

Place Services and Economic Growth Scrutiny Committee

10:15	Thursday, 27 November 2014	Committee Room 1, County Hall, Chelmsford, Essex
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Quorum: 5

Councillor S Walsh
Councillor G Butland
Councillor T Cutmore
Councillor A Erskine
Councillor C Guglielmi
Councillor T Hedley
Councillor I Henderson
Councillor D Kendall
Councillor V Metcalfe
Councillor C Pond
Councillor S Robinson
Councillor K Twitchen
Councillor A Wood

Chairman

For information about the meeting please ask for:

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www.essex.gov.uk/scrutiny



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	Apologies and Substitution Notices The Committee Officer to report receipt (if any)	
2	Minutes To approve as a correct record the Minutes of the meeting held on Thursday 23 October 2014.	5 - 12
3	Declarations of Interest To note any declarations of interest to be made by Members	
4	Questions from the Public A period of up to 15 minutes will be allowed for members of the public to ask questions or make representations on any item on the agenda for this meeting. No Statement or question shall be longer than three minutes and speakers will be time. On arrival, and before the start of the meeting, please register with the Committee Officer.	
5	EU Funding & Brussels Office To examine access to EU funding – Report PSEG/31/14	13 - 30
6	Highways Maintenance And The Repair of Potholes To consider report PSEG/32/14	31 - 48
7	Jobs,Welfare and Skills To consider the progress report of the Task and Finish Group – Report PSEG/33/14	49 - 58
8	Third Party Responsibilities & Flood Management To consider the progress report of the Task and Finish Group Report - PSEG/34/14	59 - 68
9	Work Programme To receive report PSEG/35/14	69 - 70
10	Date of Next Meeting To note that the next committee activity day will be held on Thursday 18 December 2014.	

11 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.

12 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 23
OCTOBER 2014**

Present:

Councillor S Walsh (Chairman)	Councillor D Kendall
Councillor D Harris	Councillor M Maddocks
Councillor A Erskine	Councillor C Pond
Councillor C Guglielmi	Councillor S Robinson
Councillor I Henderson	

Members also in attendance: Councillor K Bobbin; Councillor A Naylor; Councillor R Hirst, Cabinet Member for Libraries, Communities and Planning.

1. Membership of the Committee

The Chairman drew attention to the fact that at full Council on 14 October changes were announced to the Committee's membership, and Councillor Dave Harris had replaced Councillor Alan Bayley on the Committee.

The Chairman welcomed Councillor Harris as a Committee member, and wished to record the Committee's appreciation to Councillor Bayley for his participation in meetings.

2. Apologies and Substitution Notices

Apologies were received from Councillors Twitchen (Councillor Maddocks substituting) Butland, Hedley, Metcalfe, and Wood. However, Councillor Metcalfe did in fact join the Committee for the briefing given by Councillor Hirst.

3. Minutes

The Minutes of the Committee meeting held on 24 July 2014 were approved as a correct record and signed by the Chairman.

4. Declarations of Interest

With reference to Minute 10, Councillor Pond declared a personal interest as he was a Member of the Chartered Institute of Library and Information Professionals; and Councillor Robinson declared a personal interest as he is a Trustee of an organisation that had made an application for Community Initiative Funding (CI F).

5. Questions from the Public

There were no questions raised by members of the public.

6. Work Programme

The Committee considered report PSEG/27/14 by the Scrutiny Officer updating Members on the work programme.

The Chairman gave an overview of the site visit that took place on 25 September to consider highways maintenance and the repair of potholes, and sought feedback from those Members who had taken part on the day. A full report on the visit would be submitted to the next Committee meeting.

With particular reference to passenger transport, some Members raised concerns about the lack of information they had received on various aspects of its provision and wish to engage in pre-scrutiny. The Committee had received a briefing on the theme of developing a better public transport network for Essex in July 2014 (Minute 9), and the Chairman undertook to arrange for Members to be updated on what progress had been made since that briefing on the afternoon of its next committee activity day in November.

7. Third Party Responsibilities and Flood Management

The Committee noted report PSEG/28/14 setting out the progress of the Task and Finish Group conducting this review.

It was suggested by Members who were not on the Group that drain clearance, and the flooding of cycleway and footpaths might also be taken into consideration as part of the review.

8. Jobs, Welfare and Skills

The Committee considered report PSEG/29/14 setting out the progress of the Task and Finish Group conducting this review.

During discussion Members were encouraged to refer to the Group any information that they might have on individuals' experience and the names of outside organisations that could provide useful evidence for the review.

9. Part Night Lighting Scrutiny Review (Minute 7/June 2014)

The Committee noted report PSEG/30/14 concerning the Cabinet Member's response to the recommendations set out in its Scrutiny Report on Part Night Lighting (PNL).

During the meeting Members alluded to various PNL issues raised in the scrutiny report itself as well as some local concerns including:

- Perceived increase in crime since the introduction of PNL,
- Update on various LED pilot schemes
- Impact on the local economy
- Councillor Pond advised that a number of County Councillors in Epping Forest District would be meeting with Councillor Bass to discuss the impact of the

variation to PNL in that area, and the ability of other organisations to contribute to street lighting remaining on during the night.

While the main purpose of this particular meeting was to note the Cabinet Member's response to the Committee's Scrutiny Report, it was agreed that the Cabinet Member should be invited to a future meeting to provide an update on PNL.

10. Cabinet Member for Libraries Communities & Planning

Councillor Roger Hirst, Cabinet Member for Libraries Communities & Planning, provided the Committee with an overview of his portfolio and answered Members' questions. A summary of his briefing is attached at the Appendix to these Minutes.

11. Date of Next Meeting

The Committee noted that its next formal meeting was scheduled for 27 November 2014 at 10am.

There being no urgent business the meeting closed at 1.15pm.

Chairman

Appendix to Minute 10

Summary of overview of the Communities, Libraries and Planning Portfolio provided by Councillor Hirst, Cabinet Member

Councillor Hirst confirmed that his portfolio covers a wide range of topics with an overall budget in the region of £20.5million. For this particular briefing he focussed on the following issues:

Planning and Duty to Co-operate

The Council continues to support the development of the various district Local Plans and provide comments and responses to consultation. Only four Essex districts have adopted local plans in place. The remaining eight continue to progress their plans with the front runners (Uttlesford and Maldon) expecting examinations before the end of the calendar year. Of the four already adopted, three have now commenced reviews and are actively involved in cross border co-operation to support housing delivery. The County Council has attended Member meetings with Harlow and its neighbours and with Tendring / Colchester in support of cross-boundary co-operation.

The Council is reviewing Stansted Airport's proposals to grow its capacity and has met with partner authorities to discuss our response to the consultation, which is broadly supportive of the plans to increase usage of the existing runway.

Councillor Hirst advised that he would be attending a Strategic Aviation Special Interest Group (SASIG) meeting, and its objectives are:–

- To promote the need for long-term, sustainable aviation policies that lead to a reduction in the environmental impact of aviation whilst securing appropriate social and economic benefits;
- To increase understanding of the local and global impacts of aviation on the environment and communities;
- To identify and promote the changes needed to move towards sustainable aviation practices within the industry and Government; and
- To work with other organisations and the Government on the formulation of policy advice.

Minerals and Waste Planning

At the July Full Council meeting the Minerals Plan was signed off and is now being implemented.

The Member Reference Group for Minerals and Waste has now started meeting to commence activity on the Waste Plan. The next stage of consultation on this Plan will take place later in the year.

Gypsies and Travellers

The Essex County Traveller Unit (ECTU) has had successful year during 2014, and in a report being drafted for the next ECTU Joint Committee some of the key points to be included are:

- Generally the vast majority of encampments have been visited within one working day (over 95%)
- 80 of the total 103 encampments have been dealt with by negotiated departure
- 87% of Section 77 actions when taken have been completed within 10 working days
- Health: ECTU continues to signpost families on authorised sites towards healthcare including inoculations/immunisations, GP/Dentist registrations, long-term conditions identified (86), advice on healthy eating, and general health checks
- Education working with Educational Welfare officers: including numbers of children helped into school and home education
- Home Fire Safety visits
- Site safety visits

Flood Plans

Over past year there has been various flash flooding in different parts of the County. Canvey Island, in particular, was hard hit on 20 July, and the County Council has been working on a multi-agency response, and a Section 19 report analysing the causes and detailing possible actions has been produced. £470k additional funding has been approved from the Highways budget towards addressing flooding issues on Canvey.

The Section 19 report referred was referenced at a recent multi-agency meeting hosted by the local MP Rebecca Harris in Westminster. In terms of the report this was subject to a review by the Governments' Chief Scientific Officer who generally agreed with the report's findings.

The Council's own library in Witham has been flooded and had to be closed for several days

The County Council, together with other Essex Authorities has put together a response to the DEFRA SUDS Team in respect of the future delivery of Sustainable Flood Drainage Systems. As a Lead Local Flood Authority (**LLFA**) the County Council has a keen interest in the effective implementation and maintenance of SuDS. A number of concerns have been identified in the proposals.

Trading Standards

Trading Standards has conducted a campaign during the V festival cautioning against legal highs. The result was a good record on underage sales tests and very little novel psychoactive substance activity was observed. The visible police presence was a success.

In the Halite case a group of traders were sent to prison for conning elderly people. Two key money launderers have been tried and sentenced, and others are due in court

October/November. All are pleading not guilty. The Police are continuing to investigate the Proceeds of Crime. There are also other ongoing cases around money laundering, which are being prosecuted

In Person Services

Councillor Hirst has established a Members Reference Group for the In Person Services programme, which is looking for opportunities across the County to bring public services together in Community Hubs eg the Colchester Library. While all libraries are being reviewed he stressed that there are no proposals to close any libraries.

Country Parks and Environment The Council is developing a new vision for Country Parks. In December 2013 the Committee had received a briefing on the Country Parks Service and been advised of the ongoing work to review that Service. As part of the review new attractions are being considered as well as variable Charging for car parks, which will be subject to consultation in due course.

The Environment Team is involved in a multi-million pound Heritage Lottery bid for external funding to continue the improvement of green infrastructure in the south of the County – the result of this bid should be known shortly.

Culture and Heritage

The Essex Records Office (ERO) has provided a series of important engagement events over the summer to commemorate World War 1, including a recent event starring Tony Robinson. These events have introduced thousands of new residents to the wide range of services that are provided by the ERO.

The Essex Network of Artists' Studios Events and Traces: an exhibition of commissioned work by ENAS Member Artists was launched in September.

Communities and Voluntary Sector

The deadline for the submission of applications for funding from the Community Initiatives Fund has now closed and panel visits will be held in November.

The Council's Voluntary Community Sector (VCS) Framework was endorsed by the Cabinet in October, and implementation plans are now being developed.

		AGENDA ITEM
		PSEG/31/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	27 November 2014	
EUROPEAN FUNDING AND BRUSSELS OFFICE		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

Given the role of European Funding and the Brussels Office to the Essex community and its significance for the Committee's remit, the Chairman has invited some contributors to the meeting to raise awareness of these topics.

The Brussels Office serves the needs of fifty two East of England local authorities and other partners, works with Essex County Council's (ECC) External Funding Team to increase the level of EU funding for this county.

The main focus of the meeting will be upon ECC performance and strategy to access EU funds and engagement with Brussels Office.

At today's meeting the following contributors have been invited to address the Committee:

- Councillor Kevin Bentley as Cabinet Member for Economic Growth, Infrastructure and Waste and Recycling
- Karen Williams, Head of Funding and Investment , ECC
- Jonathan Millins, Senior European Policy Officer, East of England European Partnership Brussels Office (hosted by ECC on behalf of partnership)

Attached at the Appendix are two papers that provide background for this item:

1. Briefing Paper on European Funding prepared by the ECC Funding and Investment Team
2. East of England European Partnership Brussels Office Business Plan 2014-15

Action required by the Committee at this meeting:

To explore the ECC relationship with the Brussels Office, and the Council's strategic engagement on EU affairs.

European Funding

Briefing Paper prepared by the Funding and Investment Team for the Place Service and Economic Growth Scrutiny Committee meeting on 27 November 2014

What is European Funding?

The term European Funding is used to describe a group of pan-Europe 7 year funding programmes issued by the European Commission that allow Essex County Council (ECC) and its partners to access grants that can help provide financial support to projects that meet the specific objectives/ outcomes of the programmes.

