

# Place Services and Economic Growth Scrutiny Committee

<b>10:00</b>	<b>Thursday, 23 January 2014</b>	<b>Committee Room 1, County Hall, Chelmsford, Essex</b>
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**Quorum: 5**

Councillor S Walsh  
Councillor Alan Bayley  
Councillor M Buckley  
Councillor A Erskine  
Councillor I Grundy  
Councillor T Hedley  
Councillor I Henderson  
Councillor R Hirst  
Councillor D Kendall  
Councillor M Maddocks  
Councillor C Pond  
Councillor S Robinson  
Councillor J Spence  
Councillor A Wood

Chairman

**For information about the meeting please ask for:**

Sophie Campion, Committee Officer

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Essex County Council



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## Part 1

(During consideration of these items the meeting is likely to be open to the press and public)

		Pages
1	<b>Apologies and Substitution Notices</b> The Committee Officer to report receipt (if any)	
2	<b>Declarations of Interest</b> To note any declarations of interest to be made by Members	
3	<b>Minutes</b> To approve as a correct record the Minutes of the meeting held on Thursday 24 October 2013.	5 - 12
4	<b>Recycling Centres for Household Waste</b> To consider report PSEG/01/14 on the development of a service delivery and infrastructure strategy for the Recycling Centres for Household Waste (RCHW) Service.	13 - 18
5	<b>Local Highways Panels</b> To receive report PSEG/02/14 and a briefing from Councillor Bass, Cabinet Member for Highways and Transportation, on the Local Highways Panels.	19 - 20
6	<b>Economic Growth Strategy</b> To note report PSEG/03/14.	21 - 28
7	<b>Country Parks</b> To note report PSEG/04/14.	29 - 34
8	<b>Part Night Lighting Scrutiny Review</b> To note the update report on the Scrutiny Review PSEG/05/14.	35 - 36
9	<b>Call In - Part Night Street Lighting Colchester</b> To note report PSEG/06/14 on the outcome of the Call In of decision FP/294/08/13 on the Implementation of Part Night Lighting in Colchester Borough.	37 - 42
10	<b>Call In - Part Night Street Lighting Castle Point and Epping Forest</b> To note report PSEG/07/14 on the outcome of the two decisions called in under reference: KD06 FP/295/08/13 for the implementation of Part Night Lighting in Castle Point and Epping Forest.	43 - 48



- 11 Call In - North Essex Parking Partnership 49 - 54**  
To note report PSEG/08/14 on the outcome of the Call In of decision FP-383-11-13 relating to Minute 25 of the North Essex Parking Partnership Joint Committee meeting held on 31 October entitled 'On-Street Permits and Parking Report'.
- 12 Work Programme and Updates 55 - 62**  
To consider report PSEG/09/14 on the Committee's Work Programme.
- 13 Dates of Future Meetings 63 - 64**  
To note report PSEG/10/14 on the dates of future meetings for 2014/15.
- To note that the next scheduled activity is due to take place on Thursday 27 February 2014.
- 14 Urgent Business**  
To consider any matter which in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.

### **Exempt Items**

(During consideration of these items the meeting is not likely to be open to the press and public)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, Members are asked to decide whether, in all the circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

- 15 Urgent Exempt Business**  
To consider in private any other matter which in the opinion of the Chairman should be considered by reason of special circumstances (to be specified) as a matter of urgency.



**MINUTES OF A MEETING OF THE PLACE SERVICES & ECONOMIC  
GROWTH SCRUTINY COMMITTEE HELD AT COUNTY HALL,  
CHELMSFORD ON 24 OCTOBER 2013**

**Present:**

Councillor S Walsh (Chairman)	Councillor R Hirst
Councillor M Buckley	Councillor J Huntman
Councillor T Cutmore	Councillor D Kendall
Councillor M Danvers	Councillor M Maddocks
Councillor A Erskine	Councillor C Pond
Councillor I Grundy	Councillor S Robinson
Councillor C Guglielmi	Councillor A Wood

Also in attendance were Councillor A Naylor, Cabinet Member for Public Health and Wellbeing and Councillor B Aspinell.

**1. Apologies and Substitution Notices**

The Committee Officer reported apologies for absence from Councillors J Spence, A Hedley and I Henderson with the substitutes being Councillors T Cutmore, C Guglielmi and M Danvers respectively.

**2. Declarations of Interest**

The following declarations of personal interest were given:

Councillor T Cutmore as District Council representative on the Parking Partnership, in relation to Minute 5 – Parking Partnerships.

Councillor I Grundy as the former Chairman of the South Essex Parking Partnership, in relation to Minute 5 – Parking Partnerships.

**3. Minutes**

The Minutes of the Committee meeting held on 26 September 2013 were approved as a correct record and signed by the Chairman subject to the following amendments:

- Minute 4 – Councillor Pond wished to clarify that reference to a point he had made should be amended to read ‘Councillor Pond suggested that given the experience with Chelmsford Park and Ride, the economics and desirability of a Park and Ride scheme in Colchester should be revisited.’
- Appendix to Minute 7 under the heading ‘Consultation process’, last paragraph, the word ‘trance’ should be replaced with the word ‘tranche’.

**4. Local Highways Panels Call In**

The Committee considered report PSEG/07/13 on the two Call Ins received in respect of decision FP/282/08/13 on Local Highway Panel (LHP) Budget



Allocations. Councillor R L Bass, Cabinet Member for Highways and Transportation was in attendance for this item. He was accompanied by Chris Stevenson, Head of Strategy and Engagement and Sean Perry, Strategy and Engagement Manager.

- Following the procedure for considering a Call In each Councillor responsible for the Call In was given the opportunity to make the case for calling in the decision.

With reference to his Notification of Call set out in the report, Councillor S Robinson explained his reasons for calling in the decision including a proposal to review the reallocation of the LHP budget, and to consider using some of the under-spend on buying in additional design expertise so that approved LHP schemes could be implemented.

With reference to his Notification of Call set out in the report, Councillor C Pond explained that he had called in the decision on behalf of Councillor J Abbott who is not a member of the Committee. The reason for the Call In was to enable further discussion on the issue and to seek assurances that the budget will be set at the same level again next year for continuity and for enhanced capability to be built in for the design and 'working up' of schemes so that they can be delivered in a timely way. Councillor Pond congratulated Councillor Bass on keeping the under-spend within the overall Highways Budget but questioned whether this should be spent equitably across the County on local schemes. He pointed out that part of the reallocated budget that was being spent on strategic central schemes such as in Chelmsford and he felt this would not be acceptable to local residents in other parts of the County.

- The Cabinet Member, Councillor Bass, was then invited to respond to the call ins and justify the decision taken. Councillor Bass referred to a briefing note which he had circulated setting out the facts, which is attached as an appendix to these minutes.

Councillor Bass set out the capital and revenue budgets for LHPs for 2013/14. He explained that an under-spend in the capital budget allocation for 2012/13 meant that £7.3m was re-profiled into the current year 2013/14. A further £8m allocation was made for the current year totalling £15.3m for 2013/14. The expected outturn is now estimated as £10.7m, leaving an underspend of £4.6m which was being reallocated to other Highways Schemes, which the service had the capacity to deliver as set out in the appendix briefing paper.

The Cabinet Member advised that the aim is to strengthen support to the LHPs with officers to augment with engineers to give advice and monitor delivery of schemes. Guidance had also been issued to LHPs to help ensure effective delivery of schemes. The advice given to LHPs was to determine schemes for 2014/15 by March to ensure a realistic prospect of delivery and to invest more in scheme preparation and surveys etc.

In response to the issues raised by those Members who had called in the decision, the Cabinet Member confirmed that more schemes had been delivered



this current year than the previous year. There was no intention to buy in consultancy for scheme design.

- Other Members of the Committee were then given an opportunity to debate the issues raised.

While not linked in particular to the two call ins a local member sought clarification on a particular issue he had concerns about in Brentwood, namely that he believed that previously there had been an understanding locally that if a scheme went over to a new financial year, the allocated budget could be kept and new monies added. However, this had not been the case with a large scheme in Brentwood which after a number of months had not received sign-off and the money was no longer available. The Cabinet Member advised that there needed to be an ability to flex money between LHPs. Schemes could not be signed off into next year until such time as there was a budget commitment. While he could not guarantee funding, the Cabinet Member was committed to bidding for funding and he hoped that the allocation in each district would be broadly the same as in previous years. Councillor Bass accepted that for larger schemes it could take a long time for the scheme to evolve and there were necessary elements of preparation such as design and safety audits.

The Cabinet Member advised that the LHPs should consider having two lists: A potential schemes list and an approved schemes list. When the budget was agreed for 2014/15, schemes could then be submitted to Councillor Bass for formal approval. Monitoring of the delivery of schemes would be necessary.

Councillor Pond raised concern that the reallocation of money to the four hubs of Basildon, Chelmsford, Colchester and Harlow was unjustified and divisive, particularly as there are eight other districts with centres that were then disadvantaged. In response the Cabinet Member explained that dealing with some schemes systematically was more efficient. Schemes such as the white lining also included routes and corridors approaching the centre hubs and were also the areas with the greatest volume of pavements.

It was requested that LHPs be advised where these wider schemes have actually dealt with a local issue which has been identified by the LHP so that funding could be reallocated to other schemes.

The Cabinet Member advised that he was committed to the concept of the LHPs, and he hoped that within the next budget they would have a sensible allocation based on what they could deliver.

Members of the Committee confirmed that they had appreciated the information and explanation given by the Cabinet Member.

Following the withdrawal of the Call Ins by Councillor Pond and Councillor Robinson, the Committee **Agreed** to take no further action.

## 5. Parking Partnerships



The Committee considered report PSEG/08/13 and a presentation by Liz Burr, Head of Network and Safety/Traffic Manager, providing an overview of the Essex Parking Partnerships. Councillor R L Bass, Cabinet Member for Highways and Transportation was also in attendance for this item.

