update on Regeneration Matters**
(*Report of the Leader of the Council
Cabinet Member Economic Development & Business Liaison*)
- 7. Improving the Council**
- 7(a) Treasury Management Activity Mid Year Report**
The Cabinet will be asked to consider a report.
(*Report of the Cabinet Member Corporate Policy Resources & Performance*)
- 8. Community Safety**
- 8(a) Update on Safer Communities Initiatives**
The Cabinet will be asked to consider a report.
(*Report of the Cabinet Member Neighbourhoods and Safer Communities*)
- 9. Matters to be referred from /to Policy & Scrutiny Committees**
- 10. Matters to be referred from /to the Statutory Committees**

PART II
(Business to be taken in private)
(Item to be considered with the press and public excluded from the meeting)



CABINET

18TH SEPTEMBER 2013

PRESENT:

Councillor Mrs Challis OBE, Chairman	Leader of the Council
Councillor Stanley	Corporate Policy, Resources and Performance
Councillor Burch	Leisure
Councillor Dick	Responding to Challenge
Councillor Mrs Egan	Homes and Customer Engagement
Councillor Mrs Goodwin	Health & Wellbeing
Councillor Howard	Waste, Floods and Water Management
Councillor Riley	Environment and Street Scene
Councillor Smith	Economic Development & Business Liaison

APOLOGIES: Councillor Isaacs.

ALSO PRESENT: Councillors Barrett, Blackwell, S.Cole, Hart, Mrs King, Tucker and N.Watson.

31. MEMBERS' INTERESTS

There were no disclosures of Members' Interests.

32. MINUTES

The Minutes of the Cabinet meeting held on 17.7.2013 were approved and signed by the Chairman as a correct record.

33. FORWARD PLAN

To comply with regulations under the Localism Act 2011, the Leader of the Council presented the Forward Plan to the meeting which outlined key decisions likely to be taken within the next quarter 2013. The plan was reviewed each month.

Resolved – To note and approve the Forward Plan as amended.

34. SEVERE FLOODING IN SOUTH ESSEX

The Cabinet received a report on the impact of torrential rainfall on 24 August 2013 and the action taken by various agencies both during and after the flooding.

Members present debated the severity of the flooding in various parts of the Borough and raised a number of issues that residents had experienced from the floods. The Cabinet Member responded to these points outlining the respective responsibilities of the various agencies involved which had been discussed at a meeting convened on 30 August. A further meeting of those agencies was to be organised to review and learn from the experience, although it was noted that the Emergency Plan had worked correctly on 24 August. With regard to concerns about communication, it was suggested that in any future emergency situations, calls could be dealt with by the Council's First Contact Team to reduce the number received by the out of hours service.

The Cabinet Member explained that a report on the detail of the proposed response to the August flooding would be presented to the next Cabinet meeting.

Resolved:

1. To note the content of the report.
2. To ensure that residents receive appropriate support in any future emergency situations, and to consider that calls are dealt with by the Council's First Contact Team, thus alleviating pressure on the out of hours service.

35. CONSULTATION REGARDING PART NIGHT TIME STREET LIGHTING IN THE BOROUGH OF CASTLE POINT

The Cabinet received a report on a proposal by Essex County Council to introduce part night time street lighting within the Borough.

Cabinet Members and Members present debated the effect on the community – particularly the implications for elderly and vulnerable people – and considered that in view of the unique nature of the Borough all street lighting should continue to be left on at night.

Resolved: To call upon the Essex County Council Cabinet Member to consider the unique nature of the Castle Point Borough, and seek his agreement that all street lights will continue to be left on at night in this Borough, particularly on Canvey Island.

36. HOMELESSNESS STRATEGY AND ACTION PLAN 2013-18 – POLICY AND SCRUTINY REVIEW

The Cabinet received a proposed Homelessness Strategy Review and Action Plan for 2012-17, recommended to the Cabinet for approval by the Wellbeing Policy and Scrutiny Committee.

The Cabinet Member responded to a number of questions and statements from Members on issues affecting the management of homelessness in the Borough.

Resolved: To approve the Homelessness Strategy Review and Action Plan for 2012-2017.

37. NEW LOCAL PLAN PROGRESS REPORT

The Cabinet received a report on the progress made in preparing the New Local Plan, and the current position on the Glebelands case.

Resolved:

1. To note the progress with the preparation of a New Local Plan. The Cabinet notes that further Member briefings in political groups are to take place on matters related to the New Local Plan, and that it will receive further reports and background evidence in due course.
2. The also note the High Court challenge to the Secretary of State's decision in relation to the appeal for land off Glebelands in Thundersley, and that it will receive a further report on the outcome of this challenge in due course.

38. HADLEIGH HALL AND SURROUNDING AREA

The Cabinet received a report on a proposal for the delivery of new facilities and amenities at John H Burrows Park to replace the now disused Hadleigh Hall and other defunct facilities.

Cabinet Members debated the proposal and considered that Hadleigh Members should be consulted and their views fed back to the Regeneration Partnership.

Resolved:

1. To agree that the proposal made to the Castle Point Regeneration Partnership to provide a family restaurant/eatery together with ancillary features such as new on site changing rooms and public toilets is the most suitable and satisfactory option to be explored by the Council with respect to the future use of Hadleigh Hall and the surrounding area.
2. That a further report be made to the Cabinet with specific design details relating to the site and the provision of the new facilities after a final specification is obtained from a third party commercial operator.
3. That Hadleigh Members are consulted on any scheme relating to Hadleigh Hall and the surrounding area, and their views are reported to the Castle Point Regeneration Partnership.

39. BUDGET AND POLICY FRAMEWORK FOR 2014/15

The Cabinet received a report on the proposed Budget and Policy Framework for 2014/15.

Resolved: - To approve the Budget and Policy Framework for 2014/15.

40. FINANCIAL UPDATE

The Cabinet considered a report on the latest position in relation to the General Fund financial forecast for the period 2013/15.

The Cabinet Member responded to questions and statements from Members present.

Resolved:

1. To note the report.
2. To note the increase in the recommended minimum level of General Fund reserves to £2.3m as determined by the Head of Resources and set out in section 8.

41. LOCAL COUNCIL TAX SUPPORT SCHEME 2014/15 - UPDATE

The Cabinet considered an update report on the preparation of the Local Council Tax Support Scheme for 2014/15.

Resolved:

To note the contents of the report.

42. CORPORATE PERFORMANCE SCORECARD QUARTER 1 2013/14

The Cabinet considered a report on cumulative performance figures for the Corporate Performance Scorecard for Quarter 1, 1 April to 30 June 2013.

Resolved:

To agree the inclusion of two further indicators set out in section 4.1 of the report for future monitoring and considers any performance issues set out in section 5 of the report and directs officers accordingly.

43. COUNCILLOR AND COMMUNITY MEETINGS

The Cabinet considered a report on the findings made following a review of the arrangements for Councillor meetings with the community.

Cabinet noted that in discussion with the Leader of the Minority Party, it had been agreed to postpone the Canvey Ward Meeting until October, on a date to be announced.

Resolved:

To approve the arrangements for a trial of the Councillor meetings with the community.

44. UPDATE ON COMMUNITY SAFETY INITIATIVES

The Cabinet considered an update report on the position concerning neighbourhood and safer community matters.

Resolved:

To note the activities regarding neighbourhoods and safer community matters from the previous month as set out in the report.

45. MATTERS TO BE REFERRED FROM/TO POLICY SCRUTINY COMMITTEES

Item 6(a) Homelessness Strategy and Action Plan 2013-18: Wellbeing Policy and Scrutiny review.