ECC's Historical Success Securing European Funding

ECC has been an active participant in previous programmes securing £12.8m in the last programme which ran from 2007 – 2013.

Table 1 Funding secured from the EU funding programme; 2007 – 2013

EU Prog 2007-2013	Essex wide Total	ECC share drawn down to date
ERDF	£8,610,100	£3,117,064
ESF	£7,984,236	£7,286,361
Interreg Iva 2 Seas	£5,425,276	£1,295,909
Interreg IVB NSR	£6,308,739	£552,482
Interreg IVB Nth West EU	£499,662	£19,662
Interreg IVC	£242,146	£242,146
Other EU Programmes	£1,073,320	£282,463
Overall EU Funding Secured	£30,143,479	£12,796,087

ECC successfully secured funding for 26 projects, 3 of which secured funding of over £2m. Excluding these 3 projects the average funding secured by a project was £163k. Across Essex there were 60 projects funded through the European Union (EU) programme, 6 of which secured funding of over £2m. Excluding these 6 projects the average funding secured by a project was £239k. The lower average project funding achieved by ECC was due to the majority of funding coming through the Interreg programme which grants smaller sums than other programmes.

Further information about Interreg and ESIF is set out at the annex to this briefing paper.

Challenges faced in previous Programmes

In the last programme, ECC started well with coordinated project development and involvement, amassing a majority of its gains in the period from 2007-2010. However, from 2011 onwards the Funding Team spent a lot of capacity driving forward and promoting the opportunities, having lengthy meetings with lots of

collaborators, only for the project not to be pursued due to the perceived risks around EU funding, and complications with local partners.

The perceived risk is a direct result of ECC exposing itself to claw back under the ESF (European Structural Funds) programme in 2006, which amounted to £2m. This led to nervousness around EU funding.

The previous 2007-2013 programme adopted an approach that encouraged individual projects to come from within each county of the region. Some crossover, and collaboration was built with the likes of Thames Gateway South East Leading a Low Carbon Business and a few other programmes were also developed to fulfil the need for 'Regional Impact'. However, the smaller localised projects came forward with a passing glance to the Regional Impact, but more of a benefit to the town or location the project was built in. This was fine as long as the owners of the projects were prepared to take full financial responsibility and accountability for the delivery of the promised outputs. This engendered an ongoing underspend in the regional programme.

During this period, there was no centre of funding excellence within ECC and so bids were primarily developed by the service lines themselves. This adversely affected the quality of the bid documents and in many cases the bids were rejected at an early stage.

Moving towards the next programme

It is imperative that ECC and Essex based organisations take advantage of the opportunities offered by the new EU Funding programme which runs from 2014 – 2021. The main programmes and related themes pertinent to Place outcomes are set out below, along with the action that is being carried out:

Issue 1

It remains apparent that organisations across Essex both public and private, are not yet aware of the opportunity that the EU Funding Programme offers.

Action

Continued activity, to raise the profile and awareness of EU funding across all organisations in Essex.

Issue 2

In the next ESIF (European Structural and Investment Funds) programme the UK government is the Managing Authority but it has chosen to devolve its responsibilities for implementation down to LEP's (Local Enterprise Partnerships). The EU feels very uncomfortable with this devolved approach and as a result it is proving difficult to gain clarity on the overarching legal framework (Operational Programme). This means at a local level, organisations are distracted from project pipeline development and continue to work in silo's when we know that the LEPs preferred approach is whole-scale strategically focused programmes.

Action

A consistent message is shared across the various networks/ forums and meetings that the priority is to develop strategic programmes and that we should not get side

tracked by national debate on the overarching frameworks. The implication of being distracted by the lack of clarity will mean an under developed pipeline of strategically focused projects when the funding calls come out. The initial call is likely to be of significant value and others may be better placed than us to competitively bid for those funds.

Issue 3

A robust cross LEP project pipeline of 'shovel-ready' projects is required, for bidding under the ESIF programme in the first quarter of 2015 (the EU works by calendar not financial years). We are actively engaged with all the local authorities and partners across Essex, to explain how EU funding will operate and the method in which to present a project for approval but progress is slow.

Action

Recognise that ECC is able to build in EU Funding into the underpinning 'funding strategies' currently being built, through projects on the pipeline for the duration up to 2020, to help commissioners achieve their outcomes.

Issue 4

As the SELEP has moved to a federated model, there has been confusion regarding how the project approval process will work. The first indication has recently been announced with the development of a single South East ESIF Committee which will be chaired by the private sector and have representatives from a cross section of partners. This will be the decision group for projects to be accepted for funding across the whole of the LEP, and all projects must build towards this single framework.

The Local Growth Delivery Team based at Department for Communities and Local Government will maintain project contact through development to ensure criteria is met, and an expected two stage process of Expression of Interest to them first will be implemented prior to a full Business Case for approval by the SE ESIF Committee.

Action

Clarity is sought from the SELEP on the process for securing funding.

Issue 5

Strategic collaboration pan Essex has historically been very difficult to secure. This has in part been driven by the nature of the previous programmes. But this programme is a very different beast and it explicitly requires collaboration across all sectors within Essex and beyond our borders.

Action

Through the existing networks and forums, a collaborative style of engagement must be re-enforced and encouraged. Opportunities for joined up working must present themselves at regular intervals. The Funding and Investment Team (FiT) recommend that a seminar/ conference is run which will focus on collaboration and identify inter dependencies and complementary areas of focus across the County with the aim of finalising the project pipeline.

Annex

INTERREG

Interreg is designed to stimulate cooperation between member states of the European Union on different levels. The Interreg initiative is designed to strengthen economic, social and territorial cohesion through cross-border, transnational and interregional cooperation.

The implementation of the programmes is co-ordinated by steering committees, which consist of representatives of the authorities responsible for Cohesion Policy measures in each member state. These can be both central state agencies and regional agencies. The final beneficiaries of Interreg funds are usually public authorities, interest associations and non-profit organisations, such as chambers of commerce, employer organisations, unions or research institutes. Under Interreg IV, private firms are only eligible if they apply through a consortium of several firms; in previous programme periods, they were not eligible at all.

ESIF

European Structural and Investment Funds are the European Union's main funding programme for supporting growth and jobs.

Historically these funds have been accessed and managed independently. However, for the 2014 to 2020 period, Government are bringing them closer together to make the most of the connections between them, and ensure a more accessible process for those seeking and applying for funding. In England, a new European Growth programme will run from 2014 through to 2023, and is made up of:

- European Regional Development Fund
- European Social Fund
- part of the European Agricultural Fund for Rural Development

Each of the three European Growth programme funding streams has a separate national Operational Programme document setting out the priorities and activities it supports. Initial drafts of these have been produced for the European Regional Development Fund, European Social Fund and European Agricultural Fund for Rural Development. They have been submitted to the European Commission and are now being negotiated and so are subject to change.

A UK Partnership Agreement sets out financial allocations and describes how the UK will use EU funds to help meet Europe's long-term goals. The combined UK-wide value for the European Structural and Investment Funds and the European Maritime and Fisheries Fund is €16 billion.

The large majority of the funds in the ESIF Growth Programme will be notionally allocated to LEPs areas. LEPs will work with local partners, to set out their priorities for the EU Growth Programme Funds in their area in an investment strategy.

Further information can be found through the links below:

<https://www.gov.uk/government/publications/england-2014-to-2020-european-structural-and-investment-funds-growth-programme-handbook>

<https://www.gov.uk/england-2014-to-2020-european-structural-and-investment-funds-growth-programme>

<https://www.gov.uk/government/publications/european-structural-and-investment-funds-uk-proposals>

FURTHER INFORMATION

Committee Members may find the following page of use:

http://europa.eu/legislation_summaries/glossary/

East of England European Partnership Brussels Office Business Plan 2014-15

1 Background

- 1.1 The 2013-14 business plan radically updated and refreshed the former three year plan and reflected both the new sub-national arrangements as well as the evolution of the EU's policy agenda, beyond that of the Commission Work Programme.
- 1.2 This year's business plan is in part an evolution of that agreed for 2013-14. Some of the priority areas of activity follow on logically from the previous year, e.g.
- Working alongside local partners to position them to make the most of significant programmes when they eventually come on stream later in this financial year, such as the EU Growth Programme (ERDF/ESF/EAFRD), TEN-T and INTERREG.
 - Preparing and informing partners to avail of the new EU funding opportunities of relevance to them under the new 2014-2020 programming period as calls emerge.
- 1.3 However on the Brussels side, the context for the broader policy agenda is likely not to be set until mid-way through this financial year. In May 2014 the new 5 year term of the European Parliament starts and in September/October the composition of the new Commission will start to emerge. Therefore the European Partnership cannot yet anticipate the changes that these two new institutions will bring to the policy agenda.

3 Vision for Service

In 2014-15, the European Partnership is focussed on giving local partners a voice in key policy debates, and providing expert advice and support to help partners access EU funds from the new 2014-2020 programmes. The team is entirely focussed on providing a high quality, intelligence-oriented service, concentrating on the needs of our partners, while also exploring potential income generating opportunities which can be invested back into the service for the benefit of partners.

4 Who we are and what we do

- 4.1 The East of England European Partnership funded by East of England LGA, and a number of other partners, to represent the views of the East of England European Partnership vis-à-vis the EU Institutions.

The office's principle aim is to assist partner organisations improve their access to EU funding, through:

- Finding a path of opportunity for partners through the EU institutions and legislation;
- Providing intelligence and advance warning of EU policy and funding developments;
- Raising the profile of individual partners in particular and the East of England in general with key policy makers in the EU and organisations across the EU;
- Creating links through networking and partner searches with other European regions in support of transnational project development.

4.2 Governance and stakeholder engagement

4.2.1 The European Partnership is steered by the **Europe and International Panel (EIP)**, recently reformulated to be a panel of the East of England LGA. As a consequence of the governance review of the East of England LGA, the Europe and International Forum, previously a stand-alone group, decided to review its own terms of reference. Now as a panel of the Association, its chair will also be the East of England LGA spokesperson on European Affairs, reporting activities into the management committee of the Association. The broader stakeholder involvement as represented in the EIF membership will not change.

4.2.2 The EIP provides strategic guidance to the work of the European Partnership, and is the voice of the European Partnership on issues relating to European and International Affairs. It meets quarterly and has a broad stakeholder engagement including local government (East of England LGA), international trade, business, social and environmental stakeholders, representatives from Local Enterprise Partnerships, Members of the European Parliament and the Committee of the Regions. The new terms of reference and membership are set out at Annex 1. The European Partnership provides the secretariat to the EIP and reports quarterly to it

4.2.2 Having only a small team of 5 policy officers (4FTE), the European Partnership relies on excellent relations with local partners who are able to promote or take advantage of the EU funding intelligence and information provided by the Brussels-based team. The office uses a range of communication tools to give timely information to the network of officers across the partnership. It produces regular information newsletters (policy snapshots, funding and partner search monitor) as well as detailed briefings when key EU funding calls are expected or announced. The expertise of the team is best exploited by partners coming forward with specific queries and detailed requests. It maintains a detailed member-only website which acts as a repository for a broad range of policy and funding briefings. The new updated website is password protected giving exclusive access to subscribing partners. Twitter is being used and shortly Facebook too as additional means of communicating opportunities to partners.

4.2.3 The European Partnership provides the secretariat for the **European and International Affairs Officer Group (EIAOG)** which meets quarterly. This network, open to European officers as well as officers dealing with economic development or external funding and provides a forum for exchange of good practice and experience on funding applications. The European Partnership uses this forum to obtain input in the development of policy positions, which are ultimately signed off by the EIP, taking advantage of the insight of experienced practitioners.

4.2.4 The European Partnership uses a number of additional forums to communicate key policy and funding intelligence and information. The list of organizations include,

but are not limited to; East of England LGA's portfolio holder networks, Regional Transport Forum, Strategic Transport Sub-Group, LSPs and county officer networks, the Strategic Migration Partnership and Local Enterprise Partnership boards and sub-boards as well as frequently updating the ERDF Local Management Committee (LMC). Other ad hoc task and finish groups are established as required by the sector, eg the EU Growth Programme stakeholder round table.

- 4.2.5** On request, the European Partnership team delivers 1-2-1 meetings with partners as well as tailored presentations for individual officers or politicians from member authorities, eg local authority cabinet briefings or presentations to management teams.