The presentation included an explanation of the following issues:

- The Parking Function – with on-street parking being the responsibility of Essex County Council (ECC) as Highway Authority.
- Under the former agency arrangements there were deficits of up to £800k per year being funded by the ECC, which could not continue indefinitely. Therefore notice was given to the borough/city/district councils that ECC would terminate the agency agreement and a project group was established to look at the options for delivery of the function. The key aim of the project was to consider how to improve the efficiency of the on-street parking service if groups of authorities worked together.
- In April 2011 two new Parking Partnerships were established: The North Essex (NEPP) and South Essex (SEPP) Parking Partnerships.
- A new style of Governance arrangements were introduced through a formal Joint Committee Agreement supporting the operation.
- New Financial Arrangements are now in place.
- ECC has established a parking policy framework with the two partnerships.

During the discussion the following points were raised:

- Concern was raised regarding the consideration and implementation of Traffic Regulation Orders (TROs). In response it was confirmed that the criteria was for County Council funding of TROs, however if a Parking Partnership wished to put a scheme in place it was entirely for the Partnership to decide as they could choose to fund any scheme. If a new parking scheme/TRO is required, ECC has set out the circumstances in which it would fund these (via LHPs) –
  - Schemes required for safety reasons – i.e. that meet the safety criteria of a location having 4 or more personal injury accidents in a three year period in a 100m radius.
  - Schemes required to address a congestion problem on a PR1 or PR2 road (as defined in the hierarchy).
  - In addition, ECC will endeavour to ensure that restrictions required as part of a new development are funded via the section 106 process.

All other new restrictions/TROs must be funded via the parking partnerships themselves.

- Some Members expressed their opinion that in order to ensure the accountability of decisions made by the Parking Partnership, they needed to be more clearly and consistently advertised to ensure the public know how they operate. Guidance was also needed on how Members can input to the Partnerships. In response the Cabinet Member agreed that revised



guidance on the governance arrangements of the Parking Partnerships would be made available in due course.

- It was clarified that a Chairman of a Parking Partnership Joint Committee had a casting vote unless the decision being made for their area and then the casting vote went to the Vice-Chairman. However, in practice within the committee system a formal vote was not always necessary. The County Council Cabinet Member for Highways and Transportation could only overturn a decision which affected a priority 1 or 2 route.
- Concern was raised regarding residents being penalised with on-street parking permit pricing. In response it was explained that the aim was to have a consistent approach to the scheme, not a standard charge. The Cabinet Member reminded Members that on-street parking was effectively renting road space.
- Councillor Barker raised an issue regarding the South Essex Parking Partnership receiving additional funding for TROs, where the North Essex Parking Partnership was doing this within budget. The Cabinet Member agreed to look into this.

Members of the Committee expressed mixed views on the effectiveness of the Parking Partnerships. Some Members felt that the Partnerships were now working effectively, with districts working together to gain some consensus and clear deficits. However, other Members felt that the Partnerships were not working for their area, particularly where they had not been in deficit and had been able to determine schemes locally. Under the Partnership arrangements each district was represented by one Executive Member.

It was clarified that within the Joint Committee arrangements, there was an option to give notice to cease the partnership from both parties. However, the services would still be delivered through the Partnership and would mean that the particular district involved would not have an input into the decisions being made.

The Committee **Agreed** to establish a Task and Finish Group in the New Year to investigate the Parking Partnerships along the lines of the terms of reference set out below:

‘Are the original objectives of the Parking Partnerships being delivered, and what lessons have been learned to inform more effective partnership working in the future?’

## 6. Work Programme

The Committee noted report PSEG/09/13 on the Work Programme and updates.

### Task and Finish Groups:

- Financial Inclusion – it was confirmed that work would be starting in due course on the monitoring of the original report. The Membership was confirmed as Councillors Grundy, Hedley, Kendall and Walsh.



- COMAH – At the meeting the following Members indicated their interest in conducting this review, Councillors Cutmore, Hedley, Maddocks, and Wood.
- Part Night Lighting – it was confirmed that there would be an opportunity for Mark Palmer from South East Employers, to provide some mentoring support for this review with the first meeting being scheduled for Wednesday, 27 November 2013.
- Parking Partnership – the Committee agreed to establish a Task and Finish Group in the new year under Minute 6 above.

#### Next Activity Day

It was confirmed that the next activity day scheduled for Thursday 28 November 2013 would be a full day meeting on the Economic Growth Strategy.

#### Other Issues:

- Councillor Cutmore requested that the issue of dedicated officer support for scrutiny be reviewed. The Chairman confirmed that this issue would be considered by the Scrutiny Board.
- Councillor Robinson asked if there was any resource to commission outside research. It was confirmed that there was a small scrutiny budget for visits, training and mentoring.
- Councillor Kendall requested that the issue of Bradwell Nuclear Power Station be considered in the future.
- Councillor Aspinell sought an update on the issue of the Country Parks review. The Chairman confirmed that he had been liaising with the Cabinet Member for Libraries, Communities and Planning on this issue.

#### **8. Date of Next Meeting**

The Committee noted that its next activity day was scheduled for Thursday 28 November 2013.

There being no urgent business the meeting closed at 12.25pm.

Chairman



## Appendix to Minute 4

### LOCAL HIGHWAYS PANELS – FUNDING ISSUES

The aggregate approved budgets for the LHPs in 2013/14 are £8m Capital and £1.3m Revenue.

The original budget of £1.6m provided £131,000 to each LHP for administration and the work of the Highways Rangers. To the extent that any potential underspends are apparent, LHPs are encouraged to expand the work of the Rangers (which they direct) to include at their discretion, additional vegetation clearance, overhanging branches which obstruct sight lines, sign cleansing and possible assistance with emergency snow clearance. At half year report stage, however, a realistic view was taken as to delivery and £0.3m of the budget was released as a one off adjustment in 2013-14. The current budget and forecast spend is therefore £1.3m at an average of £107,000 per district, so that over 80% of the original budget is on track to deliver.

The Capital budget is very different. Of the £8m Capital allocation last year (2012/13) only some £0.7m was spent leaving an underspend of £7.3m to be re-profiled into the current year (2013/14). Against this, a further allocation of £8m was made in 2013/14, making a total of £15.3m for 2013/14. The expected outturn is now estimated at £10.7m, leaving an underspend of £4.6m. The forecast outturn is based on the LHPs projects that will actually be delivered on the ground in 2013/14. This is a much improved position than in 2012/13.

It makes sense therefore to reallocate this potential underspend to other Highways Schemes that we do have the capacity to deliver rather than simply re-profile it again. This is not a claw back of LHP schemes but a sensible piece of prudent budgeting and reallocation.

This decision will also enable additional Highways works to be carried out this year:

(1) Planned capital maintenance (additional schemes)	£1m
(2) Footway maintenance	£1m
(3) Scheme preparation/design	£1m
(4) Other adjustments (not new money)	£0.3m
<b>Total</b>	<b>£3.3m</b>
Balance will be used for	
(5) White lining (funded via revenue programme)	£0.5m
Reduction in highways capital programme	£0.8m

**£4.6m**

I trust this clarifies our intentions. In order to ensure that any LHP allocations next year are fully spent, guidance given earlier this year encourages LHPs to consider “soft” measures this year such as design and surveys and to determine their firm programmes for next year (2014/15) by, say, end February or mid March latest. The LHPs are making good progress and I hope this further guidance will help.



Cllr Rodney L Bass  
Cabinet Member for Highways and Transportation  
Essex County Council  
24 October 2013



		<b>AGENDA ITEM 4</b>
		<b>PSEG/01/14</b>
<b>Committee:</b>	<b>Place Services and Economic Growth Scrutiny Committee</b>	
<b>Date:</b>	<b>23 January 2014</b>	
<b>RECYCLING CENTRES FOR HOUSEHOLD WASTE: DEVELOPMENT OF SERVICE DELIVERY AND INFRASTRUCTURE STRATEGY</b>		
<b>Enquiries to:</b>	<b>Christine Sharland, Scrutiny Officer</b> 01245 430450 <b>Christine.sharland@essex.gov.uk</b>	

A project is underway to develop a service delivery and infrastructure strategy for the Recycling Centres for Household Waste (RCHW) Service, and the Cabinet Member for Environment and Waste is inviting the Committee to feed into its consideration.

At the meeting the Committee will receive a briefing on the issues under review and how the development of the strategy will be taken forward.

A briefing paper prepared by Jason Searles, Head of Commissioning Sustainable Essex Integration & Waste, is attached as an Appendix to this report to provide some background on the topic.

(Please note that for the purposes of the work programme there are now two strands to the Committee's consideration of the RCHW Service. The Committee was advised at its meeting in September 2013 (Minute 4) about an earlier scrutiny review recommendation that further investigation be undertaken on the longer term future of the Service. The development of the RCHW service delivery and infrastructure strategy that is the focus of this item relates to a new Executive project where the Committee is being invited to input in the active formulation of proposals for changes to the Service in the short/ medium term. With particular reference to the overall work programme any further scrutiny work on the RCHW Service will have to be considered in terms of the topic selection criteria and prioritising resources.)

**Action required by the Committee:**



**The Committee receive a briefing on this matter.**

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## Appendix

### **Recycling Centre for Household Waste**

#### **Identification and Development of Future Service Options**

Briefing paper prepared by Jason Searles, Head of Commissioning Sustainable Essex Integration & Waste

#### **Purpose of Report**

As the provider of the Recycling Centre for Household Waste service Essex County Council is due to commence a review of the service to ensure it is best placed to meet current and future needs.

The support of the Place Services and Economic Growth Scrutiny Committee is sought to assist with

- obtaining and reviewing service user views
- development of ideas and reviewing of options for future service standards
- Identifying service development and infrastructure opportunities

The Scrutiny Committee is being asked to consider how it wishes to participate in this process to develop future service delivery options.

#### **Overview**

Essex County Council (ECC) is the statutory Waste Disposal Authority for Essex and has a duty to provide facilities for the residents to dispose of their household waste. ECC fulfils this requirement through the provision of 21 Recycling Centres for Household Waste (RCHW). Many of these sites were developed when recycling was in its infancy and were co-located as an ancillary activity to landfill site operations which have now ceased. This has led to a network of RCHW sites that has grown organically over many years resulting in sites which may not be located in the right areas or able to meet current or future demands

ECC is due to start a process to obtain the view of users, partners and other interested parties on what is important about the current service and what are the areas that may need further development.