46. MATTERS TO BE REFERRED FROM /TO THE STATUTORY COMMITTEES

There were no matters.

Chairman



Castle Point Borough Council

Forward Plan

OCTOBER 2013

CASTLE POINT BOROUGH COUNCIL

FORWARD PLAN

OCTOBER 2013

This document gives details of the key decisions that are likely to be taken. A key decision is defined as a decision which is likely:-

- (a) Subject of course to compliance with the financial regulations, to result in the local authority incurring expenditure which is, or the savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates subject to a threshold of £100,000; or
- (b) To be significant in terms of its effects on communities living or working in an area comprising two or more Wards in the area of the local authority.

The Forward Plan is a working document which is updated continually.

Date	<u>Item</u>	Council Priority	Decision by Council/ Cabinet	Lead Member	Lead Officer(s)
July & Sept – deferred to Oct 2013	<u>Off – Street Car Park: response to consultation</u>	Environment Civic Pride	Cabinet	Environment & Street Scene	Head of Environment
Oct/Dec 2013 Feb/April 2014	<u>Regeneration Update</u>	Regeneration & Homes	Cabinet	Leader Economic Development	Head of Neighbourhoods & Regeneration
October 2013	<u>Community Safety Update</u>	Regeneration & Homes	Cabinet	Safer Communities	Head of Neighbourhoods & Regeneration
October/Dec 2013	<u>Housing Progress Update</u>	Regeneration & Homes	Cabinet	Homes & Customer Engagement	Head of Housing & Communities
October 2013	<u>Treasury Management Mid Year Report</u>	All	Cabinet	Deputy Leader of the Council	Head of Resources
Nov 2013 Jan/March 2014	<u>Financial Update</u>	All	Cabinet	Deputy Leader of the Council	Head of Resources
Nov/Dec 2013	<u>Local Council Tax Support scheme</u>	All	Cabinet Council /Dec	Deputy Leader of the Council	Head of Resources

Date	<u>Item</u>	Council Priority	Decision by Council/ Cabinet	Lead Member	Lead Officer(s)
November 2013	<u>New Local Plan Update</u>	Regeneration & Homes	Cabinet	Leader	Head of Neighbourhoods & Regeneration
November 2013	New Corporate Plan	All	Cabinet	Leader	Head of Performance & Service Support
February 2014	Budget and Policy Framework To consider and make recommendations to Council on the Council tax and budget setting	Improving the Council	Cabinet/ Council	Deputy Leader	Head of Resources

CABINET

16th October 2013

Subject: Off – Street Parking Charges and Waiting Restrictions

Cabinet Member: Councillor Riley – Environment and Street Scene

**Councillor Stanley – Deputy Leader of the Council,
Corporate Policy, Resources and Performance**

1. Purpose of Report

The purpose of this report is to consider modifications to the draft off Street Traffic Regulation Order in response to representations received during the public consultation period and to seek approval to endorse the making of the new Order.

2. Links to Council's Priorities and Objectives

Environment – Civic Pride and Improving the Council.

3. Recommendations

It is recommended that Cabinet:

1. Endorses the proposed modifications to the draft Traffic Regulation Order; and
 2. Authorises the Head of Environment in consultation with the Cabinet Member for Environment and Street Scene to consider any representations received in response to public notice of the modifications and
 3. Confirms its decision to proceed with the making of the Order.
-

4. Background

- 4.1 At its meeting on 15 March 2011 Cabinet resolved to refer off street car parking policy and charges to the Environment Policy Development Group (EPDG) for review.

- 4.2 The Council owns and operates a number of car parking facilities throughout the Borough. Historically these assets have been managed without a parking strategy to steer their provision and development.
- 4.3 The key issues and challenges which were identified during the review were:
- Lack of an off-street parking policy to steer provision and management of off-street parking facilities
 - Ad hoc/reactive management/maintenance and deteriorating condition of car parks with resultant need to upgrade car parking facilities
 - Inconsistent charging policy across the Borough
 - Off-street car parks need to support local businesses/issues with long term parking
 - General acceptance that it is reasonable to charge for parking
 - Shortcomings of the Council's existing Off- Street Traffic Regulation Order in terms of car park usage.
- 4.4 Having acknowledged the key issues facing the Service, the following service objectives have been endorsed by Cabinet:
- Ensure the provision of well maintained and safe off-street parking facilities through improved asset management arrangements;
 - Ensure a consistent charging regime is in place which is affordable and fair;
 - Support local businesses by ensuring that Council operated car parks are being used for their intended purpose;
 - Ensure suitable conditions are in place to control usage of Council operated car parks;
 - Realise maximum benefit from the Council's car parking assets and to recognise their potential for development as brown field sites;
 - Ease traffic congestion by ensuring that off-street parking provision and controls align with on- street parking availability and controls;
 - Provide effective and targeted parking enforcement; and
 - Effectively promote Council operated car parking provision in the borough.
- 4.5 Five key types of car parks based on intended usage have been identified. Namely these are;
- Town Centre Short Stay
 - Long Stay
 - Seasonal
 - Commuter
 - Council Facility
- 4.6 Each of the Council operated car parking facilities has been placed in one of these categories (Appendix 1) and Cabinet has endorsed the principle that there should be a consistent management approach to each of these car park types, as far as is practicable.
- 4.7 At its meeting in February 2013, Cabinet resolved to endorse the waiting restrictions, charges and charging hours as set out in Appendix 2 and to

consult on the proposals prior to endorsing the making of the Traffic Regulation Order.

- 4.8 Consultation on the proposed waiting restrictions and charging regime commenced week commencing 10 June 2013 and ran until 8 July.
- 4.9 There was a significant response to the consultation. In addition to the 200 individual responses, four petitions were received. Namely, these were from:
- South Benfleet Primary School Governors – 15 signatures. Concerned about the safety of 400 plus children.
 - Richmond Hall and Richmond Avenue – 5,024 signatures. Disagree with the proposed charges.
 - Hart Road, Thundersley – 1160 signatures. Concerned about impact on local businesses and child safety if charges are introduced.
 - Oak Road, Canvey – Electronic petition submitted by Tyler Law - 600 signatures opposing the charges.
- 4.10 In addition to these petitions we were also provided with 54 responses from a survey undertaken via the Castle Point Neighbourhood website which provides some useful information on usage, etc.

The main comments that emerged during the evaluation process which Cabinet will need to have regard to relate to:

- The need to ensure that any changes do not have an adverse impact on local businesses;
 - The need to consider the impact of any displacement parking particularly where there is no off street long stay parking;
 - The need to consider the number of shops served by the car parks and the likely time shoppers spend in them (any car park charge needs to be proportionate to spend);
 - The need to consider the impact of any changes on school drops offs; and
 - The need to consider any issues specific to individual car parks.
- 4.11 In response to the representations received, the draft Traffic Regulation Order has been modified as detailed in Appendix 2 and it is proposed to proceed with the making of the Order.
- 4.12 In particular, the amendments ensure that there is free car parking in each of the main shopping areas, i.e. Hadleigh (Homestead and Castle Lane), Thundersley (Hart Road), Benfleet (Richmond Avenue) and Canvey (The Paddocks). Thorney Bay car park has been re-categorised as a car park associated with a Council facility because of its closeness to the new playground and will now be free. Short stay town centre car parking will be free on Saturdays. Short stay parking in the designated short stay bays at School Lane car park will be free on Saturdays but there will be a new daily charge of £2 for parking in non designated bays on a Saturday.
- 4.13 The revised proposals are consistent with the service objectives as they will generate additional income which can be used to improve the condition of the chargeable car parks over and above essential maintenance work, will ensure a more uniform approach to charging for use of Council operated car parks,

will support local businesses by ensuring short stay car parking is used for its intended purpose in the main towns within the borough and will ensure that waiting restrictions are consistent with the intended use of the car parks.