5 Funding and management of the European Partnership

- 5.1** Line management and hosting of the European Partnership continues to be provided by Essex County Council in close collaboration with the East of England Local Government Association (East of England LGA). The principle contributor to the European Partnership budget is still the East of England LGA. However additional income comes from a number of other partners and external sources.

- 5.2** The challenge for the European Partnership in 2014/15 is to deliver a high quality service to subscribers to ensure that the current partner base will stabilize to ensure budgetary certainty. Furthermore to this end the team will do more to 'sweat its assets' and secure income for its highly regarded EU information service with organisations outside of the East of England, especially those without a base in Brussels.

5.3 Current subscribers to the European Partnership service include:

East of England LGA

Greater Cambridgeshire Greater Peterborough Local Enterprise Partnership

Hertfordshire Local enterprise Partnership

New Anglia Local Enterprise Partnership

University of East Anglia

Anglia Ruskin University

University of Essex

5.4 The European Partnership provides its information service to

Norfolk Constabulary

Association of Colleges of the Eastern Region (TBC)

Manchester Brussels Office

Merseyside Brussels Office (TBC)

5.5 The European Partnership hosts:

European Port Community Systems Association (EPSCA),

5.6 The European Partnership has sublet part of its office space to:

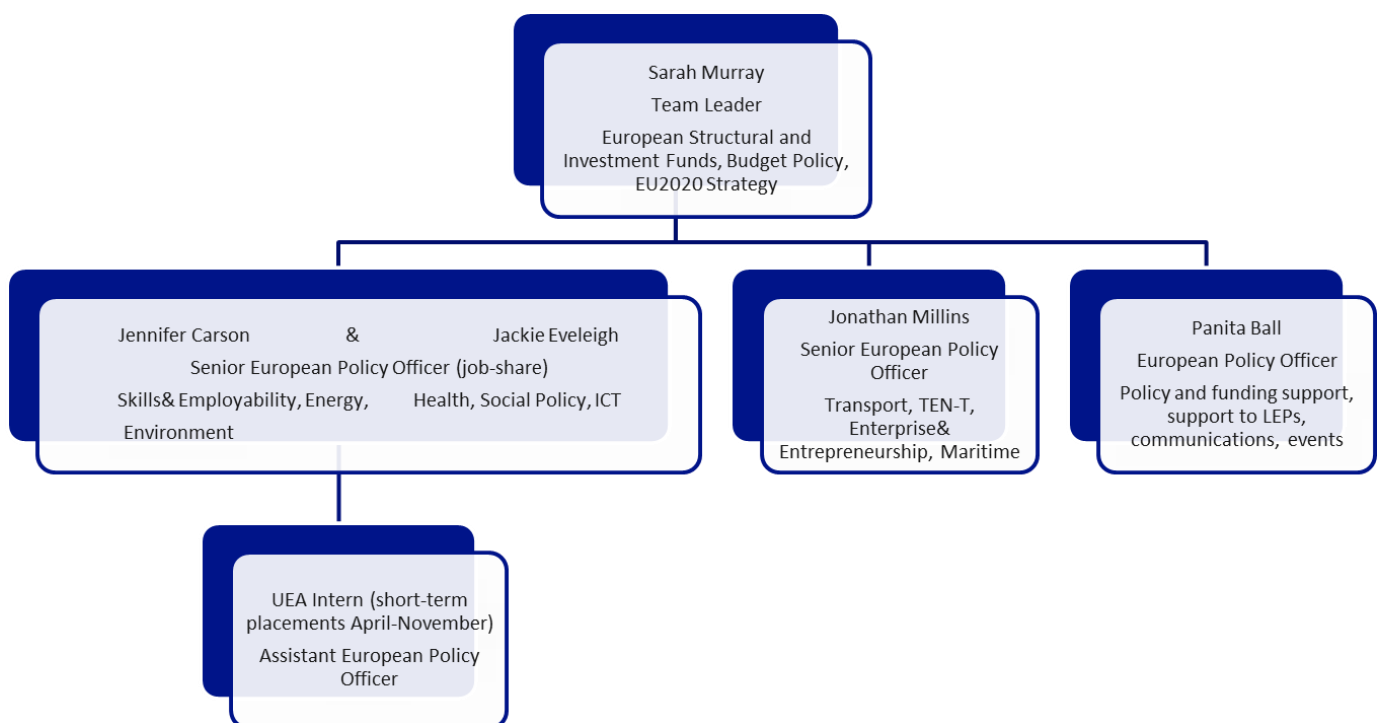
Manchester Brussels Office

Merseyside Brussels Office

North of England EU Health Partnership

Kent Brussels Office

5.7 Staff Structure 2014-15



5.8 Budget

The budget for the European Partnership for 2014-15 is £361,050, of which £167,400 comes directly from the local authorities via the East of England LGA. Other income comes from partners and sub-letting as described above.

Through a service level agreement with the University of East Anglia, the European Partnership hosts a number of graduates providing them with EU public affairs work experience to boost their employability.

6 Priority policy/funding areas of activity

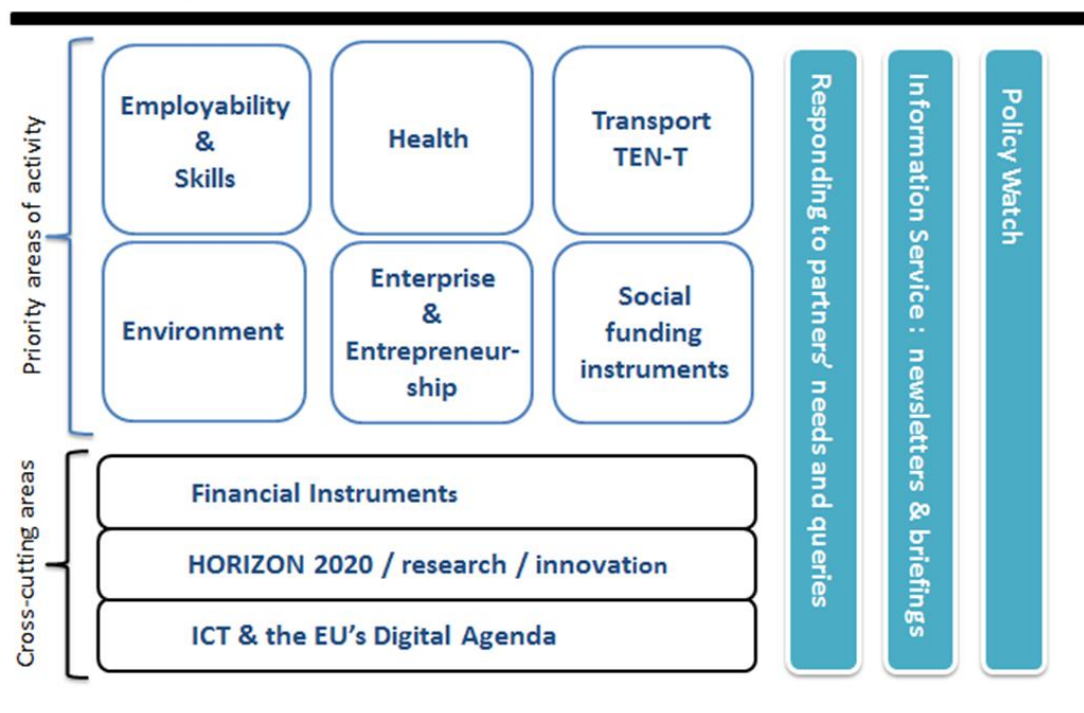
6.1 The East of England European Partnership in 2014-15 will focus its attention on the following policy areas based on partners interest and needs:

- **Employability and Skills:** From the European Social Fund (ESF) to the Erasmus+, the EU plans to focus its investments over the coming 7 years on boosting employment through a better skilled workforce. The European Partnership will support its partners and help them access funding to address local needs and opportunities.
- **Health:** With the new local authority responsibility for public health, as well as the significant research and business opportunities in delivering solutions to the health societal challenges, the European Partnership will focus on funding opportunities that fit the needs and opportunities of its partners. There is a range of EU funding streams which address different aspects of health; from research into solutions to support active ageing (Horizon 2020/Active and Assisted Living Joint Programme/ERDF), to opportunities on public health and health systems (The Third Health Programme), and related social funding instruments (such as EaSI and DAPHNE). Opportunities also exist to engage in shared initiatives, such as the EU's European Innovation Partnership on Active and Healthy Ageing, and other networks which bring together regions, service providers, industry and academia.
- **Transport:** Following positive and constructive engagement with the EU institutions and Department for Transport, a number of routes in the East of England now sit on both the TEN-T Core Network and the new Core Network Corridor, including the A14, A1(M), M25, Felixstowe-Nuneaton rail link, Ports of Felixstowe and Harwich (cluster), London Gateway, Port of Tilbury, and Stansted and Luton airports. Unlocking future investments (including financial instruments) via the new TEN-T financing instrument the Connecting Europe Facility (CEF), will be critical to sustaining economic development and creating jobs. Sustained pressure will be required to ensure the voices of local stakeholders is strong and clear on the emerging Corridor Forum which encompasses the core routes and ports. In addition, improving urban mobility and addressing road safety issues remain key challenges for East of England partners.
- **Environment:** 2013 saw the launch of proposals for new air quality legislation and a review of EU waste targets. The European Partnership has already highlighted the potential impact on local authorities of the new air quality legislation and will continue to support local authorities in the region to ensure the new legislation does not impact them unduly. Likewise the review of waste targets will also be followed closely, building on the consultation response delivered in 2013. Following successes in previous years, there will also be a focus on seeing how the new energy and environment funding programmes can continue to help partners meet their low carbon objectives.
- **Enterprise and Entrepreneurship:** With many local partners committed to supporting SMEs into becoming more innovation-oriented and competitive, there are a number of EU funding programmes of relevance; Horizon 2020 (the successor programme to FP7); COSME (the dedicated programme for supporting SMEs); and ERDF are all designed to boost the competitiveness of businesses through research and innovation. Priority sectors and businesses with high growth potential in the East of England are well placed to take advantage of such funding streams. The take-up generally in the East of England of these programmes is good but more can be done to make the programmes more accessible for SMEs and encourage technology transfer and the commercialisation research.
- **Financial Instruments:** The use of financial instruments using EU funds is now a major tool for investment in support of competitiveness. In addition to the use of

ERDF to develop financial instruments as part of the EU Growth Programme for England, almost every policy area and funding stream from 2014 will use financial tools to maximise the impact of EU funds. Building relations between partners and the European Investment Bank and European Investment Fund as well as new institutions such as the British Business Bank will be crucial. The European Partnership will work to demystify these new tools and communicate appropriate opportunities to partners

- **Social Funding:** 2014 sees the overhaul of funding instruments managed by the European Commission and its Agencies. A raft of new programmes will be publishing new funding opportunities throughout the year across social affairs, justice, and home affairs which relevant to public authorities, civic society, and academic organisations. The European Partnership will support its partners in identifying and assessing relevant opportunities and build transnational contacts and partnerships.