The information collated, together with service data, will be used to develop options for how the service and associated infrastructure could evolve to optimise efficiency and ensure value for money for the taxpayer. These options which may include changing the configuration of sites, developing new sites or operating some of them in a different way will be subject to further consultation before any changes are adopted.



## **Background to Service Review**

ECC has been responsible for the provision of waste disposal facilities since the early 1970s and the current requirement to provide RCHW is contained within the Environmental Protection Act 1990. The number and location of sites provided by ECC has been subject to constant change with many small sites closing in the 1990s and more recently some larger bespoke sites being developed.

The service was last subject to a review in 2011 which culminated in a number of operational and infrastructure changes including;

- Reduction in the number of sites from 23 to the current 21
- Changes to operating hours
- Operation of some sites on a part time basis (between 4 & 6 days a week)

These changes helped improve the efficiency of the retained sites by condensing usage and delivered operational cost savings of approximately £650,000 p.a. However it is recognised that changes also impacted on members of the public using the sites by reducing access through shortened opening hours and requiring some to travel further.

During the 2011 review of the service, and following the adoption of service changes, a Task and Finish Group of the former Policy and Scrutiny Committee considered a number of issues and impacts resulting from the changes and identified the need for consideration to be made as to how the service develops in the future; particularly in light of new waste infrastructure becoming operational, changes to kerbside recycling collection services and changing user needs

The current network of 21 RCHW sites in Essex are operated on behalf of the County Council under a long term integrated waste management contract. This contract, which commenced in November 2013, was awarded following extensive market testing to ensure it represented good value for money. Although only recently procured the contract does provide significant levels of flexibility to accommodate changing needs and requirements.



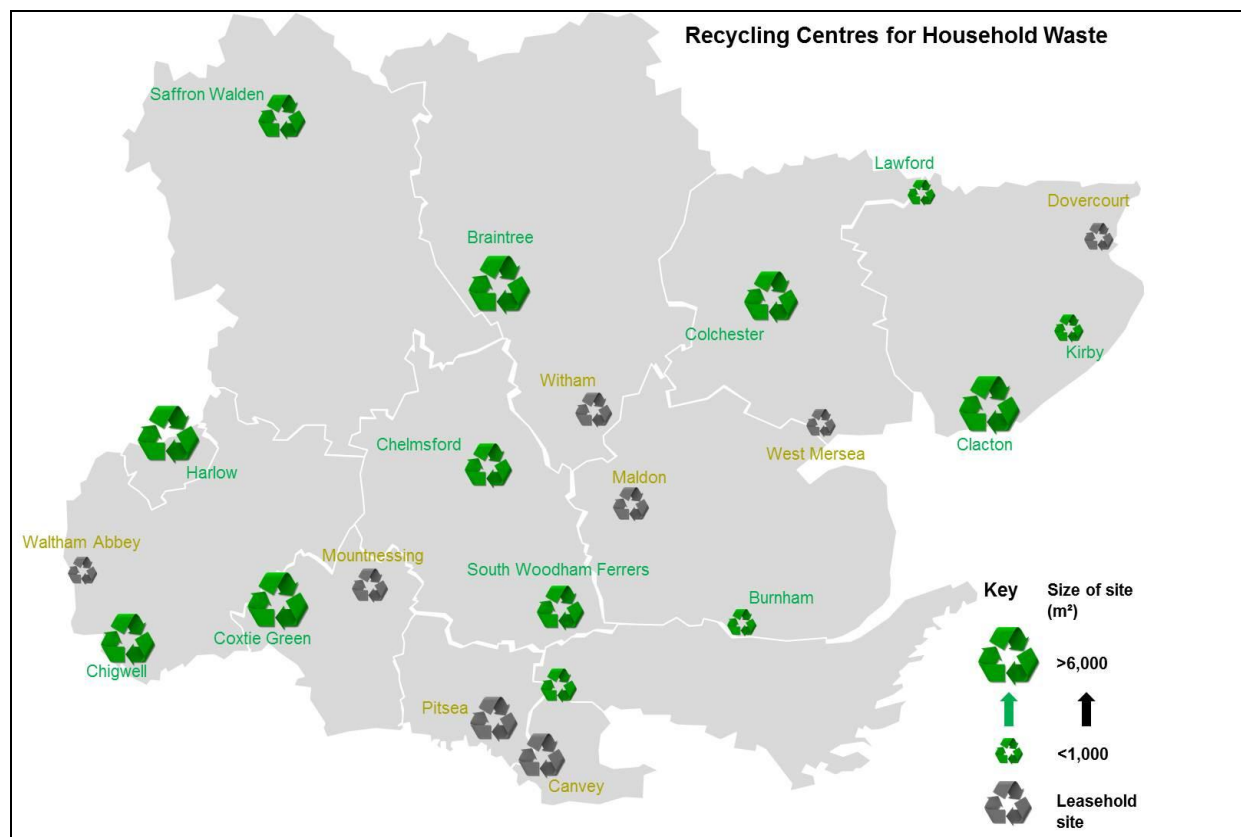


Fig 1: RCHW site provision

The above map shows the locations of the current network of facilities and gives an indication of the size and tenure of these facilities.

Although some of the RCHW sites in Essex are large purpose built facilities many are not; being developed at a time when landfilling was the primary way we managed waste, and recycling opportunities were limited. These differences in site infrastructure affect the way in which we operate the sites and the services we can provide. Many of the smaller older sites are unable to offer the full range of recycling opportunities, require users to climb steps and may have to close to the public at points during the day so vehicles can empty the full containers; this is not the case at the more modern facilities.

### **Service Review Process**

This review, which the Scrutiny Committee is being asked to participate in, will help identify whether the current configuration of sites is right and what operational changes could be made in the short and longer term to ensure future needs are met. It is also the intention that this review will have consideration for whether there are opportunities to reduce levels of recycling service duplication between providers, increase efficiency and reduce overall costs of the service

The initial stage of the process will be seeking the views of those that use the service to provide some insight into how the service may need to evolve and what opportunities. It is the intention to commence this initial survey work in February 2014.



The views expressed through the survey and gathered from other sources, such as the Scrutiny Committee, together with operational data, will be used to develop future service delivery options. The future timetable for deliver will be heavily dependent on the opportunities and options that emerge from this review phase; however it is anticipated that some initial recommendations and delivery programmes will be developed for consideration and a decision on adoption during spring 2014.

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		AGENDA ITEM 5
		PSEG/02/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	23 January 2014	
LOCAL HIGHWAYS PANELS		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

Councillor Rodney Bass, Cabinet Member for Highways and Transportation, has written as follows to the Chairman seeking an opportunity to address the Committee on the Local Highways Panels (LHPs).

‘During the course of the meeting of your Committee to consider the call in of my decision to re profile capital allocations to the LHPs for 2013/14 and to reallocate to other schemes just over £4M, I unwittingly made statements about the expected delivery of LHP schemes in the current which were far too optimistic for which I must apologise.

While this error does not negate the rationale for my earlier decision in any way (but on the contrary strengthens it to the tune of between £4M and £6M which is the amount of the further potential slippage on LHP schemes) it is a poor reflection of the responsiveness of the Highways service to the requirements and directions of the LHPs and in the management of its capital programme.

I shall, therefore, be obliged if you will allow me to make a further statement to your Committee in the New Year about the measures we shall now be taking to improve the responsiveness of the service to the decisions of the LHPs. I should also add that the Capital programme for next year 2014/5 will be the first that as Cabinet Member, I will have had an opportunity to help construct and I will try to ensure that it is both realistic and carefully monitored.’

*Note: Minute 4 of Committee meeting held on 24 October 2014 provides further background on this topic. The minutes are attached to this agenda.*



**Action required by the Committee:**

**On the basis of his request Councillor Bass be invited to address the Committee on the LHPs.**

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		AGENDA ITEM 6
		PSEG/03/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	23 January 2014	
ESSEX ECONOMIC GROWTH STRATEGY		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

On 28 November 2013 the Committee received a briefing on the County Council's Economic Growth Strategy, which was approved by the Cabinet in October 2012. The purpose of the session was to provide an overview of the Strategy, its development and implementation, and to engage Members in discussion on how the Strategy will evolve.

The briefing provided a positive forum for the Committee to develop Members' knowledge about the Strategy, and an opportunity for them to influence the way that it is evolving in practice. A note of the meeting is attached at the Appendix to this report.

**Action required by the Committee:**

**The Committee is requested to note this report, and Members' comments that have been recorded so that they may be taken into account as part of the implementation of the Economic Growth Strategy.**



## Appendix

### Notes of a Place Services and Economic Growth Scrutiny Committee briefing held on 28 November 2013 on the Essex Economic Growth Strategy

Present:

Councillors:

Simon Walsh (Chair), Barry Aspinell, Malcolm Buckley, Andrew Erskine, Carlo Guglielmi, Ian Grundy, Tony Hedley, Roger Hirst, Jamie Huntman, David Kendall, Malcolm Maddocks, and Andy Wood

Christine Sharland, Scrutiny Officer

Michael Cleary, Fast Track Manager

Witnesses :

Fiona Bodle, Head of Commissioning: Economic Growth

Steve Clarke, Director of the Haven Gateway Partnership

Sara Ismay, Policy and Strategy Advisor

Ros Dunn, Director of Commissioning Economic Growth and Communities

David Adlington, Head of Enterprise

The briefing had been arranged for the Committee to receive an explanation of the Essex Economic Growth Strategy given by Officers leading the commissioning in Economic Growth, and the development of Economic Growth in Essex.

Councillor Walsh welcomed Fiona Bodle, Head of Commissioning: Economic Growth (ECC); Steve Clarke, Director of the Haven Gateway Partnership; and David Adlington, Head of Enterprise to the meeting.

Fiona Bodle began the presentation by explaining how the Economic Growth Strategy had come into existence, what its overarching and specific aims were, and the indicators that had been selected to measure a successful outcome from the Strategy. The progression and development of the five key documents was then explained, along with what thematic priorities were chosen and what key sectors were being targeted for additional support.