5. Corporate Implications

(a) Financial Implications

Changes to the originally proposed charging regime and delays in implementation have impacted on the income that will be generated. Further financial modelling has been undertaken to assess the implications for the Council and the results of this modelling are detailed in Appendix 3, which also shows the financial model originally approved in February 2013.

The model approved in February 2013 assumed a start date of July 2013 but realistically it will not be possible to implement the new charges and waiting restrictions now until February 2014.

It had been proposed that £240k of reserves would be used in order to avoid any delay in starting the refurbishment programme. This decision has been reviewed in light of the proposed changes to the charging regime following the public consultation which reduce the amount of income generated. Rather than make use of Council reserves to fund the upfront improvements to the car parks it is proposed that the additional income generated from the new charges be reinvested following receipt, initially to improve the car parks where charges are applied.

Initial set up costs of signage and machinery would be incurred in year 1 (2013/14). These would broadly be recovered from the income generated in year 2 (2014/15), meaning that income from year 3 (2015/16) would then be available for improvement works. Levels of additional income will be monitored and the available funds for works adjusted accordingly.

Minimal maintenance will be undertaken in car parks not associated with the use of Council land or facilities where no charges apply.

The model also includes the proposed changes to charges at School Lane, which were not part of the version originally approved in February.

(b) Legal Implications

A new Off Street Traffic Regulation Order is required to be made if there are to be changes to the existing maximum stay periods, the hours during which charges will apply and the charges which will be applied.

Having already advertised the proposed changes to the Order, as agreed in February 2013, it will be necessary to give notice of the revised charging/waiting restrictions and allow a period of 21 days for representations to be made on the modifications. Cabinet is invited to delegate authority to the Head of Environment in consultation with the Cabinet Member for Environment and Street Scene to consider any representations.

Thereafter it will be necessary to confirm the new Order by way of a Public Notice in a local newspaper at least three weeks prior to the implementation of the new Order.

(c) Human Resources and Equality Implications

Human Resources

Chelmsford City Council is responsible through a Service Level Agreement for enforcing the Council's off street parking restrictions. An additional ten hours parking enforcement has been allowed for in the financial modelling. This will need to be kept under review to ensure that the enforcement resource is in line with the needs of the service.

Equality Implications

There are no plans to change the current policy whereby parking is made available free of charge for blue badge holders at all the Council's car parks with the exception of the School Lane car park.

Alternative free long stay parking provision is available close to all town centre areas.

6. Timescale for implementation and Risk Factors

The implementation of new Traffic Regulation Order will take effect from 1 February 2014. Delays in installing the new pay and display machines could delay the implementation of charges in the car parks where there are currently no charges.

Background Papers

Information packs and presentations to EPDG on 18 October 2011, 14 December 2011, 26 January 2012 and 20 March 2012.

Cabinet report - 21 March 2012.

Report and information pack to Environment Policy & Scrutiny Committee on 22 October 2012

Presentation and information pack provided to Environment Policy & Scrutiny Committee on 22 January 2013.

Cabinet report – 20 February 2013

Report Author: Trudie Bragg, Head of Environment

Categorisation of Council owned/operated car parks

Seafront seasonal car parks

- Labworth large car park, Canvey Island
- Labworth small car park, Canvey Island
- Lubbins seafront, Canvey Island
- Thorney Bay, Canvey Island

• **Town centre car parks (Short stay)**

- Hart Road, Thundersley
- Homestead Road, Hadleigh
- Oak Road, Canvey Island
- Rectory Road, Hadleigh
- Essex Way, Benfleet
- Richmond Hall, Benfleet

Long stay car parks

- Richmond Avenue, Benfleet
- Castle Lane (Endway), Hadleigh

Commuter car parks

- School Lane, Benfleet

Car park associated with Council operated facility

- The Paddocks, Canvey Island
- Tewkes Hall, Canvey Island
- King Georges Playing Field, Canvey Island
- Canvey Heights (limited car parking)
- Swans Green Hall, Thundersley
- Woodside Park and Pavilion, Thundersley
- Council offices/Runnymede Pool and Hall, Kiln Road, Thundersley
- John H Burrows main car park, Hadleigh
- John H Burrows small car park, Hadleigh
- Smallgains, Canvey Island
- Brook Road Bowls Club, Benfleet
- Brook Road Pavilion, Benfleet
- Waterside Farm Leisure Centre, Canvey Island

APPENDIX 2

Revised Car Parking Proposals following consultation

Car Park	Current arrangements	Draft Order proposals	Revised proposals
School Lane	<p>Charging period 9.00 a.m. to 5.00 p.m. Monday – Friday, excludes bank holidays.</p> <p>No waiting restriction.</p> <p>Daily charge £4.70 (no exemption for blue badge holders)</p>	<p>Charging period 9.00 a.m. to 5.00 p.m. Monday – Friday, excluding bank holidays.</p> <p>No waiting restriction.</p> <p>Daily charge £4.70 (no exemption for blue badge holders).</p> <p>Short stay (limited places) - £1 for up to 3 hours</p> <p>£110 – annual resident parking permit for eligible properties only (one per household)</p>	<p>Charging period (long stay spaces) 9.00 a.m. to 5.00 p.m. Monday – Saturday, excluding bank holidays.</p> <p>Charging period (designated short stay spaces) Monday – Saturday (excluding bank holidays) 9.00 a.m. to 5.00 p.m.</p> <p>No waiting restriction for long stay. Short stay - Max. stay 3 hours (no return within 2 hours)</p> <p>Daily charge Mon – Fri £5.00 (no exemption for blue badge holders). Saturday –£2</p> <p>Short stay (limited places) Monday – Friday: 40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs. (no exemption for blue badge holders) Saturday - free</p> <p>£110 – annual resident parking permit for eligible properties only (one per household)</p>

Car Park	Current arrangements	Draft Order proposals	Revised proposals
		Annual season ticket (doctor's surgery only) -£570	Annual season ticket (doctor's surgery only) -£570
Essex Way	Charging period 9.00 a.m. to 5.00 p.m. Monday – Friday, excludes bank holidays. Max. stay 3 hours 50p -1 hour, 70p – 2 hrs, £1.10 – 3 hrs. 3 hours max stay, no return within 2 hrs.	Charging period 9.00 a.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays. Max. stay 3 hours 40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs.	Charging period Monday – Saturday 9.00 a.m. to 5.00 p.m. (excluding Bank Holidays) Max. stay 3 hours, no return within 2 hours Monday – Friday: 40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs. Saturday - free
Hart Road	No charge No waiting restriction	Charging period 9.00 a.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays. 40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs. Max stay – 3 hours	Free Max. stay – 3 hours, no return within 2 hours
Rectory Road	Charging period 9.00 a.m. to 5.00 p.m. Monday to Friday, excludes Saturdays and Bank Holidays.	Charging period 9.00 a.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays.	Charging period 9.00 a.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays.