East of England Brussels Office Business Plan 2014-15: priority areas of activity



7 Looking Forward: Priority activity for 2014-15.

- **Grow the visibility of the East of England as well as individual subscribers.** Visibility vis-a-vis policy makers in the European Commission and European Parliament can help influence policy making and helps establish fruitful relationships. Showcasing excellence acts as a marketing tool to attract the best partners when preparing competitive EU funding applications. The European Partnership will continue to use key thematic weeks (eg Open Days, Green Week, EUSEW) and bespoke events to showcase East of England partners.
- **Build strong engagement between the EU and the East of England** to ensure that the funding opportunities and importance of engaging in policy debates are understood and availed of. Building on the EU funding member masterclass held first in September 2013 and the recent visits of Council Leaders to engage with EU policy makers, the European Partnership plans to;

- organise a further EELGA member masterclass on EU funding to ensure local authority members understand the opportunities unfolding for 2014-2020, and
 - develop two Brussels engagement field trips for members and officers (Autumn 2014/Spring 2015)
- **Ensure partners have a strong voice in the determination of key EU investments** With the EU Growth Programme still in development and an operational programme not expected to be agreed between the UK government and the Commission until late 2014 at earliest, much work has still to be done in this financial year to ensure local partners are well placed to make the most of the significant EU investment of the EU Structural and Investment Funds. Similarly with the Connecting Europe Facility (TEN-T), work is ongoing to ensure that local voices can shape the investment decisions on TEN-T routes for 2014-2020. While the European Partnership will concentrate action on the main EU Institutions, partners will equally be supported in their engagement with the lead UK government departments responsible for negotiations with the EU (eg BIS/DCLG/DEFRA, DfT).
- **Prepare partners and individual clients for the next generation of EU funding programmes.** Working closely with the EU Connects service based in the East of England, the European Partnership will provide early intelligence on the relevant calls under the new 2014-2020 EU funding programmes. In addition to the briefings on the changes to the EU funding programmes, the European Partnership and EU Connects will organise several events in the region. Here local partners can develop project ideas, engage with national contact points and be in a strong position to bid early and often for the 2014-2020 programmes.
- **Strengthen the European Partnership budgetary position and consequently its service to partners.** The European Partnership has developed new relationships over the course of 2013/14, notably with the several Local Enterprise Partnerships. It is important that these relationships deepen and provide stability for the funding base after many years of uncertainty for the team.
- Equally where the European Partnership can secure income through contracts with non East of England partners this should be explored. Care will be taken to ensure that any additional contract is complimentary to existing work and does not distract from core service provision to partners. Already a contract has been secured to provide the information services to Greater Manchester, more effort will be made to finding further clients.
- **Information Services:** The European Partnership will continue to deliver high quality information services to partners including the regular policy snapshots and the funding monitor newsletters and more in-depth briefings as and when required.
- **Policy Watch:** While the main focus for the European Partnership team will be the policy areas and funding programmes prioritised under section 6, other EU policy areas will continued to be scanned for opportunities of relevance to partners and reported on as and when necessary.

The European Partnership in 2014-15 will;

- work on both funding and policy issues of key interest to partners including transport, enterprise and entrepreneurship, health and social care, environment, and structural funds
- aim to ensure optimum visibility in EU policy debates with the EU Institutions – working closely with the region’s MEPs - in the above areas for the benefit of the East of England in general and our partner organisations in particular,
- be focussed on preparing partners to be bid competitively into the new 2014-2020 EU funding programmes to address their challenges and opportunities
- aim to broaden the list of service subscribers to strengthen the budget position.

Europe & International Panel

Terms of Reference

- To act as the East of England sub-national forum for the discussion and determination of European and international issues;
- To provide a strong two-way link to the region's MEPs and its members of the Committee of the Regions;
- To ensure key elements of European policy are considered by appropriate fora within the region (e.g. EELGA Portfolio holder networks, Regional Transport Forum etc.);
- To develop East of England responses on European policy development where there is a clear common interest and to marshal effective lobbying activities;
- To promote the drawdown of EU funds of relevance to East of England Partners, and to be a forum where synergies between different EU funds can be exploited/maximised (Horizon2020, LIFE, Erasmus +, INTERREG and the EU Structural and Investment Funds)
- To receive updates on the progress of investment and eventual impact of the EU Growth Programme (ERDF, ESF and some elements of the EAFRD),
- In particular to be a forum for LEPs and local stakeholders to come together and explore opportunities under the EU Growth Programme for projects spanning multiple LEP areas
- To co-ordinate promotion of the East of England in Europe e.g. through relevant overseas networks, embassies and consuls, targeted marketing campaigns and involvement in the EU Open Days and other relevant Brussels-based events;
- To provide UKTI with advice and to inform the development and delivery of overseas trade and FDI activity;
- To dialogue with Sector Skills Council Alliance;
- To promote opportunities for lobbying on and maximising overseas trade and FDI leads through relevant institutions, at an EU level and more widely and
- To act an advisory board to Essex County Council in respect of the management of the East of England European Partnership.

Governance and support

- The Europe and International Panel is to be established as a panel of the East of England LGA
- The Forum will be chaired by the East of England LGA
- The Secretariat for the Forum will be provided by the European Partnership;
- The existing Europe and International Affairs Officer Group will support the Forum.

Membership of the Forum

It is proposed that a discussion on the membership of the Panel will follow agreement on the final terms of reference. In addition to members, a permanent invitation will continue to be extended to MEPs and members of the Committee of the Regions

EIP Membership

Title	First Name	Last Name	Organisation	Representing
CLlr	Graham	Butland	Braintree District Council	EELGA – Conservative (chair)
CLlr	Marco	Cereste	Peterborough Borough Council	EELGA - Conservative
CLlr	Budge	Wells	Central Bedfordshire	EELGA - Conservative
CLlr	Robert	Gordon	Hertfordshire County Council	EELGA – Conservative
CLlr	Ann	Steward	Breckland	EELGA – Conservative
CLlr	John	Lamb	Southend on Sea	EELGA - Conservative
CLlr	David	Bills	South Norfolk	EELGA – Conservative (alternate)
CLlr	Sandy	Martin	Suffolk County Council	EELGA - Labour
CLlr	Roy	Davis	Luton	EELGA - Labour
CLlr	Sue	Carpendale	Babergh District Council	EELGA - Liberal Democrat
CLlr	Robert	Bucke	Tendring DC	EELGA – Independent
Ms	Cecilia	Tredget	EELGA	EELGA Officer
Mr	David	Morrall	Department of Communities and Local Government – ERDF	Head of ERDF and RGF, East of England
Ms	Deborah	Cadman	Suffolk County Council	Honorary Secretary of the Europe and International Forum
Mr	Daniel	Mouawad	South East Midlands Local Enterprise Partnership – Chief Executive	LEP
Mr	George	Kieffer	South East Local Enterprise Partnership – Vice Chair	LEP
Mr	Mark	Jeffries	New Anglia Local Enterprise Partnership – board member	LEP
Mr	John	Gourd	Hertfordshire Local Enterprise Partnership- Chair	LEP
Mr	Grahame	Nix	Greater Cambridgeshire, Greater Peterborough Local Enterprise Partnership- Chief executive	LEP
Mr	Paul	Bird	Director, Essex County Council	Management of European Partnership
Mr	Chris	Parkhouse	East of England Institute of Directors	Representing business community
Mr	Michael	Large	East of England Business Group	Representing business community
Mr	Phil	Laken	National Trust/EEEEF	Representing environmental interests - vacant
Mr	Andrew	Thomson	ACER	Representing further education colleges
Ms	Karen	Livingstone	NHS Eastern Academic Health Science Network	Representing Health sector
Mr	Neena	Patria	National Skills Academy	Representing the skills agenda
Mr	Mark	Mitchell	COVER	Representing voluntary & community sector organisations
Ms	Liz	Basing	UK Trade and Investment	UKTI
Ms	Aimi	MacCormac	Anglia Ruskin University	Representing universities
Mr	Ian	Beggs	Norwich Research Park	Representing innovation interests

- 10 members + 1 officer from the East of England LGA
- The chair of each of the East-ish Local Enterprise Partnerships, or a board member
- A representative from the Department of Communities and Local Government
- 2 member from the business community (e.g. from the East of England Business Group, IOD etc)
- 1 member from UKTI
- 1 member representing environmental interests (e.g. from the East of England Environmental Forum)
- 1 member representing the health community
- 1 member representing innovation interests (e.g. Research Park)
- 1 member representing universities
- 1 member from further educational/adult colleges (e.g. from ACER)
- 1 member representing the skills agenda
- 1 member representing the management of the European Partnership (Essex County Council)
- 1 member representing community sector organisations (e.g. from COVER)
- Honorary Secretary of the Europe and International Forum, a local authority Chief Executive

		AGENDA ITEM
		PSEG/32/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	27 November 2014	
HIGHWAYS MAINTENANCE AND THE REPAIR OF POTHoles: SEPTEMBER 2014 SITE VISIT		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

The September 2014 committee activity day comprised a site visit and seminar focussed upon highways maintenance and potholes. It was an informative day as Members were given the opportunity to witness specialist road repair work being undertaken on site, and to learn about a topic from first hand observation and discussion with experts.

An overview of the topic and record of the day's activities is set out in the scrutiny report attached at the appendix to this report. It is proposed that the report be published in the library of scrutiny reports published on the Council's website.

Required by the Committee at this meeting:

To endorse formally the publication of the attached scrutiny report.

Appendix

Report of Place Services and Economic Growth Scrutiny Committee Site Visit on 25 September 2014 to consider Highways Maintenance and the repair of potholes

Introduction

At its meeting in June 2014 (Minute 5) the Committee agreed its current work programme, which included a proposal for a seminar on highways maintenance and repair of potholes. The aim of the seminar, as set out in a scoping document submitted at the same time, was to provide Members with a better understanding of how highway maintenance including the repair of potholes is managed and the choices made.

The following report provides a brief overview of the topic, together with a record of the Committee's site visit and seminar that took place on 25 September 2014.

Background

Highway maintenance is a complex subject area. Minor decisions or policies can have a major impact both in the short term and long term.

The total length of the road network in Essex is over 5000 miles and it is likely the most valuable asset the County has, with a value of around £7 billion.

It is estimated that 90% of the Essex highway network was created before the 1960's and indeed some parts can be traced back to Roman times. During its evolution it would not have been envisaged that roads would have to accommodate the sheer volume of traffic that now exists on the network. Large parts of the network do not comply with modern design standards with the result that some roads are straining and have a high maintenance demand. This can range from strategic roads such as the A127 to some country lanes such as Pudding Lane in Epping Forest. The type of traffic that uses the network also has a big impact on its deterioration, with one HGV estimated to do as much damage as 10,000 cars.

Highways maintenance demands can become onerous and part of a vicious circle. Due to the demands to keep the network open and keep road/lane closures to a minimum the ability to undertake maintenance and bring it up to standard is reduced. Therefore the options are reduced for doing a long term repair and in some cases roads are reduced to a program of temporary repairs increasing the maintenance liability.

Generally speaking, it is preferable to maintain the asset and not let it deteriorate so that expensive disruptive repairs are required. Some of this work can be addressed by simple inexpensive techniques funded by revenue. However, such work is easily targeted in any funding cuts. The sort of areas referred to include drainage, weed spraying and surface dressing programs.

As with maintaining any other asset keeping on top of this work will reduce the risk and numbers of potholes, and subsequently help to contribute towards improved public satisfaction. However, it is emphasised that these maintenance programs will not

produce short term gains. Decisions taken years ago are only now being realised reinforcing the need to protect these programs.

- Highway Maintenance Inspections

In accordance with its statutory duties the Council carries out regular inspections of the highway network. The frequency of the inspections will depend on the type or purpose of the inspection and the importance of the road. There are two main types of inspection.

- Safety Inspections

Safety inspections are undertaken by in house inspectors and will pick up defects considered to be dangerous for the highway user. Strategic roads or main pedestrian footways will be inspected monthly. Lightly used rural roads and residential roads will be inspected annually. As far as possible an inspection will be carried out on foot by a dedicated highway inspector using a hand held data collection device. For high speed roads or for long lengths of rural roads these may be driven with the inspector accompanied by a driver. The method employed will depend on the risk assessment and what is deemed to be the safest method. This may be using a slow moving vehicle or van appropriately marked and up with lights, or a specialist truck with crash cushion, or other methods.

Aside from carrying out regular inspections the inspectors will also respond to reports about defects from members of the public, police or other sources. These reports will be channelled to the inspectors via Contact Essex, online via CONFIRM, and the customer teams, and are recorded for ad hoc inspection to take place.

- Service Inspection and Condition Surveys

Service inspections are specialist surveys or enhanced inspection that require specialist knowledge or need to be carried out in more detail. These include New Roads and Street Works Act (NRSWA) inspections to regulate the activities of utility companies; Inspections of safety barriers, trees, etc. The frequency will depend on the item being inspected: Assets such as Safety fencing and trees are inspected as part of a rolling programme.

Condition surveys are undertaken by specialist contractors and are used to establish the current state of the road network. These surveys must be undertaken to national methodologies and for some areas of the network form part of the Government's Single Data List and so must be reported to the DfT. The present methodology requires that A B and C roads (predominately our County Roads network) must be undertaken using machine surveys called SCANNER.