#### Economic Growth Strategy Background

The following background has been extracted from the powerpoint presentations:

- The Economic Growth Strategy received formal agreement in October 2012 and has an overarching aim: **“To unlock growth now, secure jobs and earnings tomorrow, and create the conditions for long term economic growth and strengthening communities.”**
- One of the priorities of the new outcomes framework that will guide



commissioning decisions and inform the budget setting process is:  
**“Sustainable economic growth for Essex communities and businesses.”**

**Agreed indicators for Outcome:**

- Job growth in a) key locations and b) key sectors
- Housing growth in key locations
- Supply of fit for purpose business premises
- Increased connectivity and journey time reliability on priority route network
- Number of bus and / or community transport journeys
- Median earnings
- Coverage of superfast broadband services
- Sustainable business start-up rates
- Percentage of Essex businesses who think they can recruit suitable people
- Percentage of working age people in employment
- Business rates growth

**Economic Growth Strategy:**

- Development of **five documents**:-
  - 1) Evidence Base
  - 2) Strategy
  - 3) Implementation Plan
  - 4) Case for Investment 2013/14
  - 5) Performance Framework
- The approach taken in the EGS is a combination of **thematic priorities** with identification of **key sectors**.
- **Thematic priorities**: skills, locations for growth, infrastructure and enterprise/innovation.
- **Key sectors**: ports and logistics, advanced manufacturing, health and social care and low carbon/renewable energy.

The Committee asked what support was being given for single employee businesses in order to foster their development and encourage expansion and growth. It was explained that there is help available, but it has to be carefully considered at what point an intervention is staged. Support can be in many forms and be considered in terms of what is most effective.

It was noted that Members felt that there could be more support and advice for these single owner operator businesses to help them expand and take on greater business risk. There could be a lack of understanding of what practical measures for this support Essex County Council could provide and whether these measures were being taken full advantage of.

Some Members expressed concern about damage to the Green Belt, and if the speed of implementation meant that Green Belt could be lost.



Questions were raised about the choice of “key” sectors and other sectors. It was then explained that sectors are all supported but that the key sectors are identified as having the potential for strong economic growth, by giving more attention to these than what would normally be received by other sectors it can boost the potential economic growth in Essex.

Finally Members asked whether the sectors would be reviewed at any point. It was explained that the sectors are constantly researched and that changes would be made depending on what is best in terms of the Economic Growth Strategy.

Steve Clarke, Director of the Haven Gateway Partnership, then addressed the Committee on what effective interventions may look like and how they would operate. He explained that it can seem tempting to solve problems by intervening with short term and immediate actions, however this may have serious ramifications; a housing estate with no leisure facilities or decent infrastructure to leisure facilities will create a community that is unfulfilled or unhappy. It is important to consider when intervening what the knock on effects of an intervention may have.

#### **Some reflections about the menu of choices for intervention**

- Stimulating economic growth is not about quick fixes and can require long term commitment.
- Interventions often have to be multi- faceted in order to make a lasting difference.
- The key to success often lies in orchestrating a strong partnership approach.
- Which interventions to make and how much to spend in order to achieve the likely outcome is a judgement based upon evidence.

There were in depth explanations of the importance of infrastructure and the benefits that well planned infrastructure can make, with particular reference given to the Colchester stadium and acknowledgements that more needs to be done in terms of multi-modal infrastructure. Amongst these were green infrastructure interventions, which aim to lessen the impact of car usage in Essex, given that we are currently over reliant on car usage.

The impact of capital projects was discussed and how despite their declining nature they can immediately transform an area. Clacton was given as a good example of this. It was then discussed how important business support for enterprise is, helping to foster a mentor-like relationship between successful businesses and their newer counterparts. Particularly important is fostering innovation, as only 6% of the total number of businesses makes up almost 50% of all jobs. The common thread in those 6% was innovation. Finally it was important to ensure that economic growth was fostered through a skilled workforce who will be able to push economic growth forward in the future and support current economies now.



## **Economic Growth Strategy Evidence Base**

### **Highlights**

#### **Enterprise and Innovation:**

- There were almost 52,000 enterprises in Essex in 2011.
- Looking at the size of local enterprises, like the UK and the region, the vast majority of Essex businesses are micro businesses.
- It has become harder to set up a business and the numbers of business start-ups have reduced. Failures have increased too. The net effect is deterioration in the overall volume of start-ups.

#### **Education, Skills and Employment:**

- Nearly 53, 000 of the working age population in Essex do not have qualifications. This may in part be explained by the older working age profile in Essex (% Economically Active, 2010).
- There are just three sectors employing over 50,000 – wholesale, health and education (Employees by Sector, 2010).
- Over 2,000 16-19 year olds in Essex were not in education, employment or training [NEET] (ECC, May 2012).

#### **Locations for Growth:**

- Over the next 20 years, the number of households in the East will grow by 25% outpacing national projections by five percentage points (Housing and Planning Statistics 2010, DCLG).
- 2011-2031 recommended job targets for Greater Essex – of the 114,100 jobs predicted 46% (52,000) are in three locations – Chelmsford, Thurrock and Colchester.
- The East is the fastest predicted growing region with Essex outperforming the regional average in % terms. By 2030 the 2010 population is predicted to grow by nearly 300,000 or just over a fifth (ONS)

The Committee sought clarification on what evidence was available that people would use green infrastructure, and it was explained that our current over-usage of cars and the cost that comes with that, through work hours lost in traffic, slowed land freight in traffic and petrol costs would make green infrastructure more viable. However, it was more likely to be taken up if it was already in place, rather than being added later.

Infrastructure was considered to be of great importance, with some individual councillors stating that they felt that despite their Borough's and Districts being quite affluent, the lack of proper infrastructure meant that they could not capitalise on the potential that was there. This was listed in terms of rail links, with very few high speed links available outside Chelmsford and Colchester, and in terms of access via the A12. Members questioned whether or not closed railway lines could be reinstated to reduce congestion on the road network.



Some Members asked whether Essex received a fair share of EU funding and were told that while there is funding available it has not been as easy to obtain for road infrastructure.

It was also noted that there were concerns about the lack of school places in areas of the county, which meant that poor infrastructure was particularly congested due to school children needing to be bussed to their schools.

Questions were asked about partnerships, particularly about the mentoring forum and why smaller businesses were asked to mentor rather than larger and potentially more experienced businesses. It was agreed that the stronger the partnership the stronger the intervention will be. With regard to the mentoring forum it was important to have people who understood what being a small business owner could be like.

It was noted that Members were unsure of the current relationships with the Chambers of Commerce, and what more could be done to build relationships and drive forward growth. It was suggested that this may lead to more apprenticeships and start-up businesses.

Members also enquired as to what relationship the County Council currently has with the Borough and District Councils and whether more could be done in this relationship to push economic growth forward.

Next discussion moved on to the issue of greater spending outside the county to the west, specifically on ports which may take trade away from ports such as Felixstowe. The officers stated that while they are monitoring the situation, a global look had to be taken on port freight. The markets involved with both ports are different and so Felixstowe may not run the risk of losing trade.

The issue of housing was raised, as it becomes apparent that due to rising costs in London more people will come to Essex. This was followed on with questions over affordable housing. It was discussed that housing is an important intervention being considered but as discussed before it is important to look at the issues holistically to avoid unexpected knock on effects. Affordable housing also needs careful consideration as there is a view that this comes with those who impact heavily on welfare, although this is not always the case (see individuals in frontline services)

Ros Dunn, Director of Commissioning Economic Growth and Communities, proceeded to address the Committee on how task and finish groups are looking at specific areas of how commissioners can best help economic growth.

## **Our New World**

In the commissioning world, we have:

- Outcomes which are derived from Cabinet priorities;
- Indicators against which we will demonstrate progress towards delivery of the outcomes;



- And we will commission services through COGs to deliver the outcomes. Commissioners will be responsible for identifying what needs to be done for ECC to deliver, ultimately, against outcomes. We will work closely with commissioning support as we align resource to commissioning requirements.

### **Where does economic growth fit in?**

- As part of the South East Local Enterprise Partnership, we have to deliver our contribution to the SELEP Strategic Economic Plan.
- Our approach has been to start by working up our Economic Growth Strategy (EGS) to an “EGS +”, where “+” means three things:
  - Broader coverage to include the requirements of districts and boroughs;
  - Inclusion of additional themes according to Government’s expectations;
  - Greater ambition and more stretching targets.
- This is all needed to give us the strongest possible case to attract the biggest possible share of the Single Local Growth Fund.

### **Key Points**

- No new money for 2015/16 and a requirement to “win back” our raided budgets; but real prospect of more in future years (makes the game worth playing)
- Big emphasis on competitive bids and high hurdles to jump
- Strong steer towards
  - Aligned or pooled budgets
  - Partnership working (combined authorities)
  - Additional leverage (list own resources)
  - Creativity, what else (freedoms and flexibilities)

### **And there’s more....**

- The Essex contribution to the SELEP Strategic Investment Plan needs to link in to other related plans/strategies.
- The prize is that if we can make it all fit together, we will have a robust basis for our Place Commissioning Plan.
- But we will still need a ‘translation’ mechanism, to get us from here to an ability to ensure we commission effectively.

An explanation was given on the SELEP (South East Local Enterprise Partnership) along with the growth fund, which has solidified the importance of developing the evidence base, as this is used directly to ensure that the growth fund money is won.

Ros Dunn explained that despite the inherently strategic nature of the Economic Growth Strategy, the evidence base must be solid. Each of the small projects and claims that make



up the evidence base are scrutinised and thus the whole project is essentially a “bottom-up” exercise.

It was also explained that the wealth or employment levels do not affect where money from the SELEP goes, the consideration is purely where there would be most economic growth

Questions were specifically asked about Tendring, over whether it has been isolated, due to a lack of good infrastructure and green energy projects that don't directly benefit the community. It was explained that the issue was being attacked holistically rather than just through infrastructure. There may be a need for more training on green energy products and technology, in order for the local communities to make a living from these new technologies. The port at Harwich could be looked at with a view of what can be done to develop the marketing strategy in place there. It was also explained by David Adlington that there is currently a Clacton based enterprise hub, and that no new start-up companies have failed in three years whilst incubated at the enterprise hub.