Car Park	Current arrangements	Draft Order proposals	Revised proposals
	<p>Max waiting not specified but pricing structure suggests max. stay 3 hours</p> <p>50p – 1 hr, 70p – 2 hrs, £1.10 – 3 hrs.</p>	<p>Max waiting – 3 hours</p> <p>40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs.</p>	<p>Max waiting – 3 hours, no return within 2 hours</p> <p>Monday – Friday: 40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs. Saturday: Free</p>
Homestead	<p>No charge</p> <p>Max waiting – 3 hours</p>	<p>Charging period 9.00 a.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays.</p> <p>Max waiting – 3 hours</p> <p>40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs.</p>	<p>Free</p> <p>Maximum waiting – 3 hours, no return within 2 hours.</p>
Richmond Hall	<p>Free</p> <p>Max waiting – 3 hours</p>	<p>Charging period 9.00 a.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays.</p> <p>40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs.</p> <p>Max waiting – 3 hours</p>	<p>Charging period 9.30 a.m. to 3.00 p.m. and 4.00 p.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays.</p> <p>Monday – Friday: 40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs. Saturday: free</p> <p>Max waiting – 3 hours, no return within 2 hours</p>
Oak Road	<p>Free</p>	<p>Charging period 9.00 a.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays.</p>	<p>Charging period 9.00 a.m. to 6.00 p.m. Monday – Saturday, excluding bank holidays.</p>

Car Park	Current arrangements	Draft Order proposals	Revised proposals
	Max waiting – 16 hours	Max waiting – 3 hours 40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs.	Max waiting – 3 hours, no return within 2 hours Monday – Friday: 40p – 1 hour, 80p – 2 hrs, £1.50 – 3 hrs. Saturday: free
Richmond Avenue	Free Max waiting – 16 hours	Charging period 9.00 a.m. to 7.00 p.m. Monday to Saturday, excluding Bank Holidays Daily charge - £2 Max waiting – 16 hours	Free Max waiting – 16 hours
Castle Lane	Free Max. stay 16 hours	Charging period 9.00 a.m. to 7.00 p.m. Monday to Saturday, excluding Bank Holidays £2 per day (max stay 16 hours) Max stay 16 hours	Free Max. stay 24 hours
Labworth (large)	Charging period 9.00 a.m. to 5.00 p.m. Good Friday to 30 September. Max. stay 16 hrs. 1 hr – 50p 2hr- 70p	Charging period Good Friday to 30 September. 9.00 a.m. – 7.00 p.m. including Bank Holidays. Max stay 16 hours. 50p up to 1 hr, 70p up to 2 hrs, £1.10 up to 3 hrs, >3 hours £2.	Charging period Good Friday to 30 September. 9.00 a.m. – 7.00 p.m. including Bank Holidays. Max stay 16 hours. 50p up to 1 hr, 70p up to 2 hrs, £1.10 up to 3 hrs, >3 hours £2.

Car Park	Current arrangements	Draft Order proposals	Revised proposals
	All day - £2.10		Permits - £105 per summer season
Labworth (Small)	Charging period 9.00 a.m. to 5.00 p.m. Good Friday to 30 September. Max. stay 3 hours 1 hr – 50p 2hr- 70p All day - £2.10	Charging period Good Friday to 30 September. 9.00 a.m. – 7.00 p.m. including Bank Holidays. Max stay 16 hours. 50p up to 1 hr, 70p up to 2 hrs, £1.10 up to 3 hrs, >3 hours £2.	Charging period Good Friday to 30 September. 9.00 a.m. – 7.00 p.m. including Bank Holidays. Max stay 16 hours. 50p up to 1 hr, 70p up to 2 hrs, £1.10 up to 3 hrs, >3 hours £2.
Lubbins	No waiting restriction or charge for use.	Charging period Good Friday to 30 September. 9.00 a.m. – 7.00 p.m. including Bank Holidays. Max stay 16 hours. 50p up to 1 hr, 70p up to 2 hrs, £1.10 up to 3 hrs, >3 hours £2.	Charging period Good Friday to 30 September. 9.00 a.m. – 7.00 p.m. including Bank Holidays. Max stay 16 hours. 50p up to 1 hr, 70p up to 2 hrs, £1.10 up to 3 hrs, >3 hours £2.
Thorney Bay	No waiting restriction or charge for use.	Charging period Good Friday to 30 September. 9.00 a.m. – 7.00 p.m. including Bank Holidays. Max stay 16 hours. 50p up to 1 hr, 70p up to 2 hrs, £1.10 up to 3 hrs, >3 hours £2.	Free No waiting restriction
Waterside Farm Leisure centre	No waiting restriction or charge for use.	Max. stay 4 hours	Max. stay 4 hours, no return within 2 hours
All other Council car parks	No waiting restriction or charge for use.	Max. waiting 24 hours	Max. waiting 24 hours, no return within 2 hours

Car parks - updated calculations September/October 2013

	£	£	£	£	£
Charging structure approved February 2013 (Year 1 based on an assumed start date of 1st July 2013)	Year 1 - 2013/14	Year 2 - 2014/15	Year 3 - 2015/16	Year 4 - 2016/17	Total Years 1 to 4
Estimated additional income	(94,300)	(134,800)	(134,800)	(134,800)	(498,700)
Ongoing additional operating costs, including staggered increases in general R&M provision	19,700	34,500	39,500	44,500	138,200
Revenue set up costs - principally machinery and signage	120,000	0	0	0	120,000
Net (surplus) / deficit before one-off repairs programme costs	45,400	(100,300)	(95,300)	(90,300)	(240,500)

	£	£	£	£	£	£
Revised proposals September/October 2013 (Year 1 based on an assumed start date of 1st Feb 2014, apart from seasonal car park changes which take effect from start of 2014 season.)	Year 1 - 2013/14	Year 2 - 2014/15	Year 3 - 2015/16	Year 4 - 2016/17	Year 5 - 2017/18	Total Years 1 to 5
Estimated additional income	(1,200)	(66,400)	(66,400)	(66,400)	(66,400)	(266,800)
Estimated additional income - School Lane	(5,900)	(27,100)	(27,100)	(27,100)	(27,100)	(114,300)
Ongoing additional operating costs, including staggered increases in general R&M provision	2,700	23,700	23,700	23,700	28,700	102,500
Revenue set up costs - principally machinery and signage	88,500	0	0	0	0	88,500
Net (surplus) / deficit before repairs programme costs	84,100	(69,800)	(69,800)	(69,800)	(64,800)	(190,100)

CABINET

16th October 2013

Subject: Housing Progress Report

Cabinet Member: Councillor Mrs B Egan – Homes & Customer Engagement

1. Purpose of Report

To provide the quarterly progress report for the Housing Service for the quarter ending 30 September 2013.

2. Links to Council's priorities and objectives

The Housing service is explicitly linked to the Regeneration & Homes priority.

3. Recommendations

That Cabinet notes the progress and achievements for the last quarter period and requests officers to provide future quarterly progress reports.

4. Background

4.1 The period covered by this report has continued to see improvements being made by the Housing Service and significant progress of some major projects. The Service continues to evolve and strives to meet the challenges of ensuring that the stock meets the needs of Tenants. This report provides information on the progress being made and the achievements of the Service to date.

5. Summary of Achievements

5.1 Chapman Court Improvement Programme

5.1.1 The works at Chapman Court have been making good progress. The contract is being closely monitored by South Essex Homes to ensure that the project remains on target for completion in December 2013.

5.1.2 A recent meeting was held with residents who remain very positive about the project and they have contributed to the process for designing the courtyard surface and the positioning of planters, drying lines etc.

5.1.3 The options for renaming of the scheme were discussed with residents and the three options were voted on. The proposed name for the scheme is Ozonia Gardens which is now being considered through the street and property naming process.