- Defects

Problems with the highway material or structure that meet the "investigatory levels" detailed in the Essex Highways Maintenance Strategy (April 2008) are known as defects. The repair times relating to carriageway defects were revised in the summer of 2013, and the current repair and inspection standards can be found using the following

link:

http://cmis.essexcc.gov.uk/essexcmis5/Decisions/tabid/78/ctl/ViewCMIS_DecisionDetails/mid/422/Id/5353/Default.aspx

Due to the size of the network it would be impossible to record and repair all defects that are present. Only defects that meet a criteria or investigatory level will be recorded and assessed priority repair status. This process is set out within the Highway Strategy (pages 48 to 65,

http://www.essexhighways.org/Uploads/Files/essex_highway_maintenance_strategy_april_08.pdf).

Defects that are deemed to require an urgent or prompt attention are classified as -

Category 1 defects and would be made safe either within 2 hours or 24 hours from the time the defect was identified.

Category 2 defects are those that following an assessment are deemed not to represent an immediate hazard or have a low safety risk. These defects are more likely to have serviceability or sustainability implication which if left unchecked could develop into Category 1 defect.

All defects are recorded on the counties Asset Management system called CONFIRM. Each defect has a unique number recording its description, GPS location as well as photos of the defect. This information can then be used to assist the engineers to programme and instruct repairs, defend third party (red) claims, measure outputs and carry out analysis.

- Potholes

By far the most common defect on the highway is the pothole. There is information on the Council's website via link <http://www.essexhighways.org/Transport-and-Roads/Roads-and-Pavements/Potholes.aspx>

Technically a pothole is defined as the breakup of the highway surface and can be the result of one or combination of three causes.

- Structural weakness – This usually occurs on the edge or haunches of the carriageway pavement structure where it is unsupported by a kerb edge. It is a common problem on rural roads where the edges have been overrun by traffic. It can also occur in the wheel tracks of carriageways, which have not been strengthened to take heavier traffic.
- Impact damage or chemical attack – This is the result of damage caused by third parties from heavy loads impaction onto the carriageway surface or severe point loads. It can also include areas of carriageway where oil or diesel has been spilled, breaking down the asphalt binder.

Water ingress: An asphalt surface is an impervious material. Over time the binder will oxidise taking on the grey colour compared to the black of fresh surfacing. As it oxidises micro cracks form enabling water to get within the surfacing structure. Traffic

loads cause the surfacing to flex putting the entrapped water under pressure. Eventually the pressure will propagate the micro cracks leading to the breakup of the surfacing.

Water is the most destructive element to the highway surface. It will find the weak point in any surfacing whether it will be a micro crack, poor construct joints or reinstatements or cracks that have opened up due to structural faults.

The speed that a pothole will develop is very dependent on a variety of factors. The weather is the biggest influence or catalyst. Flooding, wet weather and freezing temperatures will accelerate the process hence the winter and spring months are known pothole season but they can form at any time. Other influences would be type of traffic or the present of iron works within the structure.

More information on the causes or development of potholes can be found on the APDET report "Potholes and repair Techniques for Local Roads"

<http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=73BC2560-AB35-480C-90703C6A36E7C811>

- Pothole repairs

Once a pothole has formed in the running surface it is essential to repair the damage area before it

- a) Spreads further in plan and becomes source of danger or inconvenience for highway users, and
- b) Prevent water getting into the lower levels of the pavement construction and damaging the structural stability of the highway.

There are a variety of pothole repair materials or techniques available on the market. Most are just a cold lay material or similar that fills the void that has been created. Their advantage is the speed or ease of use thus making them ideal for emergency works such as dealing with Category 1 potholes or defects. None of them can be regarded as permanent repair, but they do make the defect safe and slow down further deterioration until a full permanent repair can be programmed. Some pothole repairs are permanent – where the pothole is cut out back to sound surface and a patch is applied rather than filling just the actual pothole.

- **Committee Seminar and Site Visit - September 2014**

On the scheduled committee activity day, 25 September 2014, there was a seminar/ site visit organised for the Place Services and Economic Growth Scrutiny Committee to obtain firsthand experience about the techniques used to fill potholes, and management of the highway asset.

Committee members Councillors C Guglielmi, I Henderson, D Kendall, C Pond, S Robinson, and S Walsh, together with Councillors B Aspinell and K Bobbin took part in the activity. Councillor R Bass, Cabinet Member for Highways and Transportation, (on

behalf of his Cabinet colleague Cllr Johnson) also joined the Committee on site to witness how repair techniques are applied.



On the day the Committee was supported by a number of officers including David Forkin, Head of Maintenance and Operations, Essex County Council; Barbara Nash, Head of Stakeholder Engagement, Essex Highways.

Also Paul Goosey, who is the Chairman of the Road Surface Treatment Association as well as a Divisional Director of Eurovia Specialist Treatments (a company working in partnership with Ringway Jacobs) was present throughout the day to provide an industry perspective on relevant issues.

The presence of engineers and highways maintenance operatives was particularly important in making the visit and seminar a success. It was an opportunity for them to explain to councillors the techniques being demonstrated on site and the way that the highway asset is maintained from a practical perspective reference to the different locations visited. Throughout the day councillors were able to ask questions of the experts present, and to draw upon the experience of the skilled workmen on site.

Analysis

The day began with the Committee travelling to the Highways Depot at Springfield. Each member was equipped with high visibility health and safety clothing as they would

be visiting sites where repair work was actually being performed. As a matter of course safety is paramount where ever maintenance is being undertaken on the highway. There are potential hazards associated with the fact that operatives may be handling hot asphalt and heavy machinery, as well as managing passing traffic. All operatives have to wear the proper safety clothing otherwise they cannot work on site.

There is a considerable range of surface patching treatments available, the use of which is determined by a number of variables such as road type, location and volume and speed of traffic. During the visit three locations were visited, and the application of four techniques witnessed. A summary of each location is set out below, together with a brief explanation of the various techniques seen on the day.

Spray Injection Patching Process Trial

Arrangements were made especially to co-incide with the Committee's planned visit so that Members could see a new technique to the United Kingdom being trialed. A spray injection patching vehicle and team had been brought over from Paris to demonstrate how some suitable types of pothole could quickly and efficiently be repaired. The location was Walnut Tree Way, Colchester, which is an estate road.



This type of process is ideal for urban locations as the chippings are deposited at low pressure, which prevents loose chippings being sprayed indiscriminately around the area of working. The extension arm at the rear of the vehicle where the material is sprayed from is very operator friendly, as it is extremely light and easy to move both sideways and up and down. All mixes of material are completely computer controlled, giving consistent results every time. Once an area of repair has been determined, it will be taped off to ensure that all edges are straight making it look very neat and tidy. Any dust or dirt is removed from the area using compressed air or with a fine water spray. The cleaned surface is then evenly sprayed with a fine tack coat to enhance the bonding of the material to the base area. The damaged area is now filled with a mixture of polymer modified bitumen emulsion and aggregate, with the operator being able to adjust the %age mix of binder on the keypad attached to the extension arm. With this particular machine two sizes of aggregate are able to be stored and used, so if the hole is fairly deep then it will be filled using 6mm aggregate, and then topped off using 4 down to 2mm. Once completed, a fine spray of clean 4/2mm is sprinkled on the repair to reduce the chance of vehicle tyres adhering to the surface. The repaired area is now rolled using a ride on roller, and when completely rolled the tape is then removed from the patch accordingly.

Conventional Patching

Conventional patching may be necessary where the pothole repair is deeper, and is more labour intensive requiring a patch to be prepared including digging out the area to be filled, emulsion to be applied prior to the laying of new asphalt by hand. The location was James Carter Road, Colchester, which is an estate road.

Two skilled operatives were working at the site, and through observation and questioning Members were able to fully appreciate the skill and experience that were necessary not only to complete the repair but to interpret local conditions and manage the flow of passing traffic.





Mixture of Jet Patching and Thermal Treatment

Following two urban situations, the Committee travelled to Hardy's Green near Birch to see some more patching techniques in a rural setting. A crew was in the area performing a planned series of repairs that had been identified by inspectors using different coloured markings to highlight their varying priorities.

The number of operatives in the crews doing the thermal treatment and jet patching in the rural location will be between two and four operatives depending on the operational requirements and traffic management control measures required. Sometimes road closures are required.

The Committee ascertained that while the public perception tends to veer towards the view that it would be more practical to address all visual defects in the road surface when a crew is on site, it is not possible in practice or necessarily efficient to do so. If too many additional works are added to a schedule of work when on site, then the overall schedule of works would fall more and more behind with a direct impact upon the repair of high priority defects where road safety considerations are greater. Furthermore not all visual defects may be cause for concern in terms of overall asset management and maintenance due to their position in the road, or they may be more cosmetic than structural defects.

Spray Injection or Jet Patching

Jet patching is performed by a skilled crew using a specially designed vehicle to apply the treatment. It is described by the Road Surface Treatments Association (RSTA) as –

‘A rapid patching technique suitable for use on rural and urban roads using cold emulsion asphalt which is placed in to the void depression in the road surface under high pressure. The void is first blasted with compressed air to clean the surface and remove any debris, then the surface of the void is sprayed and coated with bitumen emulsion. Finally the asphalt is blasted into the void, self compacting from the bottom up so requiring no additional compaction.’ (Quote taken from RTSA website <http://www.rsta-uk.org/spray-injection-patching.htm>)



Thermal Treatment

Thermal treatment is described by the RTSA as -

‘The principal of this technique is to re-heat the damaged area on the surface course using targeted infra-red then re-work the warm mobile asphalt material with a small addition of emulsion binder and aggregate as necessary, followed by compaction to make good the patch.’

(Quote taken from RTSA website <http://www.rsta-uk.org/thermal-road-repairs.htm>)





Seminar

Upon returning to the Highways Depot at Springfield the Committee was given a tour of the facility by David Forkin, Head of Maintenance and Operations. Consequently Members were able to learn about the winter service facilities and other machinery and plant on the site. It also provided an appreciation of the working relationship between the maintenance undertaken on the highway network with the provision and availability of materials and equipment, recycling facilities etc at a depot, as well as the underlying management of the maintenance programme.

Following the practical insight that the Committee was able to benefit from in the morning, the afternoon session was designed along the lines of a seminar drawing together factual information on the management of highways maintenance in Essex. While two presentations formed the basis for discussion of the subject and it provided a real opportunity for Members to challenge the information provided particularly as they now had a better understanding of the practicalities of the way that carriageway defects may be addressed.

Paul Goosey, Chairman of RTSA, addressed the Committee as an expert guest speaker. He provided an overview of the Association, which contributes to the development of standards, guidance and sharing of best practice as well as promoting road surface treatments throughout the UK and Europe. As a Divisional Director of a company engaged in the provision of specialist highways treatments, he explained the relationship between his industry, highway authorities and other pertinent organisations.

Building upon the insight Members had achieved that morning, he proceeded to focus upon the different types of surface dressing and specialist patching together with the associated advantages and disadvantages.

With particular reference to specialist patching Paul Goosey highlighted the following benefits:

- Quick permanent solution for rural and urban locations
- Mobile and fast installation
- Minimal disruption to residents

- Can be trafficked in minutes
- No loose aggregate

Aside from the patching treatments he confirmed that 'Surface Dressing' is a long established proven highway maintenance technique. In simple terms it involves the even spray application of an emulsion bituminous binder through a purpose built tanker onto the existing road surface followed immediately by the even application of aggregate chippings to 'dress' the binder.

The benefits of surface dressing are:

- The most cost effective solution to road maintenance
- Fast Installation
- Allows controlled traffic to travel on the new surface immediately
- Seals the road from ingress of water and prevents potholes
- Provides a skid resistance surface
- Will provide a service life of up to 10 to 15 years

While the disadvantages are:

- Initial public perception / Loose material
- Weather constraint

The benefits of surface dressing costs compared to conventional resurfacing (plane and resurface) were illustrated by the fact that in Essex over the past year 260 miles of surface dressing have been applied, whereas only 20 miles of conventional dressing would have been completed for the same amount of money.

<http://www.rsta-uk.org/surface-dressing.htm>

- Micro surfacing/ Gripfibre

The innovative aspect of micro surfacing is the inclusion in the formula of synthetic fibres that have undergone special surface treatment. They make it possible to apply gap-graded mix designs without risk of segregation and thus ensure lasting surface texture.