Following the meeting members were asked to respond to an Action Learning Exercise 'How you would apportion Economic Growth investment to meet economic growth challenges for your local area?' to assist in the process of implementing economic growth measures. The responses of members who involved themselves in this exercise are included above.

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		AGENDA ITEM 7
		PSEG/04/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	23 January 2014	
COUNTRY PARKS		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

On 19 December 2013 the Committee received a briefing on the County Council's Country Parks.

The purpose of the session was to provide an overview of the Country Parks Service as a number of Members had expressed an interest in the topic particularly as the former Economic Development, Environment and Highways Policy and Scrutiny Committee had overseen a review of Phase One of the Country Parks Project.

Phase two of the Project is focussed upon Great Notley, Cudmore Grove, Danbury, Belhus Woods, Thorndon and Weald Country Parks. It is a review of the service and portfolio, looking at options that will ensure customer experience is maintained or enhanced, as well as seeking a solution that is at least cost neutral to the County Council. Initially research will be undertaken to include seeking out other relevant examples, holding discussions with councillors, officers and third parties in order to establish a range of potential options. The options will be considered against:

- The proposed customer experience and impact on Essex and local communities.
- The fit within the restrictions and implications for future use and management eg grazing grants, environmental protection status, statutory obligations.
- The fit with the Council's strategic direction.
- The long term financial viability of the proposals and any suggested partners.

The briefing provided a positive forum for the Committee to input into the development a Business Case by the Executive for the ongoing management and operation of the Country



Parks Service. Members' comments were noted so that they may be taken into account as proposals are developed.

A note of the briefing has been drawn up by the Country Parks Team and is attached as an Appendix to this report.

**Action required by the Committee:**

**The Committee is requested to note this report, and Members' comments that have been fed into consideration of the business case for phase two of the Country Parks Project.**

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## **Appendix**

### **Country Park Project - Notes of the Country Parks Team engagement with the Place Services and Economic Growth Scrutiny Committee on 19 December 2013**

This session was designed to provide the Place Services & Economic Growth Scrutiny Committee with a chance to –

- Hear an overview of the Country Parks Service
- Receive an update on progress in the last few months
- Gain an understanding of the drivers behind the Country Parks Project
- The opportunity to input to the options being considered and shape the approach taken by officers in building a business case

During the briefing an overview and update was given on recent changes to the Service, including the decision making process that sits behind them, and Members' questions were answered by officers.

The Committee then moved into a period of open discussion about how best to ensure the future of the Country Parks through increasing the opportunities for income generation. The Committee was invited to consider four questions:

1. What are your priorities and concerns for country parks? (NB this is above and beyond those previously identified by a former Scrutiny Task & Finish Group)
2. What optional services can we offer that visitors are likely to want and would be willing to pay for?
3. How do we improve public knowledge about what the parks offer?
4. How do we keep our neighbours and most frequent visitors happy?

The discussions that followed highlighted the following issues, options and suggestions which will be taken forward as part of the project development.

#### **Priorities and concerns**

The Committee identified the following issues for investigation:

- The management arrangements for Belhus Country Park and the related arrangements for Langdon Hills have led to a reluctance to invest in Belhus, which sits outside of ECCs administrative area. Simplifying this situation has not previously been a priority because the reciprocal arrangements in place around the two parks mean that Belhus is a net contributor. The issue of whether its future remains within ECC should be considered.



- A similar discussion about the lease arrangements around Hainault Forest led to the questions of whether it would be financially viable to consider charging for parking at this site.

## **Options for income generation**

The Committee identified the following options for consideration

- Residential Stays - for example 'come to Weald and spend the weekend'
- Create a Play Trail similar to the one at Great Notley at either Thorndon or Weald
- Invest in Adult Exercise Trails – This idea was further developed to suggest a partnership with parish councils who could put in a Community Initiative Fund bid for an outdoor gym and locate it within a country park.
- A good quality restaurant / venue for evenings out – It was noted that Thorndon South in particular is well situated for those wanting to use transport links to get out of London
- A sensory 'trail' for use with those with dementia, or sensory or learning disabilities. It was felt this was another opportunity for partnership either with Social Care or with third sector organisations et Dementia Adventure
- Creating an offering for the corporate 'Away-Day' market.

Members also pointed out that some of these options had potential for seeking third party involvement/investment.

## **Public knowledge**

The Committee identified the following issues and opportunities:

- Country Parks are some of our best kept secrets
  - ECC has done some excellent events in the past but missed the opportunity to market them properly and attendance is sometimes lower than it should be.
  - Some of our smaller events are marketed well but we could do better with larger events or the parks themselves
  - Residents outside the immediate vicinity of the Country Parks often know very little about them – Tendring was offered as an example of this
  - Limiting marketing to the electronic means that we aren't engaging with significant numbers of our residents
- Schools send out reams of information into homes via the children – it was suggested that we investigate the possibility of using schools to share information about the parks especially in the run up to school holidays.
- ECC could put leaflets into the foyers of chain and other hotels – NB ECC current communications policy doesn't allow for this because of its emphasis on electronic media.



- It was suggested that we make more use of County Councillors when it comes to letting our residents know what's going on – District, Borough and City Councils often send details of events to their members who then facebook and tweet residents.
- A question was raised about how we market the Country Parks to new residents and whether we should look to partner District, Borough and City Councils in this as they already send information to new residents

### **Keeping our existing customers happy**

The following opportunity and issues were identified:

- Finding ways to incentivise repeat business and to make the parks better value for locals is important for the future of the parks.
  - There is a neighbour issue Thorndon South caused by the popularity of the barbeque facilities on certain weekends in the summer as this fills the car parks up to and beyond capacity.
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		AGENDA ITEM 8
		PSEG/05/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	23 January 2014	
PART NIGHT LIGHTING SCRUTINY REVIEW		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

At its meeting in September 2013 (Minute 7) the Committee agreed that a Task and Finish Group be set up to consider Part Night Lighting with the following terms of reference for the scrutiny review:

‘To examine the process of the current consultation on Part night Lighting, and review the findings of the former Safer and Stronger Communities Policy and Scrutiny Committee set out in its Scrutiny Report dated 2010 in the context of the current situation including the application of new technology.’

By way of an update to the Committee, it is confirmed that the Part Night Lighting Task and Finish Group comprises Councillors Chris Pond (Lead Member), Tony Hedley, Roger Hirst, Mike Danvers, Stephen Robinson, Kerry Smith, and Andy Wood. Councillor Simon Walsh is an ex officio member.

At the time of writing this report the Group had met on two occasions. Initially a meeting was held on 27 November for all Committee Members to consider the composition of the Group itself and to scope the review. While a scoping document was drafted based upon the discussion that took place, it is still a work in progress and is therefore not submitted with this report. Another meeting was held on 19 December for the Group to question witnesses and collate evidence. Further meetings are being arranged.

Note: An independent mentor has been engaged to facilitate and observe the Group's activity so that lessons can be learned to inform the development of more effective overview and scrutiny by the Committee.

**Action required by the Committee:**



**The Committee is requested to note this report.**

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		AGENDA ITEM 9
		PSEG/06/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	23 January 2014	
IMPLEMENTATION OF PART NIGHT STREET LIGHTING IN COLCHESTER BOROUGH		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

On 15 November Councillor Stephen Robinson called in decision FP/294/08/13 on the 'Implementation of Part Night Lighting in Colchester Borough', and a copy of his Notification of Call-In form is attached at Appendix A.

In line with the procedure for handling the call in of a decision, an informal meeting was held on 20 November. A formal note of that meeting is attached at Appendix B.

At the informal meeting Councillor Robinson agreed to withdraw his Call In on the basis of the information exchanged.

(NB: This report was originally circulated as part of an agenda for a Committee meeting in December 2013 that was subsequently cancelled).


**Action required by the Committee:**

**The Committee is invited to note the action taken in this matter.**

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## Notification of Call-in

<b>Decision title and reference number</b> FP/294/08/13 <u>Consultation on part night lighting proposals in Basildon and Colchester</u>	
	<b>Date decision published</b> 12 November 2013
<b>Last day of call in period</b> 15 November 2013	<b>Last day of 10-day period to resolve the call-in</b>
Colchester members did not receive the maps until last week; these maps are incomplete and do not reflect representations made in respect of streets that lead out of the Town Centre.	
<b>Signed:</b>  Cllr Stephen Robinson	<b>Dated:</b> 14 November 2013
Called in on behalf of: Cllr Theresa Higgins	
<b>For completion by the Governance Officer</b>	
<b>Date call in Notice Received</b>	<b>Date of informal meeting</b>
<b>Date of Audit and General Scrutiny Committee Meeting (if applicable)</b>	<b>Date call in withdrawn / resolved</b>



**Notes of Informal Meeting regarding the Call-In of a Decision**

**Call in of decision reference FP-294-08-13 Implementation of Part Night Lighting in Colchester Borough**

Note of an informal meeting held at County Hall, Chelmsford on Wednesday, 20 November 2013

Present:

Councillor Stephen Robinson (Committee Member responsible for calling the decision in  
Councillor Simon Walsh, Chairman of the Place Services and Economic Growth Scrutiny Committee

Paul Bird, Director for Commissioning: Transportation and Infrastructure  
Keith Tovee, Street Lighting Manager  
Trevor Rhodes, CMS Project Manager  
Dan Fryd, Cabinet Advisor  
Christine Sharland, Scrutiny Officer

Councillor Walsh welcomed everyone to the informal meeting that had been set up as part of the County Council's Call In procedure for the consideration of decision reference FP-294-08-13 on the implementation of Part Night Lighting in Colchester Borough called in by Councillor Robinson.

Councillor Robinson emphasised the reasons set out in his Notification of Call In of the decision to implement part night street lighting in Colchester Borough namely that 'Colchester members did not receive the maps until last week; the maps are incomplete and do not reflect representations made in respect of streets that lead out of the Town Centre'. He confirmed that he had called in the decision on behalf of Councillor Higgins, who was unable to attend the informal meeting due to a prior commitment.

Paul Bird gave background on the project to roll out the implementation of part night street lighting across Essex. He pointed out that there had been one public consultation in the summer covering the remaining eight local authority areas. The consultation had collated feedback from Essex Local Councils and the public on views about where lights should remain on and to explain the exception criteria to be applied to those locations where lights would not be switched off between midnight and 5 am. The criteria took into account experience learned from implementing part night lighting elsewhere.