5.2 Gowan Court Refurbishment Programme

5.2.1 The works at Gowan Court commenced in September and already good progress is being made. The contract is being closely monitored by South Essex Homes.

5.2.2 The replacement heating system for the scheme is due for completion in November and supplementary heating is currently being provided to residents.

5.2.3 The refurbishment of the first four bedsits is progressing. These properties will be used to accommodate residents during the refurbishment of their own properties. Residents are being involved and are being fully supported with advice and assistance during the process.

5.3 Responsive Repairs and Gas Servicing Contracts

5.3.1 The contracts with the current providers of these services both expire in March 2014.

5.3.2 The response to the Pre-Qualification Questionnaire (PQQ) has been evaluated to ensure that organisations expressing their interest in this work meet the necessary criteria. The shortlist of organisations who met the necessary requirements of the PQQ has been obtained and those organisations will receive the Invitation to Tender (ITT). This should be issued during October.

5.3.3 The responses to the ITT will be evaluated by a panel involving technical expertise, a representative tenant, and a representative of Housing Management.

5.3.4 This procurement process is being managed by South Essex Homes.

5.4 Capital Programme

5.4.1 Contracts have now been finalised for capital works as follows:

- Kitchens and Bathrooms – Mitie Property Services
- Roofing – Keepmoat
- Disabled Adaptations – Main Building Ltd
- Electrical Works – P L Taylor Electrical Services Ltd
- Lift refurbishment at Westwood Court & Willalla House - ThyssenKrupp

5.4.2 The Housing Service is making contact with Tenants, to advise them of the works being undertaken at their property.

5.4.3 The lift refurbishment has been completed at Westwood Court and some initial problems have been encountered. These are being addressed by the contractor.

5.5 Welfare Reforms

- 5.5.1 The Service continues to make contact with tenants who are affected by the changes in welfare benefits and is working closely with the Benefit Service. This includes the Under-occupancy charges, the Housing Benefit Cap and the introduction of Universal Credit.
- 5.5.2 Where tenants are working with the Service to minimise the impact of the changes all possible support is being provided to enable them to manage the process and to move at the earliest opportunity.

5.6 Right to Buy

- 5.6.1 Since 1 April 2013 the Council has completed on eight sales under the Right to Buy legislation. These eight sales have resulted in total income of £455k, of which, dependent upon any future adjustments based on sales levels, £161k could be used to support a minimum £537k expenditure on new developments of affordable housing.
- 5.6.2 The balance of the receipt is split between the Treasury, Local Authority General Fund as well as HRA receipts in respect of Self-financing debt compensation and administration allowance.

5.7 Tenant Participation Compact

- 5.7.1 The Tenant and Leaseholder Group continue to monitor the action plan and representatives of the Group assisted with the Housing stand at the Castle Point Show. This outreach opportunity enabled the Housing Service to provide information regarding the history of social housing within Castle Point and to encourage residents to find out more about the service.
- 5.7.2 The new Sheltered Housing and Leaseholder Handbooks have been developed and are currently being printed. These will be distributed as soon as they available.

6. Corporate Implications

a. Financial Implications

The works noted above have been undertaken within current Housing Budgets.

b. Legal implications

As the Landlord for 1,516 properties we have a duty to ensure that homes meet the appropriate standards.

c. Human resources and equality

The actions outlined in this report will be undertaken within available operational resources.

There are no direct equality implications at this stage from the information provided in this report. However, each individual project is subject to an Equality Impact Assessment as appropriate.

d. Timescale for implementation and risk factors

Monitoring of progress will be undertaken by Cabinet on a quarterly basis.

7. Background Papers:

Cabinet Report October 2012 – Housing Update

Cabinet Report January 2013 – Housing Update

Cabinet Report April 2013 – Housing Update

Cabinet Report July 2013 – Housing Update.

Report Author: Wendy Buck, Head of Housing & Communities

CABINET

16th October 2013

Subject: Update on Regeneration Matters

Cabinet Member: Councillor Mrs Challis OBE Leader of the Council – Strategic Regeneration & Thames Gateway

Councillor Smith – Economic Development & Business Liaison

1. Purpose of Report

1.1 This report is to inform the Cabinet of the strategic regeneration initiatives underway during the third quarter of 2013, as well as those activities which support local businesses in Castle Point.

2. Links to Council's priorities and objectives

2.1 The initiatives described in this report are directly linked to the Council's Regeneration & Homes priority – more local employment and the creation of business opportunities.

3. Recommendations

3.1 That the Cabinet notes the progress underway on these initiatives, and requests that a further update report is made to the Cabinet for the next quarter.

4. Background

4.1 One of the Council's four key priorities is Regeneration & Homes. Objectives within this priority are the creation of more local employment and business opportunities.

4.2 This priority and these objectives form a key component of the work of the Castle Point Regeneration Partnership (CPRP). This partnership comprises public sector and private sector organisations whose shared vision for Castle Point is "a community where everyone can prosper be safe and live in a high quality environment". A key ambition below this high level vision is the regeneration of the local

economy and places, through supporting the regeneration of town centres and key employment areas as well as assisting local businesses to grow and develop skills within the community.

- 4.3 In order to further its vision for Castle Point, the Regeneration Partnership published a Regeneration Framework entitled “Where Ambitions Come Alive” in 2008. This set out the key priorities on which the Partnership focused its work, and which was used to support successful bids for grant from central and regional government for master planning Canvey Island and Hadleigh town centres and for improvements to industrial estates.
- 4.4 The grant awarded to the Partnership has been used to prepare comprehensive master plans for Canvey Island Town Centre and Hadleigh Town Centre, as well as enhance industrial estates at Charfleets on Canvey Island and Manor Trading Estate in Thundersley.
- 4.5 The Cabinet receives a regular update on the activities of the Partnership and the significant regeneration initiatives underway in the Borough. These include initiatives in order to regenerate the Borough’s Town Centres, as well as to support local businesses, and these are more fully described in the attached Appendix. Particular highlights from the last quarter involve;
 - *Canvey Town Centre – discussions underway with development partner and land owners on main town centre and edge of centre sites.*
 - *West Canvey – development opportunities with prospective developers at Northwick Road; West Canvey Members site visit and discussions regarding management plan for part of Canvey Wick SSSI with RSPB.*
 - *Thames Gateway Green Business Initiative – extended with additional government funds and expanded in area to cover Brentwood Chelmsford & Maldon.*

5 Corporate Implications

a. Financial Implications

- 5.1 The initiatives described in this report were funded through regional and government agencies to which claims were made for expenditure incurred.

b. Legal Implications

- 5.2 The Council on behalf of the Regeneration Partnership was the accountable body for the purposes of any government grant.

Accordingly it ensured that all contracts and expenditure were in accordance with its procedures.

c. Human Resources & Equality Implications

5.3 There are no implications of this kind arising from the recommendations in this report.

d. Timescale for implementation & risk factors

5.4 It is recommended that the Cabinet receives regular updates on regeneration initiatives as described in this report together with any apparent risks which need to be managed at that time.

6 Conclusions

6.1 The Regeneration Partnership is continuing to pursue the ambitions described originally in the Regeneration Framework.

6.2 Furthermore officers continue to work with representatives of local businesses in order to provide any necessary advice as well as discussing potential initiatives that may improve their competitiveness as well as the local environment within which they operate.