It is usually applied in a single layer of about 10mm thickness over properly shaped substrate, and is more suited to urban areas. Gripfibre® extends the service life of structurally sound pavements. It is produced and laid by a single self propelled machine that transports and stores the constituent materials, proportions them, mixes them and spreads them over large widths on the roadway. The equipment used by Eurovia is fitted with extending, variable-width spreaders. Some machines use frontend loading and continuous feed of both aggregate and liquid components and thus achieve very high application rates.

http://www.eurovia.com/media/128665/gripfibre_a4_gb_bd.pdf

Benefits

1. Excellent solution for rural and urban locations
2. Fast Installation
3. Can be trafficked after 20 minutes
4. Minimal Loose material after 24 hours
5. Seals the road from ingress of water and prevents potholes
6. Reshapes the road and provides a skid resistance surface
7. Will provide a Service Life of up to 10 to 15 years

▪ Disadvantage

- Initial Public Perception / Very Black!!!
- Weather Constraint
- Ironwork must be raised after the surface has been laid

In response to Members' questions as to his impression of the Essex Highways Authority performance, Mr Goosey indicated that from his experience the county has some of the better quality roads in the country, and a good balance of management and work. The management systems in place including the RAG (Red Amber Green) provide an opportunity for early intervention and the planning of works.

Concern was expressed that local roads were not as good as PR1 and PR2 routes, which was thought to be due to the large number of concrete roads. The engineers present confirmed that concrete based roads are more difficult to treat, and therefore the aim is to try to keep them to an acceptable standard otherwise there are large costs associated with their reconstruction.

While Members found it useful to have been afforded a better understanding of the technicalities of highway maintenance and the criteria adopted, as politicians they were fully aware of the difficulties of trying to change public perception as well as address high expectations.

Following on from consideration of the techniques that may be used to repair and maintain the highway, David Forkin, Head of Maintenance and Operations gave a presentation on the way that the Highways Asset is managed in practice by Essex Highways.

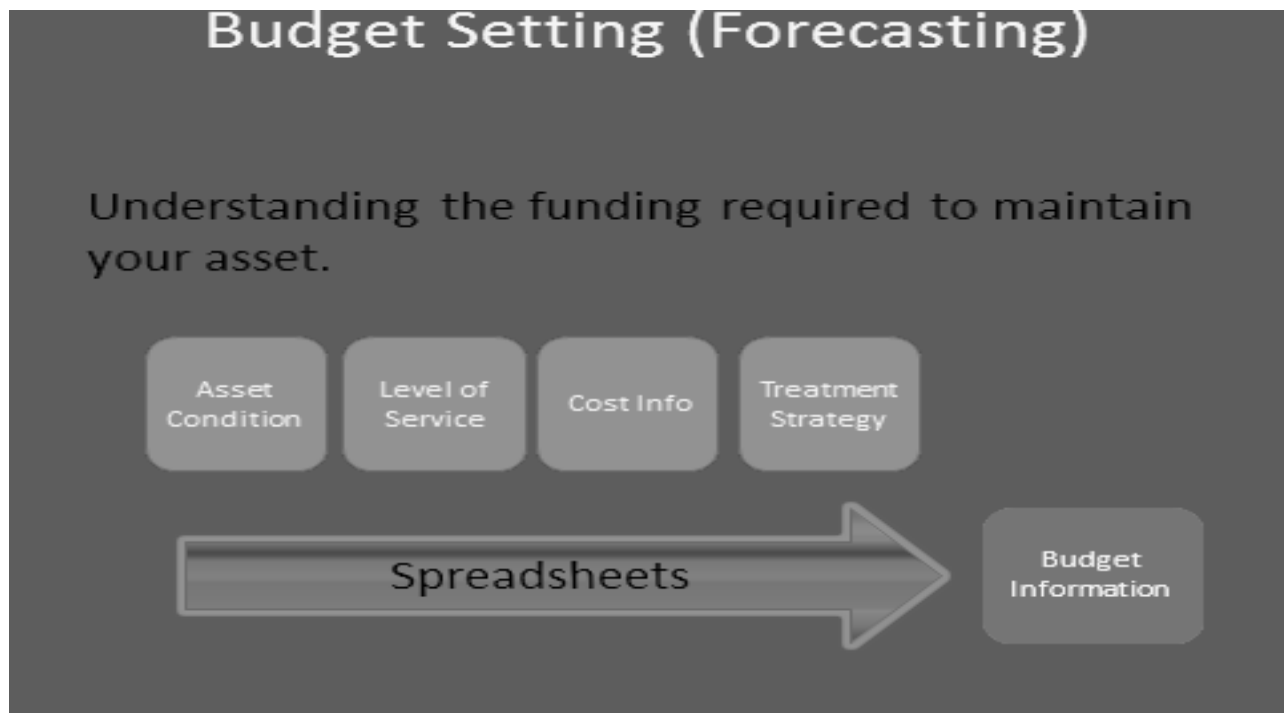
The main Asset System is called 'Confirm'. It is used to manage carriageways, footways, structures, tress, public rights of way, and ITS (ie traffic signals and similar equipment on the network); and holds information for safety inspections works ordering, customer enquiries, gazetteer management, street works management.

Condition surveys are conducted regularly on a variety of highway asset including roads, footways, vehicle restraints, ad hoc tree surveys, and ad hoc grip tester.

Highway Policies are set out in an Asset Management Plan (TAMP), Maintenance Policy, Highway Practice Notes, and Skid Policy, which are available via the Council's

website. Also Materials Guidance and a Vehicle Restraints Policy are under development. Skid policy is under development, of the above, only the Maintenance Strategy is on the website.

Asset valuation is undertaken on an annual basis in line with national reporting requirements, and involves asset owners providing up to date information. **GRC is Gross Replacement Cost (cost to replace assets if building for the first time), DRC is Depreciated Replacement cost (what the asset is worth in its current condition).**



The Council is in the process of amending its current Maintenance Strategy agreed in 2008, part of which includes the consolidation of existing road hierarchies and clear direction for maintenance standards for carriageways. The new carriageway hierarchy is as follows:

County Routes

PR1 = All A roads and some B Roads

PR2 = Remaining B roads and some c roads

Local Roads

Remaining C roads and all unclassified roads

All PR1 routes will be inspected monthly, PR2 routes will be inspected quarterly, and local roads will be inspected annually. In some instances, footways may be inspected at a different frequency to the adjoining carriageway.

New priority response times have been introduced that only relate to carriageway surface and carriageway structural defects (CWSF and CWST Confirm Defect Types). All other defect types will be responded to in accordance with the existing Maintenance Strategy 2008. Full details of the response times are published on the Council's website, together with an explanation of the paint colours used to indicate the

scheduling of repairs on the surface of the carriageway. Every defect is recorded on Confirm and a job report is maintained.

It is intended that the implementation of the new Strategy will help to manage public expectation partly because there will be a different look and feel for similar roads. It consolidates existing hierarchies, and provides a clear direction for maintenance standards for carriageways.

In financial terms the following funding is allocated

General Maintenance Allocation

- £8.1 million – countywide focus, £3.4 million for carriageways

PR1/PR2 Defect Repair Plan

- £2.5 million carriageway defects

Local Rural Carriageway Defect Repairs

- £3 million

Local Urban Roads Repairs

- £4.5 million – worst urban sites in Essex including carriageway, footway, kerbing and surface covers defects

Conclusions

The approach taken to the Committee's latest consideration of highways maintenance and pothole repairs was innovative in that it placed Councillors in a situation where they not only had an opportunity to challenge what was taking place in a real life setting rather than confines of a meeting room, but in turn their personal preconceptions were challenged. While it was agreed that it would be useful to see photographs of the condition of the potholes that they saw repaired during the visit after they have been in place for a year to assess their success or otherwise, the experience of seeing the techniques demonstrated had highlighted that there is not one technique alone that fits all circumstances and it is a more complex topic than may be popularly assumed.

While Councillors may have had an opportunity to familiarise with repair techniques, and how inspections are conducted including the role of criteria and used of coloured lining on the road surface to identify action proposed, it was accepted that the incidence of potholes would continue to be at the forefront of public concern. It will continue to be extremely difficult to foster greater understanding of the professional approach to the implementation of the strategies used manage the whole highway network, and the actual repairs carried out. Individuals will naturally tend to focus upon those particular potholes that they have personal or local concerns about, and therefore it was important to ensure steps continue to be taken to explain to the public how and why highways maintenance decisions may be taken.

Another feature of the day had been that Councillors had been in a better position to appreciate the skills required of highway operatives, and the difficulties that they may face in carrying out repairs and managing traffic on site. Actually watching potholes

being repaired had been a reminder too that the work does take time to carry out before completed and open to traffic, and had to be considered in the context of the overall scale and ever changing number of potholes across the large highway network across Essex.

In conclusion the Committee agreed that the activity day had proven very successful in equipping those councillors who had taken part with a better understanding of highways maintenance and pothole repairs, and the importance of passing on more informed explanations of the County Council's managed approach to maintaining the network with reference to the links to published information on reporting highway faults, work proposed and undertaken.



Further information may be obtained via the following links:

General information about pothole repairs and the reporting of highway defects

<http://www.essexhighways.org/transport-and-roads/roads-and-pavements/potholes.aspx>

Information about the programme for repairs 2014/2015

<http://www.essexhighways.org/Transport-and-Roads/Roads-and-Pavements/Repair-programme-2014-15.aspx>

Homepage of the Road Surface Treatment Association

<http://www.rsta-uk.org/index.htm>

Specific information about carriageway surface treatments

<http://www.rsta-uk.org/surface-products-treatments.htm>

		AGENDA ITEM
		PSEG/33/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	27 November 2014	
Jobs, Welfare and Skills Task and Finish Group – Progress Report (Minute 8/ October 2014)		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

In June 2014 (Minute 5) the Committee agreed that a task and finish group be established to conduct a scrutiny review around national programmes linked to jobs, welfare and skills.

As reported to the Committee in October 2014 (Minute 8) the Jobs, Welfare and Skills Task and Finish Group has been meeting since September and a scoping document is now attached at the Appendix for endorsement. The document sets out how the Group plans to take the review forward based on preliminary research, and is proving to be an important planning tool. Nevertheless the Group is tackling a complex subject so it is important to stress that the scoping document is not a static document as it will need to evolve as the keys lines of enquiry are investigated.

Action required by the Committee at this meeting:

To endorse the scoping document as now attached to this report.

<p align="center">Essex County Council Overview and Scrutiny Committee Review Scoping Document</p>

This form is a tool that should be compiled at the start of each inquiry to set out clearly the aims and objectives of the committee's involvement in a particular matter, and will be completed at the end of the inquiry to confirm what has been achieved. The form also provides an audit trail for a review.

Review Topic	Jobs, welfare and skills: scrutiny of national programmes in Essex	
Committee	Place Services and Economic Growth Scrutiny Committee	
Terms of Reference	<p>To consider the extent, if any, of local involvement in shaping the design and assisting in the delivery of national programmes which are linked to improving employment, welfare and skills in Essex.</p> <p>To consider how the Council and its key partners can be more effectively engaged with the development and delivery of national programmes, with the aim of improving outcomes for the residents of Essex.</p> <p>To consider how increased local involvement in the design and delivery of the national programmes would improve outcomes in Essex.</p>	
Lead Member, and membership of Task and Finish Group	<p>Cllr Ivan Henderson</p> <p>Cllr David Kendall</p> <p>Cllr Simon Walsh</p>	
Key Officers / Departments	Peter Cook	Head of Commissioning, Education and Lifelong Learning, Employment and Skills
	Craig Elliott	Senior Policy Advisor, Strategy and Communications
	Tim Rignall	Place Commissioner
Lead Scrutiny Officer	<p>Christine Sharland, Scrutiny Officer</p> <p>Jessamy Hayes, Policy and Strategy Advisor</p>	
Relevant Portfolio Holder(s)	Cllr Kevin Bentley, Cabinet Member for Economic Growth, Infrastructure, Waste and Recycling	