Recent 'engagement' with individual districts was not a repeat of that earlier public consultation rather the County Council had provided detailed information on the lights that



had been identified under the exception criteria thus affording a further opportunity to raise any concerns about particular locations. He also stressed that the central management system will enable lighting to be changed at specific locations, and following implementation lighting will be kept under review. As the roll out was taking place over the winter months it would provide a period for everyone to adjust to the new lighting regime in practice, and then the County Council would be in a position to use evidence collated to review the project in the summer.

With particular reference to the provision of maps showing how the lighting criteria had been applied, Paul Bird confirmed that the approach had been amended on the basis of experience on proposals for Braintree and Chelmsford. The maps illustrated how the exception criteria had been applied rather than being for consultation purposes. Also the feedback suggested more interest in when the changes would be effected. The appendix to the Colchester decision report set out how comments had been addressed.

It was emphasised that the Cabinet Member was mindful for the need for the criteria to be applied consistently across the whole County, and the main purpose of street lighting provided by the Highways Authority was for highways safety rather than protecting property or for recreational reasons. Other street lighting may be provided by others for instance at Colchester the University was responsible for lighting it had installed within its own confines. Using that example Paul Bird illustrated how evidence over the winter months could be reviewed to analyse how changes may have affected footfall in practice, for instance being increased on those streets that may remain lit throughout the night.

With particular reference to the call in for Colchester, the Highways Officers confirmed to Councillor Robinson that the Borough Council had drawn attention to several issues that had not been identified through previous discussions. By way of example that Council had now provided the County Council with maps showing where its CCTV cameras were located and where it may be appropriate for street lighting to remain lit throughout the night. The Central Management System now in place enables greater flexibility to control and amend lighting in different locations. However, where requests are made to vary lighting at different locations, it was essential that such requests be submitted with evidence to support the argument being put forward to enable the County Council to give proper consideration.

Councillor Robinson drew attention to Colchester Hospital and suggested that shift patterns may create the situation where staff may be forced to use streets that were unlit during the changeover period. In this situation Paul Bird advised if the Hospital submitted a representation with supporting evidence for some County Council street lighting to remain switched on then it would be considered.

Based upon the exchange of information at the informal meeting Councillor Robinson agreed to withdraw formally his call in of this decision on the basis that it had been confirmed that following the implementation of part night lighting at Colchester the situation would be kept under review, and where a case may be proven for to apply exception criteria then the street lighting could be varied.



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		<b>AGENDA ITEM 10</b>
		<b>PSEG/07/14</b>
<b>Committee:</b>	<b>Place Services and Economic Growth Scrutiny Committee</b>	
<b>Date:</b>	<b>23 January 2013</b>	
<b>IMPLEMENTATION OF PART NIGHT STREET LIGHTING IN (1) CASTLE POINT BOROUGH, AND (2) EPPING FOREST DISTRICT</b>		
<b>Enquiries to:</b>	<b>Christine Sharland, Scrutiny Officer</b> 01245 430450 <b>Christine.sharland@essex.gov.uk</b>	

On 2 December 2013 Councillor Chris Pond called in two decisions under reference: KD06 FP/295/08/13 for the implementation of Part Night Lighting in Castle Point and Epping Forest, and a copy of his Notification of Call-In form is attached at Appendix A.

In line with the procedure for handling the call in of a decision, an informal meeting was held on 9 December. A formal note of that meeting is attached at Appendix B.

At the informal meeting Councillor Pond agreed to withdraw his two Call Ins on the basis of the information exchanged.

**Action required by the Committee:**

**The Committee is invited to note the action taken in this matter.**

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## Notification of Call-in

<b>Decision title and reference number</b> Key Decision: KD06 FP/295/08/13 Implementation of Part Night Lighting in Castle Point and Epping Forest	
<b>Cabinet Member responsible</b> Cllr Bass, Cabinet Member for Highways and Transportation	<b>Date decision published</b> 28 November 2013
<b>Last day of call in period</b> 3 December 2013	<b>Last day of 10-day period to resolve the call-in</b> 16 December 2013
<b>Reasons for Making the Call in</b> <ul style="list-style-type: none"> <li>• The decision ignores virtually all of the representations made including those from official bodies.</li> <li>• Lack of any safety audit</li> <li>• Lack of evidence as to crime levels in particular areas and streets</li> <li>• Application of arbitrary county-wide criteria irrespective of local issues (eg COMAH sites in Canvey Island, late running public transport in Epping Forest)</li> <li>• Lack of any mechanism for local bodies, should they so wish, to pay for continued all night lighting</li> </ul>	
<b>Signed:</b> Councillor C Pond on behalf of Cllr D Blackwell	<b>Dated:</b> 2 December 2013
<b>For completion by the Scrutiny Officer</b>	
<b>Date call in Notice Received</b> 2 December 2013	<b>Date of informal meeting</b> 9 December 2013
<b>Does the call in relate to a Schools issue</b> No	<b>If yes, date when Parent Governor Reps and Diocesan Reps invited to the meeting</b>
<b>Date of Place Services and Economic Growth Scrutiny Committee Meeting (if applicable)</b>	<b>Date call in withdrawn / resolved</b> 9 December 2013



## **Appendix B**

### **Notes of Informal meeting held on 9 December 2013 regarding the Call In of Two Decisions under reference KD06 FP/295/08/13 Implementation Part Night Lighting in (1) Castle Point, and (2) Epping Forest 09/12/13**

In attendance:

Councillor Chris Pond (Councillor responsible for calling the decision in)  
Councillor Dave Blackwell (Councillor on whose behalf decision on Castle Point was called in)  
Councillor Simon Walsh, Chairman of Place Services and Economic Growth Scrutiny Committee  
Councillor Rodney Bass, Cabinet Member for Highways and Transportation  
Councillor Dave Blackwell (Councillor on whose behalf decision on Castle Point was called in)

Keith Tovee, Street Lighting Manager  
Dan Fryd, Cabinet Advisor  
Christine Sharland, Scrutiny Officer  
Michael Cleary, Fast Track Manager

Cllr Walsh welcomed everyone to the informal meeting that had been set up as part of the County Council's Call In procedure for the consideration of two decisions proposed under reference KD06 FP/295/13/08, namely the implementation of part night lighting in Epping Forest and Castle Point. The decisions were called in by Councillor Pond as a Member of the Place Services and Economic Growth Scrutiny Committee.

Councillors Blackwell and Pond were then invited to explain the reasons given in the Notification of Call In.

Councillor Bass sought clarification about the reasons given for the two call ins of Castle Point and Epping Forest given that they were separate decisions, albeit separate reasons were not set in the notification of call in submitted by Councillor Pond. He pointed out that there were no COMAH sites in Epping Forest District. It was acknowledged that they were separate decisions and Councillor Walsh confirmed that they would be treated as such under the Call In procedure.

#### **Call in of implementation of Part Night Lighting in Castle Point**

Councillor Blackwell expressed his concern that there had been a lack of any safety audit prior to proposed implementation citing examples of ambulance crews trying to locate particular properties and hazards on pathways when street lights were switched off in the early hours. He also felt that Canvey Island should be exempted from the implementation as he felt the two COMAH sites needed to be lit.



Councillor Bass explained that the exception criteria being applied as part of the roll out of part night lighting will be fully reviewed after it has been in place for a trial period, and is in fact very similar to criteria adopted by other local authorities. Consultation has been conducted on the exception criteria and the views of the emergency services have been taken into account, as well as those set out in the original Scrutiny Review. He explained that it will be more effective to conduct a safety audit once the project is operational. Across Essex each district has its own particular characteristics, and the exception criteria have been applied to Canvey Island taking into account its own distinct characteristics. He confirmed that while Canvey Island Town Council had made representations, it had questioned the policy rather than the proposed application of exemptions to the part night lighting. With particular reference to the COMAH sites no particular issues had been made to justify the application of the exception criteria. No representations had been received from Castle Point Borough Council. He reassured Councillor Blackwell and Pond that he did read representations and where evidence had been produced to support any modifications, then the exception criteria had been applied.

Councillor Blackwell suggested that as part of the part night lighting trial there was an element of waiting to see how many people were hurt as a consequence. In response Councillor Bass tried to reassure those present that the County Council has already built up a lot of experience on part night lighting, and it is being careful in the way it is rolling out the project across the county. There was no wish for people to be hurt as a consequence. The exception criteria would be applied where evidence supported such action and it was pointed out areas where people congregate late at night (eg bus and rail locations) and key walkways were being taken into consideration. Street lighting would be switched off between midnight and 5 am, whereas night shift patterns tend to be based on a 10pm to 6am pattern. There is no evidence to prove that crime rates or personal injury accidents will increase. As many people will be inside their homes and asleep, he challenged the need to light up the highway unnecessarily. In practice, many local authorities across the country have adopted part night lighting, and the Government is considering its implementation on motorways.

The current roll out of the implementation of part night lighting is the first stage in the overall development of street lighting in Essex, and its consistent application would enable people to become accustomed to it in practice and potentially change attitudes in the longer term. Its impact will be kept under review and various street lighting trials will be conducted to assess how the service may be developed in the future eg new technology, lighting standards. Nevertheless Councillor Bass reiterated that in the first instance he intended that street lighting should be switched off between midnight and 5 am, and once implemented fully he would consider further flexibility in street lighting arrangements. However, any decisions on changes would have to be based on evidence.

On the basis of the Cabinet Member's explanation and assurance that the situation would be kept under review, Councillor Pond agreed to withdraw formally his call in of the decision to implement part night lighting in Castle Point Borough.



## **Call in of implementation of Part Night Lighting in Epping Forest**

Councillor Pond proceeded with his call in of the decision to implement part night lighting in Epping Forest by requesting on behalf of Transport For London (TFL) to change the timings of certain lights on bus routes in Epping Forest. He indicated that the TFL had had no representation from Essex County Council, and it was concerned that the lack of lights surrounding some bus routes in Epping Forest would be dangerous for its staff and customers, given the late finish of some bus services at 12.50 am.