Background Papers

None

Report Author: Steve Rogers – Head of Regeneration & Neighbourhoods

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
Strategic highways matters	<p>Work on Roscommon Way was completed and the road open to traffic at the end of 2011. Appropriate signage directing goods traffic is now to be reported to the Local Highways Panel.</p> <p>The major upgrade of the Sadler's Farm interchange was completed in March 2013. The A13 Sadler's Farm to Tarpots Corridor works are also complete. Snagging and remediation works to the carriageways and landscaping are presently underway.</p>
Canvey Island	
Canvey Town Centre Master Plan	<p>The Canvey Island Town Centre Master Plan is now a key part of local planning policy after being reviewed by the Special Policy Development Group (SPDG) in March 2012, approved by the Cabinet in April 2012, and adopted in July 2012.</p> <p>Discussions are underway between the Castle Point Regeneration Partnership (CPRP), Aquila (the selected development partner) and relevant landowners in the town centre to enable comprehensive development schemes to come forward. Progress continues to be made in discussions regarding the key strategic site in the town, as well as edge of centre enabling sites.</p>

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
Canvey Skills Campus	The Canvey Skills Campus was completed in December 2012, and a formal opening took place on 19 th March 2013. It is scheduled to be fully operational in this current academic year, with a capacity of 230 users and 14 jobs.
Building Schools for the Future - Canvey	The new Cornelius Vermuyden School and new Castle View School on Canvey are open and in use, providing state-of-the-art educational facilities.
West Canvey	<p>Work continues on the land management of the former oil refinery site at West Canvey, also incorporating an adjacent area of land near to the Site of Special Scientific Interest (SSSI). The Homes & Communities Agency (HCA) has transferred the freehold interest of its part of the SSSI to the Land Trust, together with land for vehicular access and a car park from Northwick Road. The Land Trust has appointed the RSPB to manage the land on its behalf, taking into account advice from Natural England and from Bug Life. Grant aid has been secured from SITA Trust to assist in phase 1 of these works. The West Canvey Members Liaison Group accepted an invitation for a site visit in September, and followed that with a discussion concerning the habitat restoration works of tree removal and bare ground creation at the site. The works are to be reviewed after their first year in operation.</p> <p>The HCA is actively seeking to dispose of its interest in land at Northwick Road to allow a private developer to bring forward business park proposals. Discussions between the relevant parties are at an advanced stage. The site has the benefit of a long-standing planning permission.</p>

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
Hadleigh Matters	
Hadleigh Town Centre Master Plan	<p>The Hadleigh Town Centre Master Plan was referred to the Special Policy Development Group (SPDG) by Cabinet for it to consider how it can be taken forward as supplementary planning guidance. As part of its consideration, traffic matters were considered to be a key issue, and further information was requested.</p> <p>Accordingly further traffic study work was commissioned by the CPRP, and undertaken in the town centre during October 2012. The data from this survey has now been analysed, and Essex County Council as Highways Authority has indicated that it would not be able to support changes to the strategic route network as originally envisaged.</p> <p>The County Council is now considering other adjustments to the highways layout consistent with the ambitions for regeneration of the town centre, as well as the views of the Hadleigh Town Centre Members Liaison Group.</p> <p>The Hadleigh Old Fire Station continues its successful new use as a community arts facility, and is the focus of other community events and uses.</p> <p>The Crown PH was purchased by the Borough Council in March 2011, given its pivotal location in the town centre regeneration plans. This site will form an integral part of the new development proposals for this part of the town centre.</p> <p>The County Council's proposals to designate a public right of way through the site have</p>

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
	<p>been challenged by the Borough Council. The matter is now to be heard by an independent Inspector at a public inquiry on a day and time yet to be arranged, at which evidence will be presented to assist the Inspector in determining the case.</p>
<p>Hadleigh Farm Olympic Legacy</p>	<p>The successful Olympic Mountain Bike event took place on site in August - in a spectator survey of Olympic venue, Hadleigh was mentioned as one of the easiest venues to access.</p> <p>A “one year-on” British Cycling National Round celebration event took place at the venue in August 2013, and a British Cycling National Youth Inter Regions Championship event takes place in early October.</p> <p>Proposals for a legacy facility are now being pursued by Essex County Council in partnership with the Salvation Army. The Borough Council also owns land affected by the legacy facility, and this is also being discussed with the County Council, and will be the subject of a separate report to Cabinet. The legacy proposals involve the creation of permanent recreational trail facilities on land at Hadleigh Farm and land in the Hadleigh Country Park, construction of new permanent visitor centre and replacement business units on land at Sayers Farm; supporting permanent new ancillary infrastructure is to include car parking, access, landscaping and utility services.</p> <p>Funding for the project has recently been agreed by the County Council and contracts have been let for alterations to trails, and the construction of the visitor hub, in accordance with the planning permission. It is anticipated that work will commence on site later in 2013.</p>

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
Hadleigh Hall	<p>A planning brief was agreed by Cabinet for Hadleigh Hall and the John H Burrows Recreation Ground in Rectory Road, Hadleigh to inform any future development.</p> <p>The CPRP tested the potential for redevelopment of the hall through inviting expressions of interest.</p> <p>A proposal from the private sector was received in mid-May to deliver a regeneration solution on part of the site. Cabinet, at its last meeting, agreed that the proposals for a family restaurant and other amenities for the larger sports fields (including changing rooms and toilets) were appropriate and approved further discussion regarding design with the developer; it was also agreed that Hadleigh Members Liaison Group should be consulted on any scheme.</p>
Business matters	
Castle Point Business Forum	<p>The next meeting of the Castle Point Business Forum will take place on 28th November 2013 in Benfleet. This will represent an opportunity to launch the Mayor's Business awards, as well as hear from speakers concerning current business support and development initiatives.</p>
Thames Gateway Green Business Initiative	<p>The Thames Gateway Green Business Initiative was a three year project, and has now come to a conclusion. This has provided a co-ordinated range of support to individual businesses, including expert advice on making business "greener", such as how to use</p>

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
	<p>products and services more efficiently, identifying carbon reduction solutions and providing small capital grants for investment in carbon reduction processes and equipment.</p> <p>As at 23/08/2013, the statistics for Castle Point local business engagement in the programme is summarised as follows:</p> <ul style="list-style-type: none"> • <i>108 Castle Point businesses are actively 'engaged' on the programme. 41 local businesses have received free green business audits.</i> • <i>42 Castle Point businesses have been awarded grant funding totalling £131,987 to implement "low carbon" solutions to their businesses, including apprenticeship grants.</i> <p>A proposal to expand the programme has recently been approved by Government, awarding the programme an additional £559k of European funding. This will enable the programme to continue to benefit businesses in South Essex as well as to extend the programme to three mid-Essex local authorities - Brentwood, Chelmsford and Maldon.</p> <p>The CPRP is continuing to ensure take up of this opportunity by Castle Point businesses.</p>
Industrial Estates Improvements	<p>A programme of works has now been completed at the two main industrial estates. Work at Charfleets Trading Estate involved highway improvements, CCTV provision, entrance features to the estate and landscaping works. On-going maintenance works to the landscaping at the Charfleets northern approach have also been commissioned. A programme of road and direction signage is presently being evaluated for implementation</p>