<p>Relevant Corporate Links</p>	<p>Economic growth of Essex</p> <p>Jobs and skills are vital to the economic growth of Essex. Currently there are multiple national programmes operating locally, including the <i>Youth Contract</i>, the <i>Work Programme</i> and <i>Help to Work</i>, that should be contributing to the wider economic growth ambitions of Essex.</p> <p>Ensuring that skills and welfare to work services deliver in a coherent and effective way is a key ambition of ECC. This ambition is reflected in the development of the <i>Economic Plan for Essex</i> and the <i>Strategic Economic Plan</i> and <i>EU Structural and Investment Fund Plan for the South East LEP</i>. These documents went to Cabinet in Spring 2014.</p> <p>Contributing to <i>Corporate Outcomes Framework</i></p> <p>National programmes commissioned by Government departments (BIS, DfE, DWP) contribute to the following indicators:</p> <ul style="list-style-type: none"> • Percentage of working age people in employment • Percentage of young people aged 16-19 not in education, employment and training • Percentage of Essex businesses who think they can recruit suitable people <p>It is also believed that by making education, skills and welfare to work support more responsive to the market by being more business-led, they can contribute to delivering:</p> <ul style="list-style-type: none"> • Job growth in key locations and key sectors <p>These feature in three of the seven outcomes in the <i>Corporate Outcomes Framework</i>:</p> <ul style="list-style-type: none"> • People in Essex enjoy good health and wellbeing • People have aspirations and achieve their ambitions through education, training and lifelong-learning • Sustainable economic growth for Essex communities and businesses <p>Other links: <i>Child Poverty Strategy</i></p> <p>ECC is also in the process of developing a <i>Child Poverty Strategy</i> for Essex. The provisional research for this strategy has highlighted that the majority of children in poverty are in households with at least one worker. Hence there may be a connection between low-paid, low-skilled work and child poverty. Whilst this review is not intending to look at any measures to address child poverty directly, any improvements to employment, skills and welfare to work provision in Essex are likely to have an impact on child poverty rates.</p>
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Type of Review	Task and Finish Group
Timescales	It is proposed that the Group should aim to conclude its review, and seek the Committee's endorsement of its final scrutiny report in early 2015.
Rationale for the Review	<p>The purpose of the review is to challenge the design and performance of national skills and welfare to work programmes operating in Essex with a view to improving outcomes for people and businesses. Additionally, the review would also enable a spotlight to be shone on areas of good practice and highlight where things are working well.</p> <p>Skills and employment are issues of strategic importance for Essex in its pursuit of economic growth.</p> <p>Having previously contributed a significant body of local evidence and lobbying on these issues through the All Party Parliamentary Group, Local Growth and Skills and the Whole Essex Community Budget. Currently, Essex County Council is working with the Local Government Association and the County Council Network to influence Central Government to decentralise decision making and delivery of employment, skills and welfare to work provision to enable it to be more responsive to the needs of local businesses and more accountable to local people.</p> <p>The review would give members sight of an area of policy that impacts directly on residents in Essex. Members would attempt to understand better the design, delivery, performance and barriers and, where necessary, hold to account, providers that seek to address issues on employment, skills and helping people back to work.</p> <p>The committee would provide a valuable public arena to scrutinise issues of significance for Essex residents and strengthen the way that council engages at a national level. Members have a significant role to play in achieving ECC's strategic goal of local determination of this policy area.</p> <p>The Work Programme, which is the Department of Work and Pension welfare to work provision for the long term unemployed (i.e.) is due to be re-let in 2016. This review is timely as it will contribute to ECC's strategic influence over this currently disjointed policy area.</p> <p>This direction of travel is consistent with the <i>Whole Essex Community Budget</i> programme, the <i>Economic Plan for Essex (EPfE)</i> and the <i>Strategic Economic Plan (SEP)</i>.</p>
Scope of the Topic	Brief descriptions of the programmes that this review is likely to focus on are below. Further details on the background and emerging issues are found in the briefing notes for the initial task and finish group

meeting.

Welfare to work

- **The Work Programme** (commissioned by DWP)
- **Help to Work** (also commissioned by DWP)

The Work Programme is commissioned by the Department for Work and Pensions (DWP). Help to Work began in April 2014 as a new set of intensive measures to help the long-term employed back into work.

Mainstream skills

- **Skills Funding**
 - Youth Skills (commissioned by DfE; administered by EFA)
 - Adult Skills (commissioned by BIS; administered by SFA)

Post 16 education and skills funding comes through the Department for Education (DfE) for young people aged 16-18, and through Department for Business, Innovation and Skills (BIS) for those aged 19 and above. Whilst BIS is responsible for skills policy, the SFA is an administrative agency of BIS. The National Apprenticeship Service is a division of the SFA.

Current initiatives for skills

- **Youth Contract** (has three components, commissioned by three different departments – BIS, DWP, DfE)
- **Skills Support for Workforce** (commissioned by BIS; administered by SFA)
- **Higher Apprenticeships** (commissioned by BIS; administered by SFA)

The Youth Contract pledged by Government is national programme contained three main elements. Since July 2014, only the third is still underway. This is a programme of additional support aimed at 16-17 year olds who are not in education, employment or training (delivered by DfE).

National Careers Service (commissioned by DfE)

- Youth Careers: administered by the EFA
- Adult Careers: administered by the SFA

Included

The following is included in the scope of the review:

- How the programmes are currently performing in Essex
- How do the programmes work together and can this be done

	<p>more effectively</p> <ul style="list-style-type: none"> • What are the local providers of these programmes doing to: <ul style="list-style-type: none"> ○ meet the needs of the hardest to reach groups ○ meet the needs of local businesses ○ meet the needs of locally targeted economic growth sectors • An examination of the providers' detailed targets and performance against them, including: <ul style="list-style-type: none"> ○ the number of referrals to the Work Programme that have subsequently gone back to Jobcentre Plus / are still unemployed; ○ the number of young people that remain NEET despite receiving employment, skills and welfare to work services • What strategies are in place to improve performance <p>There is potential for the scope of this topic to be broadened to consider wider employment and skills issues in Essex.</p> <p><u>Excluded</u></p> <p>The following falls outside the scope of the review:</p> <ul style="list-style-type: none"> • Provision that is delivered outside of Essex • The mainstream education and training funding for 16-18 year olds that comes through the Department for Education.
<p>Key Lines of Enquiry</p>	<ul style="list-style-type: none"> • Do national programmes, aimed at getting people into employment and equipping them with the right skills to progress into gainful employment, deliver effective results for the people and employers of Essex? • To what extent could local outcomes have been improved with greater local input into the design and delivery into these programmes? • How could ECC and local partners play a greater role in design and development of similar programmes in the future? • Is performance data and information about each programme, available, reliable and accessible to enable us to monitor performance? • What mechanisms do the programmes have in place to respond to local needs, including the need of businesses? • What is the Council's relationship with the local providers? • What examples of good practice can be seen locally and nationally? • What recommendations would we make to Government Departments to improve the programmes nationally and locally?

	<ul style="list-style-type: none"> What can the Council do to improve local performance?
Other Work Being Undertaken	The review would need to engage with the Employment and Skills Board, Employability and Skills Unit, work on welfare reform and responsible officers (as stated in scoping document), as part of planning for scrutiny.
What primary / new evidence is needed for the scrutiny?	Research papers produced by Strategy and Communications/ Insight and Analysis
What secondary / existing information will be needed?	Performance data (where available) for providers in Essex (and national comparators).
What briefings and site visits will be relevant to the review?	<p>To be confirmed based on the agreed scope of the review, and added to, as the task and finish group develops its understanding of the topics. This can be added to as part of the initial research to be undertaken by Strategy and Communications as well as by the initial planning meeting.</p> <p>Briefings</p> <ul style="list-style-type: none"> Background briefing on key issues Background briefing on key programmes <p>Suggested site visits</p> <ul style="list-style-type: none"> Jobcentre Plus (area to be confirmed) Work Programme providers (Seetec and Ingeus) <p>Conference attendance</p> <ul style="list-style-type: none"> Potential conference visits will be continually scoped by support throughout the process.
Who are the witnesses who should be invited to provide evidence for the review?	<p>A suggested list of witnesses below. A comprehensive list is included as part of the briefing pack.</p> <p><u>National</u></p> <ul style="list-style-type: none"> Department for Work and Pensions Department for Business and Innovation Department for Education Skills Funding Agency Education Funding Agency <p><u>Local</u></p> <ul style="list-style-type: none"> Councillor Kevin Bentley

	<ul style="list-style-type: none"> • ECC officers • Employment and Skills Board • Job Centre Plus • Partners in the public and voluntary and community sectors • Local college/s • Private training provider/s • Work Programme provider: Ingeus • Work Programme/ Help to Work provider: Seetec • Service users • Essex Youth Assembly (as service users)
Implications	<p>In terms of topic, have the following matters been taken into consideration in the planning of this review:</p> <p>Legal implicationsYes/ no Financial implicationsYes/ no Equality and diversity issues..... Yes/ no Other critical implications.....</p>
What resources are required for this review?	<p>From June 2014, the strategy function can offer support, including research, to assist in the scrutiny of these important issues.</p>
Indicators of Success	<p>Of the review:</p> <ul style="list-style-type: none"> • Clear understanding of how all parties can work together to improve outcomes • An action plan that all parties can agree to adopt to deliver outcomes • An understanding of the impact on outcomes for Essex residents <p>Of the expected overall outcomes:</p> <ul style="list-style-type: none"> • Reduction in length of time people are unemployed • More people into gainful work and reduced benefit churn • Reduction in skills deficits in Essex businesses that impinges of growth • Reduction in child poverty/ in work poverty
Notes	

**Provisional
Timetable**

Suggested timetable:

- To be able to conclude the review in early 2015 it will be necessary for the Group to hold a regular series of meetings throughout the remainder of 2014 to collate and review evidence.
- Visits as part of the evidence gathering process.
- Additional meetings arranged as needed

Any work and subsequent recommendations that relate to The Work Programme will be accelerated where possible to fit in with work to influence the Work Programme contract renewals.

September 2014	First meeting to plan review and timetable Consider initial research and background. Identify contributors (Send invitations to agencies and partners).
October – December 2014	Collate evidence and take forward review Provide progress reports to full Committee
January – February 2015	Reach conclusions and recommendations, and seek the endorsement of the Committee of the final scrutiny report

NB: It is suggested that the focus of the first Group meeting(s) be upon developing an understanding of the local context as that will assist in identifying lines of enquiry as the review begins to channel its attention upon the delivery of national programmes. Contributors could include:

- Cllr Kevin Bentley
- Local ECC officers
- Representative of Employment and Skills Board
- Local business representative

Audit Trail

Date review formally proposed	Minute 5 / June 2014 (inclusion in work programme and abbreviated draft scoping document)
Date of Committee's approval of original scoping document	Identify minute number and date of meeting (Minute 5/June 2015 and xx/ November 2014)
Date of Committee's approval of Scrutiny Report	Identify minute number and date of meeting
What was the outcome of the review?	Summarise outcome of review and identify if any recommendations have been agreed.
Date proposals arising from review are formally forwarded to the Executive	
How will the outcomes of the review be monitored?	
Date outcomes of review monitored formally by the Committee	Identify minute number and date of meeting

		AGENDA ITEM 7
		PSEG/34/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	27 November 2014	
Third Party Responsibilities and Flood Management Task and Finish Group – Progress Report (Minute 7/ October 2014)		
Enquiries to:	Christine Sharland, Scrutiny Officer 01245 430450 Christine.sharland@essex.gov.uk	

In June 2014 (Minute 5) the Committee agreed that a task and finish group be established to conduct a scrutiny review around third party responsibilities and flood management.

As reported to the Committee in October 2014 (Minute 7) the Third Party Responsibilities and Flood Management has been meeting since September and a scoping document is now attached at the Appendix for endorsement. The document sets out the framework for this scrutiny review based on the Group's preliminary research. However, the Group is mindful that since the review was agreed in June the Executive has been introducing some new initiatives such as a Land Drainage Enforcement Policy, and a Highways Pilot Enforcement Project in Maldon. These will have to be taken into account as a part of the review and may affect the way it moves forward.

Since the Committee's last meeting Councillor Andy Wood has advised that due to other commitments he has resigned from this Task and Finish Group.

Action required by the Committee at this meeting:

To endorse the scoping document as now attached to this report.

**Essex County Council
Overview and Scrutiny Committee
Review Scoping Document**

This form is a tool that should be compiled at the start of each inquiry to set out clearly the aims and objectives of the committee's involvement in a particular matter, and will be completed at the end of the inquiry to confirm what has been achieved. The form also provides an audit trail for a review.