Councillor Bass pointed out that the TFL representations had been received after he had signed the decision. Nevertheless if the necessary information was provided as soon as possible and no more than 100 lamps were involved, then the County Council could vary switch off times from 1am to 5 am on a trial basis for these exceptional circumstances only. As a trial it would provide useful experience on varying the timing of when individual street lights are switched off.

However, he urged Councillor Pond to submit a formal request so that it could be given proper attention.

In his notification of call in Councillor Pond had challenged the lack of any mechanism for local bodies to pay for continued all night lighting, and at the meeting he asked why there was no provision to maintain lighting at Borough and District Council's own expense.

Councillor Bass responded that Essex County Council has a statutory responsibility for highways street lights whilst amenity lighting came under the auspices of district and parish councils. Under these circumstances it was considered that it would become confusing if other bodies paid for lights they are not responsible for. Furthermore there are broader costs associated with street lights aside from energy costs, which would need to be paid for proportionately and could create more confusion in terms of accountability.

At the meeting Councillor Pond took the opportunity to draw attention a recent stabbing assault in Station Road that occurred at 1.15 am and asked what the process was to have the lights switched back on immediately in such a situation to assist the Police.

Councillor Bass confirmed that the street lights could not be switched back on immediately the crime took place, and that the Police have their own means of responding to such a situation. If evidence was put forward to justify an exception being made to part night lighting in certain streets, then changes could be made. He reminded Councillor Pond that that the project is going through a learning process and there must be an open-mindedness about the policy and the technology being used. The central management system does provide flexibility as demonstrated when the decision was taken to leave street lighting on throughout the night across Essex because of the poor weather conditions predicted on 5 December 2013.

Finally Councillor Pond informed those present that a District Councillor had made representations on part night lighting as he was unhappy with the lack of any exception criteria for recreational areas. Councillor Bass responded that in practice research showed



some decrease in anti-social behaviour at such locations. However, research on this issue would be kept under review as it may emerge.

On the basis of the Cabinet Member's explanation and assurance that the TFL request for part night lighting to be varied would be taken in to consideration as referred to above, Councillor Pond agreed to withdraw formally his call in of the decision to implement part night lighting in Epping Forest District.

In response to Councillor Pond's enquiry as to when the two decisions would be implemented, Councillor Bass indicated that steps would be taken to change the street lighting as from 2 January 2014.

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		AGENDA ITEM 11
		<b>PSEG/08/14</b>
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	23 January 2014	
NORTH ESSEX PARKING PARTNERSHIP		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

On 13 November Councillor Stephen Robinson called in decision FP-383-11-13 relating to Minute 25 of the North Essex Parking Partnership Joint Committee meeting held on 31 October entitled 'On-Street Permits and Parking Report'.

In line with the procedure for handling the call in of a decision, an informal meeting was held on 20 November. A formal note of that meeting and a copy of his Notification of Call-In form is attached at the Appendix.

At the informal meeting Councillor Robinson agreed to withdraw his Call In on the basis of the information exchanged.

(NB: This report was originally circulated as part of an agenda for a Committee meeting in December 2013 that was subsequently cancelled).

**Action required by the Committee:**

**The Committee is invited to note the action taken in this matter.**

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## **Appendix**

### **Notes of Informal Meeting regarding the Call-In of a Decision**

#### **Call in of North Essex Parking Partnership Joint Committee decision reference FP-383-11-13 (Minute 25/ October 2013) – On-Street Permits and Parking Report**

Note of an informal meeting held at County Hall, Chelmsford on Wednesday, 20 November 2013

Present:

County Councillor Stephen Robinson (Committee Member responsible for calling the decision in)

County Councillor Jon Whitehouse (Local County Councillor on whose behalf the call in was made)

County Councillor Simon Walsh, Chairman of the Place Services and Economic Growth Scrutiny Committee

Councillor Susan Barker, North Essex Parking Partnership (NEPP) Joint Committee (attending on behalf of its Chairman, who had sent his apologies)

Councillor Gary Waller, Epping Forest District Council (EFDC) Joint Committee Member

Richard Walker, NEPP Manager

Qasim Durrani, Assistant Director (Technical) EFDC

Richard Clifford, Secretary to the NEPP

Christine Sharland, Scrutiny Officer, Essex County Council

Councillor Walsh welcomed everyone to the informal meeting that had been set up as part of the County Council's Call In procedure for the consideration of the North Essex Parking Partnership (NEPP) decision FP-383-11-13 called in by Councillor Robinson on behalf of Councillor Whitehouse.

At the outset Councillor Whitehouse, at Councillor Robinson's invitation, explained the reasons for the call in as set out in the Notification of Call In attached at the Appendix to this note. In summary he challenged the business case and proposed increased charges being made for the residents parking permits. He referred to the situation in Epping Forest District to illustrate his points. While he accepted the principle of harmonising residents parking scheme policy across the Partnership over a longer period, he felt that the percentage price increases were not reasonable. In terms of the budget he also questioned why it appeared that the generation of income from permit charges and that raised through parking enforcement appeared to be handled differently as part of the business case/ budget. He argued that by improving parking enforcement, permits charge increases might not be necessary. He acknowledged that the County Council's Place



Services and Economic Growth Scrutiny Committee had recently agreed to set up a Task and Finish Group to review Parking Partnership working, but had felt it was still necessary to draw attention to this decision by seeking its call in.

Councillor Barker introduced the NEPP case by providing some historical background, and referring to the practical difficulties associated with predicting its budget that had to be overcome for the purpose of its business plan. The cost of implementing and enforcing resident parking schemes was quite high. Essex County Council had written to the NEPP in 2009 indicating its view that it considered that a charge of £70 for a permit was reasonable. If scheme costs are not covered by the income generated by permits then those schemes would in effect have to be subsidised, and in the past Essex residents in general had shouldered that burden. The harmonisation of schemes was also being considered in a much broader context than just permit charges. It was recognised that there are disparities in the criteria applied in different districts eg blue badge exemptions, visitor permits. It was pointed out that motor vehicle ownership necessarily entailed costs, and where someone parked on the public highway as part of a residents' scheme there was an annual charge associated with that particular facility ie parking space provision.

Councillor Waller confirmed that if the NEPP did not seek to cover the costs of residents' parking schemes, then EFDC would have to contribute to any deficit. He believed that those in a scheme would prefer to pay the proposed increased permit charge rather than not having it at all as it still represented value for money.

There was various discussion about the difficulties of planning the budget and parking enforcement. By its very nature the NEPP has had to be objective about the income that may or may not be generated through enforcement activity, and the disparities that exist in costs and income across different locations.

The NEPP target is to become revenue neutral. If the budget does not balance then District Partners will have to contribute to alleviating any shortfall, which the NEPP is trying to avoid. While it was intended that the NEPP should be self-financing, it was not aiming to be a profit making organisation.

Councillor Barker highlighted the importance of the experience being built up by the NEPP on managing its operation, and why some options would not necessarily produce anticipated outcomes. Councillor Whitehouse reflected on the decision to make some enforcement staff redundant, and yet increased enforcement could yield more income. In response Richard Walker explained that while people seemed to want more enforcement, the issue of more penalty notices did not necessarily result in increased income as people took steps to challenge or avoid payment. The NEPP was continually reviewing its enforcement operation in order 'to get smarter' taking into account local circumstances and changes in technology eg payment methods. While enforcement costs tend to be fixed, income generation is variable.

With particular reference to regulatory considerations, Richard Walker explained why the NEPP had to address financial matters relating to resident parking schemes separately



from enforcement, namely such separation was required through the relevant legislation. The budgets cannot be used to cross subsidise operations.

NEPP representatives confirmed that active steps are being taken to develop its management and operation based upon experience in order to achieve the agreed aims for that Partnership, including a break even budget. It was intending to review the way that it communicates with both its Partners and the public in order to provide greater transparency on its activities eg identifying permit charges for a three year period rather than one year.


Based upon the exchange of information at the informal meeting Councillor Robinson, and inter alia Councillor Whitehouse, agreed to withdraw formally the call in of this decision. In doing so they drew attention, in particular, to the NEPP's stated intention to improve public transparency on its activities.

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## Appendix

### Notification of Call-in

<b>Decision title and reference number</b> <b>FP-383-11-13</b>	
<b>North Essex Parking Partnership Joint Committee.</b> <b>Minute 25 of the Joint Committee meeting held on 31 October 2013</b>	<b>Date decision published</b> 8 November 2013
<b>Last day of call in period</b> 13 November 2013	<b>Last day of 10-day period to resolve the call-in</b>
<p>The decision to increase residents' parking permit charges in advance of the figures set out in the business case represents an unreasonable shifting of the cost burden from those who break the rules onto the shoulders of those who are adversely affected by parking problems and play by the rules.</p> <p>The decision to increase the cost of residents' parking permits in Epping Forest by an additional £5 is unreasonable and not well-founded. It represents a 33% increase between 2012 and 2014, and 60% since 2010 and does not reflect the NEPP business case figures provided.</p>	
<b>Signed:</b>  Cllr Stephen Robinson	<b>Dated:</b> 13 November 2013
Called in on behalf of Cllr Jon Whitehouse	
<b>For completion by the Governance Officer</b>	
<b>Date call in Notice Received</b> 13 November 2013	<b>Date of informal meeting</b> 20 November 2013
<b>Date of Audit and General Scrutiny Committee Meeting (if applicable)</b>	<b>Date call in withdrawn / resolved</b> 20 November 2013







		AGENDA ITEM 12
		<b>PSEG/09/14</b>
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	23 January 2014	
WORK PROGRAMME AND UPDATES		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

The purpose of this report is to provide an update on the Committee's work programme, and proposals for taking forward the planning of certain scrutiny reviews where it has been established that it may influence the Council's activities going forward.

The Committee's work programme that was drawn up during the summer has been overtaken by subsequent events during the Autumn at both national and local levels including the Committee's call in of various Cabinet Member decisions that has affected the way resources are prioritised. The work programme is monitored regularly and experience is highlighting the importance of careful topic selection at the outset in order to maximise what can be achieved in the longer term.