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
	<p>later this financial year.</p> <p>Entrance feature works at the Manor Trading Estate were also completed including CCTV column provision, kerbing and footway works. Recent discussions have taken place with the occupiers and owners concerning a prospective programme of improvements to the surface of the access roads on the estate, and advice has also been given to businesses by the Environment Agency regarding drainage issues on the estate and in the surrounding area.</p>
Local Enterprise Partnership	<p>The South East Local Enterprise Partnership (SELEP) (covering East Sussex, Essex, Kent, Medway, Southend and Thurrock) has considered and prioritised applications for project funding from the Government's Growing Places Fund.</p> <p>The SELEP has also created thematic groups to advise and promote strategic objectives (Thames Gateway, coastal communities, rural economy and strategic growth locations) and relevant enabling activities (such as transport infrastructure, broadband, skills, financial instruments and research into key industrial sectors).</p> <p>Discussion at the SELEP has most recently focussed on how to promote a more locally based approach to decision-making on key regional and sub-regional issues, and the Thames Gateway South Essex area is seen as a strong and credible sub-regional entity for appropriate decision-taking.</p> <p>The Partnership has also created a Local Transport Body which is now responsible for</p>

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
	<p>the identification and promotion of the strategic regional transport priorities funded by the SELEP.</p>
<p>Integrated County Strategy</p>	<p>In order to ensure that the priorities for Essex are promoted at the regional level, work has been completed on an Integrated County Strategy for Essex. This document highlights key priorities of a County wide significance for investment.</p> <p>The Strategy sets out as its strategic focus three broad areas; Thames Gateway South Essex, key towns (Southend, Thurrock, Basildon, Harlow, Chelmsford and Colchester) and low carbon energy.</p> <p>Within those areas of focus priority themes (such as town centre improvements) and priority investments (such as supporting the delivery of the Thames Gateway port) have been established.</p> <p>A rolling investment fund has also been created by the County Council to support key projects.</p> <p>The County Economic Growth Strategy is also at present under review. A new draft Economic Plan for Essex. It is intended that this document will set out the case for economic development across the county and its respective quadrants, and provide the basis for applications and bids for funds from the LEP/Government and from Europe.</p>

**Regeneration Update
Cabinet October 2013**

PROJECT	POSITION STATEMENT
Thames Gateway South Essex Planning & Transport Board	<p>The Thames Gateway South Essex authorities, transport and port operators meet on a quarterly basis, as the Thames Gateway South Essex Planning & Transport Board, to review key “flagship” projects in the sub-region and to ensure that appropriate liaison across planning and transport schemes is achieved. This also provides an opportunity to advocate the case for investment in projects in the area, as well as ensure co-ordination and co-operation between highway and planning authorities in South Essex.</p> <p>Current strategic planning and highways matters include delivery of key strategic housing and employment sites, delivery of key transport improvements, consideration of the Lower Thames Crossing issues and aviation capacity matters.</p>

CABINET

16th October 2013

Subject: Treasury Management Activity Mid-Year Report

Cabinet Member: Councillor Stanley – Corporate Policy, Resources and Performance

1. Purpose of Report

The mid year treasury report is a requirement of the Council's reporting procedures. It summarises the Council's treasury management activity for the first five months of the current financial year. Supporting information is provided within Annexes A, B and C.

The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes through Regulations issued under the Local Government Act 2003.

This report follows an equivalent report submitted to Audit Committee on 23 September 2013 which also reported performance for the first five months.

2. Links to Council's priorities and objectives

The scrutiny and approval of the Council's Treasury Management activity is linked to the Council's objective of Improving the Council through sound financial management.

3. Recommendation:

That following scrutiny, the Treasury Management Activity Mid-Year Report for 2013/14 is approved.

4. Treasury Management Activity Mid-Year Report 2013/14

4.1 Introduction

- 4.1.1 Treasury management is:- *“The management of the organisation’s cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”*
- 4.1.2 The Code of Practice requires the Council to annually set a Treasury Management Strategy and Investment Strategy. The strategies for the 2013/14 financial year were approved by Council on 20 February 2013.
- 4.1.3 This report confirms that Treasury Management activity during the year to date has been undertaken in accordance with strategy and in consultation, where appropriate, with our external adviser, Sector Treasury Services Ltd.

4.2 Borrowing

- 4.2.1 There have been no changes in the Council’s borrowing position from that reported at the end of the previous financial year, other than timed and budgeted interest repayments. A summary of external borrowing at 31 August 2013 is shown at Annexe A for the General Fund and Annexe B for the HRA debt.
- 4.2.2 Annexe A shows that interest paid on General Fund borrowings for the year to date is £8 (0.0%) less than budgeted.
- 4.2.3 Annexe B shows that interest paid on HRA borrowings is £21 (0.0%) more than budgeted.
- 4.2.4 As previously reported to Audit Committee members the Council has £2m of General Fund debt maturing in December 2013. It is anticipated, in agreement with Sector, that this debt will not need to be replaced with new loans, resulting in a reduction in overall debt levels and a corresponding saving in annual interest costs.

4.3 Investments

- 4.3.1 The investment activity during the year to date conforms to the approved strategy, and the Council has had no liquidity difficulties. Investments are managed internally using only those institutions which meet the Council’s strict investment criteria, within a permissible range of periods, depending on the Council’s cash flow and the interest rates on offer.
- 4.3.2 Investments to date in 2013/14 continue to be primarily with AAA rated Money Market Funds. A Money Market Fund is a pooled source of funds invested in a wide range of short term investments, and managed by an independent fund management company. Frequently these are well known banks or investment houses. AAA is the highest investment rating available and means that there is very low credit risk in an institution which is awarded that rating.
- 4.3.3 Funds have also on occasion been placed with the Debt Management Office (DMO), an executive agency of HM Treasury.

- 4.3.4 With the exception of the DMO, no individual deposit with any institution exceeds £2m at any one time and the maximum term for an investment is currently limited to three months. Internal guidance ensures that at least 60% of its investments at any time are placed with institutions rated AAA.
- 4.3.5 Annexe C summarises the Council's temporary investment activities for the year to date. The amount available for investment varies daily according to the Council's aggregate financial position on all activities. As at the end of August 2013 the amount invested was £15.7m and the average amount invested for the year to date was £17.2m.
- 4.3.6 Annexe C also shows that the amount of interest received on investments to date is £23,688. This is over budget by £5,988 (33.8%). Average investment interest rates are currently slightly lower than budgeted - the LIBID rate (London Inter Bank Bid Rate - the rate at which major London banks borrow from each other) for 2013/14 to date is 0.36%. The average rate earned to date in the current year by the Council is 0.33%, i.e. slightly below LIBID. However this is compensated by investment balances which are currently more than budgeted, resulting in more income than budgeted.
- 4.3.7 Any changes required to the interest budgets will be addressed in the forthcoming budget cycle.

4.4 Benchmarking

- 4.4.1 The current position on three benchmark indicators for 2013-14, explained in the Annual Investment Strategy, is reported as follows:
- Security - Weighted Credit Rating Score for the year to date of 7 exceeds the target of 4.
 - Liquidity – Weighted Average Life remains at an extremely liquid level, currently averaging 1 day.
 - Yield – Interest received on investments currently exceeds target as reported above

5 Corporate Implications

a Legal implications

The Council's treasury management activities are regulated by a variety of professional codes, statutes and guidance, including:

- The Local Government Act 2003, and associated Statutory Instruments;
- The CIPFA Prudential Code for Capital Finance in Local Authorities;
- The CIPFA Code of Practice for Treasury Management in the Public Services.

The Council continues to comply with all of the relevant statutory and regulatory requirements.

b Financial implications

Any required changes in interest estimates will be implemented as part of the forthcoming 2014/15 budget cycle.

c Human resource and equality implications

There are no new implications.

d Timescale for implementation and risk factors

A mid-year report is now presented to the Audit Committee during September each year and subsequently reported to Cabinet.

6 Conclusion

The results for the five months to 31 August 2013 continue to demonstrate prudent and efficient treasury management.