Review Topic (Name of review)	Third Party Responsibilities and Flood Management
Committee	Place Services and Economic Growth Scrutiny Committee
Terms of Reference	To consider the preventative measures available to the County Council that may be taken to enhance improvements in flood management across Essex, with particular emphasis upon the enforcement of third party responsibilities.
Lead Member, and membership of Task and Finish Group	Councillors Graham Butland, Chris Pond, Simon Walsh, and Andy Wood
Key Officers / Departments	Lucy Shepherd, Flood Risk Partnership Manager Peter Rose, Policy and Performance Manager, Essex Highways
Lead Scrutiny Officer	Christine Sharland, Scrutiny Officer
Relevant Portfolio Holder(s)	Cabinet Members for Libraries, Community and Planning, Councillor Hirst, and Cabinet Member for Highways and Transportation, Councillor Bass
Relevant Corporate Links	<i>TBC Checking latest corporate plans decision making eg new policy and protocol underway Statutory responsibilities</i>
Type of Review	In depth investigation by a Task and Finish Group

Timescales	<p>The in depth review the review will focus upon the enforcement powers available to the Council and the way that those powers may be exercised effectively. The aim is to complete the review within a six month timeframe subject to detailed planning.</p>
Rationale for the Review	<p>The Council recently acquired new statutory flood management responsibilities under the Flood and Water Management Act 2010 in addition to existing powers under the Highways Act 1980. Given the Council's enhanced powers and increased responsibilities to reduce the incidence of flooding across the county, there are management and resource implications for more than one of its services. Failure to discharge some of its duties could result in claims against the Council.</p> <p>Flood management is of significant public interest especially as the incidence of flooding has increased in recent years. Major changes in national legislation have been implemented to try to address identified problems.</p> <p>Aside from its original responsibilities as a Highways Authority, the County Council is now a Lead Local Flood Authority (LLFA) with overall responsibility for local flooding (surface water, groundwater and ordinary watercourses). Critically there is an increased expectation of the Council to utilise its powers as illustrated by the number of flooding cases being referred to it as the LLFA. Briefings to promote understanding of the changes that have taken place, have been held for County Councillors.</p> <p>The Council has various statutory and permissive powers to prevent and mitigate flooding. Third party responsibilities play a significant role in flood management and there are a variety of measures available to enforce necessary action and works that prevent or mitigate flooding. In view of the opportunities to the Council as a LLFA and Highways Authority, and in its community leadership role, it is important to ensure that it is co-ordinating its flood management activities and making effective use of the powers available.</p> <p>At the time of developing this review the County Council's policies with regard to using its powers for enforcing third party responsibilities associated with flooding or drainage have not been fully developed. Given the nature of the topic and public interest (and indeed potentially competing interests of rural/urban landowners and residents) a scrutiny review could provide a vehicle for raising awareness, as well as a forum for the consideration of policies and resources towards the effective use of the range of enforcement powers that it may exercise.</p>

Scope of the Topic	<p><u>Included</u> The following is included in the scope of the review:</p> <ul style="list-style-type: none"> County council flood management related enforcement powers in terms of third party responsibilities <p><u>Excluded</u> The following falls outside the scope of the review:</p> <ul style="list-style-type: none"> Broader flood management matters
Key Lines of Enquiry	<p>A fuller list of the key lines of enquiry and questions are set out at the Appendix. However, the following themes highlight the main areas of the enquiry:</p> <ol style="list-style-type: none"> 1. General background: What are a county council's overall statutory roles and responsibilities in relation to flood management? 2. Strategic: What is the strategic approach being developed by Essex County Council (ECC), and what level of resource does it want to allocate to enforcement? 3. Operational: How can ECC embed effective enforcement action and promote best practice to prevent and mitigate flooding in Essex using the powers available to it? 4. Education: How can county councils promote better public understanding about flood alleviation in a way that would reduce the need for enforcement action to be taken?
Other Work Being Undertaken	<p>Changes in national legislation mean that flood management is evolving as a new area of activity for county councils. There is a lot of national and local activity taking place in relation to implementing the changes as well as addressing the effects of major flooding that has taken place in recent years across the whole country. Consequently there is an increasing impetus to address local issues and implement improvements in the way flooding is managed. This review will focus on one particular area namely enforcement and third party responsibilities.</p> <p>In terms of scrutiny conducted by other local authorities there are examples where flood risk and local flooding have been reviewed but little attention appears to have been given to the particular issues of enforcement and third party responsibilities.</p>

What primary / new evidence is needed for the scrutiny?	<p>Existing legislation Existing case law A collaborative account of existing ECC enforcement policy from relevant services involved, together with an account of the existing resources allocated to the Council's respective roles and responsibilities subject of the review</p>
What secondary / existing information will be needed?	<p>Approach taken by other local authorities</p>
What briefings and site visits will be relevant to the review?	<p>Site visits – where there may be merit in the Group seeing firsthand the difficulties associated with enforcement</p> <p>Meeting contributors outside of County Hall</p>
Who are the witnesses who should be invited to provide evidence for the review?	<p>ECC Officers from relevant services</p> <p>Cabinet Members</p> <p>Other Essex districts including Epping Forest District Council (Flood Management Team), Maldon District Council (where pilot enforcement to be conducted)</p> <p>Environment Agency and Local Authorities previously held the powers under the Land Drainage Act prior to them being transferred to ECC in 2011. They may have evidence of the challenges.</p> <p>Representatives of third parties with responsibilities for flood mitigation eg NFU, CLA –utilities and railways</p> <p>Members of the public who may have requested ECC to use its powers if their cases need to be presented.</p> <p>As more services are delivered with partners or are shared with other Councils, scrutiny needs to ensure that those partners are an integral part of the review process, so identifying them at the scoping stage will ensure they are included eg Essex Highways .</p>

Implications	<p>In terms of topic, have the following matters been taken into consideration in the planning of this review:</p> <p>Legal implicationsYes Financial implicationsYes Equality and diversity issues..... Yes Other critical implications..... <i>Reputational/Political</i></p>
What resources are required for this review?	<p>There will be travel expenses associated with collating evidence from contributors and a site visit. Also conferences if relevant to review.</p>
Indicators of Success	<ul style="list-style-type: none"> • An effective co-ordinated ECC approach to flooding and drainage enforcement of third party responsibilities with clear policies and protocols. • Improvements in the decision making process and service delivery • Reduced expectation of ECC to undertake works which are a third party responsibility. • Reduction in the number of flooding cases referred where third party responsibilities have not been fulfilled
Provisional Timetable	<p>First meeting 17 September, with aim to conclude investigation within six months. It would be helpful to undertake a review fairly urgently to feed into the developing Commissioning Strategy.</p> <p>Other identified meeting dates: 27 October, 13 November (cancelled), and 1 December.</p>

Audit Trail

Date review formally proposed	Minute 5/ June 2014 (inclusion in work programme and abbreviated draft scoping document)
Date of Committee's approval of original scoping document	Identify minute number and date of meeting
Date of Committee's approval of Scrutiny Report	Identify minute number and date of meeting
What was the outcome of the review?	Summarise outcome of review and identify if any recommendations have been agreed.
Date proposals arising from review are formally forwarded to the Executive	
How will the outcomes of the review be monitored?	
Date outcomes of review monitored formally by the Committee	Identify minute number and date of meeting

Appendix

Third Party Responsibilities and Flood Management Task and Finish Group

Key Lines of Enquiry and Questions

1. General background: What are a county council's overall statutory roles and responsibilities in relation to flood management?

- What measures does a county council have at its disposal to prevent and mitigate flooding with particular reference to enforcement powers on public and private land?
- How may the various enforcement powers be applied and what options in practice does a county council have at its disposal to ensure appropriate action is taken by third parties who have flood mitigation responsibilities?
- In practice what are the local barriers that a county council may face in the effective use of the various powers at its disposal? What are the strengths and weaknesses of the various powers available?
- What flood management powers did district councils have in the past before they were transferred to county councils or other bodies? What powers have they retained?
- What funding support does a local authority receive from central Government towards its flood management roles?

2. Strategic: What is the strategic approach being developed by Essex County Council (ECC), and what level of resource does it want to allocate to enforcement?

- What policies and protocols does ECC have in place for both land drainage and highways flood management enforcement?
- Does the Executive have any planned activity to review and implement any new policies and protocols, and how will they be funded and implemented and what would the proposed timescale be?

3. Operational: How can ECC embed effective enforcement action and promote best practice to prevent and mitigate flooding in Essex using the powers available to it?

- What resources has ECC deployed currently for the enforcement of those powers that are at its disposal? (to include an overview of funding, staff, data,

access to external resources, and the co-ordination of the activities of different Teams).

- For the purposes of this review, what relevant data is available on the number and nature of 'flooding cases' referred to ECC where it has the potential to take enforcement action upon third parties to mitigate flooding? What data is available at a national level by way of comparison?
- What are the costs and savings associated with enforcement action?
- How can ECC promote best practice? As some land drainage powers were formerly within the purview of district councils, does the County Council have any working arrangements with the district councils around flood management given their experience and, inter alia, what are the opportunities or otherwise for greater partnership working, and the spread of best practice.

What lessons of best practice in flood management enforcement can be found elsewhere in the country?

4. Education: How may county councils promote better public understanding about flood alleviation in a way that would reduce the need for enforcement action to be taken?

- What measures does ECC have in place to promote better public understanding of third party responsibilities and educate the public about effective flood alleviation? Are there any plans to change its current approach?
- How does the ECC approach compare with other local authorities, and is there any best practice that could be harnessed in Essex?
- Are there any local conditions that pose difficulties for developing an effective programme to inform and educate Essex residents about their own roles in flood alleviation?
- Given the structure of ECC flood management resources, is there any co-ordination of promotional materials and resources so that there is clarity for residents in the quality and delivery of information?
- How could an effective educational programme for flood management be delivered and reduce the need for the ECC to pursue enforcement action where third parties have failed to fulfil their statutory responsibilities.

		AGENDA ITEM
		PSEG/35/14
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	27 November 2014	
WORK PROGRAMME (Minute 6/October 2014)		
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The purpose of this report is to provide an update on the progress of planned committee activity set out in its work programme originally agreed in June 2014 (Minute 5).

- **Summary of Task and Finish Group Activity**

In summary reviews by the Committee's Third Party Responsibilities and Flood Management; and Jobs, Welfare and Skills Task and Finish Groups are now underway, and progress reports on their activities is set out elsewhere on this agenda.

It had been intended that the proposed Task and Finish Group investigating a recommendation on a Communications Protocol arising from the original COMAH Scrutiny Report would meet this month. However, that work has been delayed due to other priorities. This will also affect the timing of the review Recycling Centres for Household Waste Service.

- **Bus and Passenger Transport Strategy 'Getting around in Essex'**

Following discussion at the last meeting, Councillor Walsh has initiated arrangements for the Committee to meet informally this afternoon to focus upon passenger transport matters.

In July the Committee took part in a briefing on the theme of developing a better public transport network for Essex. Since then work has been underway on developing a Bus and Passenger Transport Strategy. A Strategy has now been produced setting out aspirations for improving services in Essex. Proposals to consult on the Strategy are scheduled to be considered at the Cabinet meeting on 20 November for its approval. The Chairman advised the Committee about the Cabinet Member's proposals on 5 November.

- **Petition 'Save Dovercourt Tip'**

At the full Council meeting in October Councillor Henderson handed Councillor Bentley, as Cabinet Member for Economic Growth, Infrastructure and Waste and Recycling, a petition with 3000 signatories relating to a press report and current speculation about the closure of the Recycling Sites in Dovercourt and Kirby.

At that meeting Councillor Bentley confirmed that there is no intention to close any recycling sites.

In the meantime Councillor Bentley has written to Councillor Henderson confirming the situation, and providing assurance that the views of local residents and service users are carefully considered prior to any decisions being taken regarding changes to the recycling centre for household waste (RCHW) service provided by the County Council.

It is also notable that the Committee itself has included in its work programme the establishment of a task and finish group to review in depth the RCHW Service.

Under the circumstances the petition is not referred to this Committee for further action.

- **Work Programme**

A schedule of proposed committee activity over the next few months was included as part of last month's report on the Work Programme, which highlighted how the Committee's resources are being allocated. A revised schedule has not been attached to this report as various work is currently being organised, which cannot be confirmed at the time of writing this report. An oral update will be provided at the meeting.

Scrutiny Committee activity is set out in the tracker facility that is part of the Council's Scrutiny webpage via the following link: <http://www.essex.gov.uk/Your-Council/Committees-Decision-Making/Scrutiny/Pages/Default.aspx>

Action required by the Committee at this meeting:

To note the content of this report.