### **Update on recent activities**

Since the Committee's last formal meeting on 24 October 2013 Members have been engaged in various activity as listed below, and reported more fully elsewhere in this agenda:

- **Trading Standards Visit:** On the afternoon of 24 October, Members of the Committee had an opportunity to visit Trading Standards and gain an insight into its work. Councillors Ian Grundy, David Kendall and Andy Wood attended the visit.

During the visit it was explained that within the past few years Trading Standards had moved to an 'intelligence-led' approach, which made better more effective use of resources. The way in which this approach worked was explained to Members. The Members were taken through the many different functions of Trading Standards with some practical examples of its work.

- **Informal Meetings relating to Call Ins:** Individual Cabinet Member decisions for Part Night Lighting in (1) Colchester, (2) Castle Point, and (3) Epping Forest Forest; and a decision of the North Essex Parking Partnership



- **Essex Economic Growth Strategy:** On 28 November the Committee took part in a briefing on the Strategy.
- **Country Parks:** On 19 December the Committee took part in a briefing on the future of the Council's Country Parks.
- **Part Night Light Task and Finish Group:** The Group has begun collating evidence to inform this review.

## **Proposed activity**

The following issues that have already been agreed for future review are drawn in particular to Members' attention.

- **Recycling Centres for Household Waste (RCHW) Service**

It is necessary to clarify for the purposes of the work programme that there are in fact two strands to the Committee's consideration of the RCHW Service. As advised to the Committee in September 2013 (Minute 4), an earlier scrutiny review recommended that further investigation be undertaken on the longer term future of the Service. However, as identified elsewhere on this agenda the Committee's engagement is being sought in the development of the RCHW service delivery and infrastructure strategy now under consideration by the Executive, and the active formulation of proposals for changes to the Service in the short/ medium term.

With particular reference to the overall work programme any further scrutiny work on the RCHW Service will have to be considered in terms of the topic selection criteria and prioritising resources, including the original recommendation.

- **Parking Partnerships**

Although it may not be possible to take forward this review in any depth in the next few months given that resources have to be directed to other Committee priorities, it would be helpful if Members could begin to consider whether or not they would wish to be considered for membership of the proposed Parking Partnerships Task and Finish Group that will be formed to conduct the review. In particular attention is drawn to the chapter on the 'Operation of Task and Finish Groups' in the Council's Overview and Scrutiny Handbook, which is published on the Essex County Council website, [www.essex.gov.uk](http://www.essex.gov.uk) (*From the Home Page, click on 'Your Council', then on 'Meetings and Agendas', then on 'Public Documents' from the list on the left hand side of the screen, and finally select the Overview and Scrutiny Handbook from the list of documents*). The Chapter sets out a framework for the conduct of task and finish groups, and the role and responsibilities of a member in group activity.

Please could any Member wishing to put forward their name for consideration as a member of the Group, please do so in writing to the Chairman and give an indication of their particular reasons for wanting to take part in the investigation and what they may



be able to contribute as a constructive team member including an indication of the types of questions you may wish to ask as part of the review that has the following terms of reference:

‘Are the original objectives of the Parking Partnerships being delivered, and what lessons have been learned to inform more effective partnership working in the future?’

Depending upon responses in this matter, it is hoped that some preliminary discussion could take place with prospective Group members to inform the forward planning of the review.

### **COMAH Scrutiny Report/ Communication Protocol: Task and Finish Group**

Arising from the Off Site Emergency Planning Arrangements around COMAH sites in Essex, it was agreed (Minute 6/ September 2013) that the Committee set up a Task and Finish Group to complete more in depth consideration of recommendation 4 set out in the original scrutiny report namely:

‘That, in view of the importance of community resilience and the County Council’s statutory duties, it be recommended to the Cabinet Members for Communities and Planning, the Leader, and Finance and Transformation Programme, that a protocol be developed to ensure that the services provided by the corporate Communications and IS Teams to the ECPEM Team are modern up to date, effective, and user friendly in the support and delivery of public information on emergency planning in Essex taking into account the needs of individual residents’. (IS – Information Systems, ECPEM – Essex Civil Protection and Emergency Planning)

Providing that the Task and Finish Group stays focussed upon monitoring whether or not the recommendation has, in fact, achieved any outcomes it is not envisaged that this review will require more than three meetings (one to plan the review, one to receive and consider evidence, and one to agree the final scrutiny report).

Councillors Terry Cutmore, Tony Hedley, Malcolm Maddocks and Andy Wood indicated an interest in conducting the review at the Committee’s September meeting.

It is hoped that arrangements can be made for the Group to meet in February/ March. However, its timing will depend upon what priorities exist at the time.

### **Next steps**

Aside from the Committee’s aspirations to conduct overview and scrutiny, it is suggested in May it reviews its own experience since its formation in order to improve its operation based upon the lessons have been learned. The current Part Night Lighting Task and Finish Group’s activity is being observed by an independent facilitator who will be able provide some useful oversight.



In the meantime it is necessary to review the work programme in the light of current circumstances. Therefore it is proposed that the Chairman will oversee further discussion with the relevant Cabinet Members to gather up to date information on those strategic issues where the Scrutiny Committee could usefully direct its attention. Then the topic selection criteria can be applied to inform the prioritisation of the resource available, including Member capacity, so that a revised work programme can be submitted for the Committee's consideration.

The current work programme has been updated to reflect the latest circumstances and is attached at the Appendix.

**Action required by Committee:**

**The Committee is asked to (a) note the foregoing report subject to any action proposed in relation to other reports on this agenda that may affect the work programme, and (b) those Members who wish to be actively involved in the proposed Parking Partnerships Task and Finish Group take the action requested in the foregoing report.**

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## Appendix

### Preliminary work programme of the Place Services and Economic Growth Scrutiny Committee: Forward Look for 2014 (as at 14 January 2014)

Meeting	Topic	Approach	Current status
<i>TFG – Task and Finish Group</i>			
<b>23 January</b> Formal meeting	Work Programme	Progress report to consider proposed committee activity and reviews	Ongoing NB reference to establishing Parking Partnerships TFG
	Recycling Centres for Household Waste Service	Briefing on current activity, including public consultation, on proposals for the changes to the current service	
	Update on Call Ins reconsidered since last meeting	1.Colchester Part Night lighting (PNL) 2.North Essex Parking Partnership 3.Castle Point PNL 4.Epping Forest PNL	In line with procedures it is necessary to report to Committee all call ins withdrawn following informal meetings
	Economic Growth Strategy	Committee engaged in workshop held in November, and Members input actively sought	Report to record Committee activity
	Country Parks	Committee engaged in workshop held in December, and Members input actively sought	Report to record Committee activity
	Part Night Street Lighting	Scrutiny review ongoing	Report on progress of TFG activity
	Local Highways Panels (LHPs)	Cabinet Member has requested opportunity to update the Committee on the LHPs	
January TBC	Financial Inclusion: Task and Finish Group	Monitoring Cabinet response to Scrutiny Report recommendations	Await Cabinet response and then TFG to



			report back to Committee
January Task and Finish Group (Date tba)	Part Night Street Lighting	Ongoing – in process of collating further evidence	
Winter Task and Finish Group (Date tba)	COMAH Communications Protocol	Proposal to set up TFG agreed by Committee on 26 September (Minute 6)	To examine outcome of original scrutiny report recommendation, and then to report back to Committee
Winter/ Spring Task and Finish Group (Date tba)	Parking Partnerships	Proposal to set up TFG agreed by Committee on 24 October (Minute 5)	First meeting of TFG will plan review and draft scoping document for Committee's formal approval

**Other topics being investigated for inclusion in the Committee's future work programme include:**

- Future of Recycling Centres for Household Waste Service (reference from former Committee)
- Integrated passenger transport (including reference from former Committee)
- Ringway Jacobs Contract (after April 2014). In the meantime attention is drawn to some work being undertaken by the Audit Committee on the Essex Highways Contract and Performance Management.
- Traveller Unit (after April 2014)
- Flood Management (later in 2014)
- Government Consultation on Aviation Policy/ Stansted Airport
- Essex Economic Growth Strategy – Partnership working

NB This is not a finite list as other matters are also under investigation

**ACTIVE TASK AND FINISH GROUPS**



<b>Task and Finish Groups</b>			
	<b>Membership</b>	<b>Status</b>	<b>Planned Activity</b>
Financial Inclusion	Cllrs Grundy, Kendall, Walsh	Based upon former Group that undertook original review, proposal for it to reconvene to cross examine response to recommendations set out in Scrutiny Report	Ongoing
Off Site Emergency Planning Requirements around COMAH sites	Cllrs Cutmore, Hedley, Maddocks, and Wood	Proposed to be set up to monitor outstanding responses to recommendations set out in Scrutiny Report	To be scheduled
Parking Partnerships		Agreed to be set up October 2013 (Minute 5)	To be scheduled
RCHW Service		Referral from earlier scrutiny report to consider longer term future of RCHW Service (Minute 4/ September 2013)	To be scheduled
Part Night Lighting	Cllrs Pond, Hedley, Hirst, Danvers, Robinson, Wood, Smith, and Walsh (ex officio)	Scrutiny review in progress	Ongoing

Please note that the TFGs will have to identify timetables for their activities that will have to be managed within overall resource available.







		AGENDA ITEM 13
		PSEG/10/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	23 January 2014	
FUTURE COMMITTEE DATES		
Enquiries to:	Sophie Campion, Committee Officer 01245 430715 sophie.campion@essex.gov.uk	

Please note the future meeting activity dates for the Place Services and Economic Growth Scrutiny Committee for the municipal year June 2014 through to May 2015.

Please reserve the whole day in your diary as activity dates may comprise a variety of activities across the full day including formal public meetings, briefings, task and finish group meetings and visits:

- Thursday 26 June 2014
- Thursday 24 July 2014
- Thursday 25 September 2014
- Thursday 23 October 2014
- Thursday 27 November 2014
- Thursday 18 December 2014
- Thursday 22 January 2015
- Thursday 26 February 2015
- Thursday 26 March 2015
- Thursday 23 April 2015
- Thursday 28 May 2015

Please also ensure that you have the remaining activity dates for this municipal year in your diary as follows:

- Thursday 27 February 2014
- Thursday 27 March 2014
- Thursday 24 April 2014
- Thursday 22 May 2014