Background Papers:

Chartered Institute of Public Finance and Accountancy: *Code of Practice for Treasury Management in the Public Services*.

CPBC: *Treasury Management and Investment Strategy Statement for 2013/14*.

Audit Committee 23 September 2013: Treasury Management Activity Mid-Year Report

Report Author: Ian Stapleton – Financial Services Manager

**Summary of General Fund Loan Transactions and Interest Payable (accrued daily)
for the period to 31st August 2013**

Annexe A

Loan Transactions Activity for the Period

Type of Loan	Amount o/s 01/04/2013 £	Loans Repaid £	Amount o/s 31/08/2013 £
Public Works Loan Board	7,325,112	0	7,325,112
Total	7,325,112	0	7,325,112

**Interest Payable
Comparison of Estimate with Actual**

Original Estimate 2013/14 £	Actual Interest 31/08/2013 £	Variance 31/08/2013 £
168,800	168,792	8
168,800	168,792	8 0.0%

Interest Rates

Average interest rate on Castle Point B.C.
loans outstanding for the period to 31/08/13 **5.50%**

Interest Rates	From	Range	To
Public Works Loan Board	3.700%		9.375%

Bank Base Rates

	%
11/01/2007	5.25
11/05/2007	5.50
06/07/2007	5.75
06/12/2007	5.50
07/02/2008	5.25
09/04/2008	5.00
08/10/2008	4.50
06/11/2008	3.00
04/12/2008	2.00
08/01/2009	1.50
05/02/2009	1.00
05/03/2009	0.50
31/08/2013	0.50

**Summary of HRA Loan Transactions and Interest Payable (accrued daily)
for the period to 31st August 2013**

Annexe B

Type of Loan	Loan Transactions Activity for the Period			Interest Payable Comparison of Estimate with Actual		
	Amount o/s 01/04/2013 £	Loans Repaid £	Amount o/s 31/08/2013 £	Original Estimate 2013/14 £	Actual Interest 31/08/2013 £	Variance 31/08/2013 £
	PWLB HRA	36,451,000	0	36,451,000	457,300	457,321
Total	36,451,000	0	36,451,000	457,300	457,321	-21 0.0%

Interest Rates

Average interest rate on Castle Point B.C. loans outstanding for the period to 31/08/13	2.98%
Interest Rates	Range
Public Works Loan Board	From 2.310% To 3.490%

Bank Base Rates

	%
11/01/2007	5.25
11/05/2007	5.50
06/07/2007	5.75
06/12/2007	5.50
07/02/2008	5.25
09/04/2008	5.00
08/10/2008	4.50
06/11/2008	3.00
04/12/2008	2.00
08/01/2009	1.50
05/02/2009	1.00
05/03/2009	0.50
31/08/2013	0.50

Summary of Temporary Investments and Interest Received (accrued daily) for the period to 31st August 2013

Type of Borrower	Amount Invested 01/04/2013 £	Investments Made in the Year £	Investments Repaid in the Year £	Amount Invested 31/08/2013 £
Investments by Value:				
Debt Management Office	0	16,520,000	16,520,000	0
Local Authorities	0	0	0	0
Money Market Funds	12,200,000	39,930,314	36,460,314	15,670,000
Co-op Bank plc - Call Account	1,970,208	2,202,416	4,172,624	0
Building Societies	0	0	0	0
Total	14,170,208	58,652,730	57,152,938	15,670,000
	Number	Number	Number	Number
Number of Investment Transactions:				
Debt Management Office	0	11	11	0
Local Authorities	0	0	0	0
Money Market Funds	22	49	50	21
Co-op Bank plc - Call Account	9	13	22	0
Building Societies	0	0	0	0
Total	31	73	83	21

Temporary Investments

Interest Received on Temporary Investments for the period to 31st August 2013

	£
Actual Interest Received	23,688
Original estimate	17,700
Variance	5,988 33.8%

Average Balance for the Period	17,232,540
Average Interest Rate for the Period	0.33%
Benchmark: Average 7-Day LIBID Rate	0.36%

CABINET

16th October 2013

Subject: Update on Safer Communities Initiatives

**Cabinet Member: Councillor G Isaacs
Neighbourhoods and Safer Communities**

1. Purpose of Report

This report is to update the Cabinet on the position with neighbourhood and safer community matters.

2. Links to Council's priorities and objectives

The initiatives described in this report are directly linked to the Council's Community Safety priority – reducing levels of crime by working with the police and other parties – and the Improving the Council priority by engaging the community in local decision-making.

3. Recommendation

That the Cabinet notes the activities regarding neighbourhoods and safer community matters from the previous month as set out in the report.

4. Background

4.1 The Council is an integral partner in a number of key partnerships across the Borough.

4.2 The Local Strategic Partnership (LSP) for Castle Point and Rochford works as an overarching strategic body ensuring the delivery of the Sustainable Community Strategy. In particular the "Feeling Safer" ambition involves the police, probation officers and other partners.

4.3 The Community Safety Partnership (CSP) is a statutory partnership established by the Crime and Disorder Act 1998. It is a partnership between the police, local authorities, the probation service, health authorities, the voluntary sector, local residents and businesses. The Council is a leading partner in the Castle Point and Rochford Community Safety Partnership.

5. Progress and activities

- 5.1 Notification has been received from the Police and Crime Commissioner that the application for a combination agreement between Castle Point and Rochford CSPs has been approved. This formalises the merger of the two partnerships, which will now be known as Castle Point and Rochford District CSP.
- 5.2 Funding from the CSP was recently granted to the following initiatives to address its local priorities:
- Trading Standards Home Safety Project - testing small domestic electrical appliances, smoke alarms, electric blankets, fire service referrals & burglary prevention advice borough wide
 - London Bus Theatre Company – Film Making Project on Canvey Island using young people from targeted anti-social behaviour (ASB) hotspots.
 - Legacy XS – operation of café at Waterside Farm Canvey Island, adjacent to skate park - providing diversionary activities, skills training & volunteering opportunities
 - Canvey Youth Project - delivery of outreach, counselling, mentoring, educational workshops and event awareness sessions with particular advice and support on alcohol issues
 - Operation Pepper – Resources for Police operation targeting shoplifting across the borough.
 - Mediation Service – continuation of mediation service for neighbour disputes involving ASB, across the borough
- 5.3 Figures for the three months of June, July and August 2013 show all reported crime has reduced by 55 incidents compared to 833 recorded in same period last year. Figures for reported ASB show a slight rise for the same three month period – 642 incidents in June, July and August 2013, compared to 595 in the same period last year. However the full rolling year figure September 2012 to August 2013 shows a reduction of 183 reported incidents of ASB compared to the previous year total of 2,150
- 5.4 The Police and Crime Commissioner Nick Alston is organizing a public meeting in every district of Essex, twice a year. He describes these as important events for everyone who cares about the way in which their community is policed, and who wants to meet with him and find out the facts about crime in their area.
- 5.5 The next meeting for Castle Point is at The Paddocks on Thursday 7th November from 6.30pm – 8.30pm. All are welcome to attend and people can pop in and leave at any time throughout the meeting.

6. Corporate Implications

a. Financial implications

There are no financial implications arising from the recommendations in this report.

b. Legal implications

There are no legal implications arising from the recommendations in this report.

c. Human resources and equality implications

There are no human resource or equality implications arising from the recommendations in this report.

d. Timescale for implementation and risk factors

The projects described in this report are on-going matters.

7. Conclusions

The Council continues to carry out regular engagement on a variety of matters to ensure the safety of communities in Castle Point.

Background Papers:

None

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