

Thurrock: A place of opportunity, enterprise and excellence, where
individuals, communities and businesses flourish

General Services Committee

The meeting will be held at **5.30 pm** on **10 December 2014**

Committee Room 4, Civic Offices, New Road, Grays, Essex RM17 6SL

Membership:

Councillors John Kent (Chair), Robert Gledhill (Vice-Chair), Chris Baker, Mark Coxshall, James Halden, Barbara Rice and Lynn Worrall

Substitutes:

Councillors Victoria Holloway, Barry Johnson, Tom Kelly, Susan Shinnick, Graham Snell, Richard Speight and Simon Wootton

Agenda

Open to Public and Press

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Queries regarding this Agenda or notification of apologies:

Please contact Steve Jones, Democratic Services Manager by sending an email to Direct.Democracy@thurrock.gov.uk

Agenda published on: **2 December 2014**

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DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

When should you declare an interest *at a meeting*?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

What is a Non-Pecuniary interest? – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

Unless you have received dispensation upon previous application from the Monitoring Officer, you must:

- Not participate or participate further in any discussion of the matter at a meeting;
- Not participate in any vote or further vote taken at the meeting; and
- leave the room while the item is being considered/voted upon

If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps

Non- pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.

Thurrock: A place of opportunity, enterprise and excellence, where individuals, communities and businesses flourish

To achieve our vision, we have identified five strategic priorities:

1. Create a great place for learning and opportunity

- Ensure that every place of learning is rated “Good” or better
- Raise levels of aspirations and attainment so that local residents can take advantage of job opportunities in the local area
- Support families to give children the best possible start in life

2. Encourage and promote job creation and economic prosperity

- Provide the infrastructure to promote and sustain growth and prosperity
- Support local businesses and develop the skilled workforce they will require
- Work with communities to regenerate Thurrock’s physical environment

3. Build pride, responsibility and respect to create safer communities

- Create safer welcoming communities who value diversity and respect cultural heritage
- Involve communities in shaping where they live and their quality of life
- Reduce crime, anti-social behaviour and safeguard the vulnerable

4. Improve health and well-being

- Ensure people stay healthy longer, adding years to life and life to years
- Reduce inequalities in health and well-being
- Empower communities to take responsibility for their own health and wellbeing

5. Protect and promote our clean and green environment

- Enhance access to Thurrock’s river frontage, cultural assets and leisure opportunities
- Promote Thurrock’s natural environment and biodiversity
- Ensure Thurrock’s streets and parks and open spaces are clean and well maintained

Minutes of the Meeting of the General Services Committee held on 26 June 2014 at 7.00 pm

Present: Councillors Robert Gledhill (Vice-Chair), Mark Coxshall, James Halden, Barbara Rice, Lynn Worrall and Chris Baker (substitute for Robert Ray)

Apologies: Councillors John Kent (Chair) and Robert Ray.

In attendance: Jackie Hinchliffe, Head of HR, OD and Customer Strategy
Lindsey Francklin – Business Development Manager
Steve Jones – Democratic Services Manager

Councillor Gledhill, as Vice Chair, took the Chair for this meeting.

Before the start of the Meeting, all present were advised that the meeting was being recorded, with the audio recording to be made available on the Council's website.

1. Minutes

The Minutes of the General Services Committee, held on 13 January 2014, were approved as a correct record.

2. Items of Urgent Business

The Chair informed the Committee that he had not agreed to the consideration of any items of urgent business.

3. Declarations of Interests

There were no declarations made.

4. Local Government Pension Scheme Discretionary Decision Policy Statement

The Business Development Manager introduced the report.

Members were informed that the Local Government Pension Scheme (LGPS) 2014 came into effect on the 1 April 2014 and that under the conditions of the scheme, the Council were required to publish certain discretions, as the employer, on a range of discretions contained within the Local Government Pension Scheme Regulations 2013 and the Local Government Pension Scheme (Transitional provisions, Savings and Amendment) Regulations 2014.

The Committee were advised that the new and changed discretions were summarised in the table at paragraph 3.5 of the report and related to both the 2014 regulations and guidance, and, the changes to discretions that had been approved by the Council for the previous discretionary pension policy statement. In addition, Members were informed that the proposed changes which appeared in bold text were discretions that must be published.

A copy of the full Discretionary Policy Statement was included at Appendix 1 to the report for Members' information.

Councillor Halden enquired how the changes were to be communicated to staff and was advised that the policy statement would be published to the Intranet, a notification would also be included in the weekly "Insight" email to all staff, and, that Managers would be asked to cascade this information to their teams.

Councillor Barbara Rice enquired whether the Trade Unions had been involved and members of the pension scheme consulted through the Unions.

Members were informed that the three main Trade Unions had been consulted and that all staff had also received a letter to inform them of the new pension scheme. It was reported that the Council would not necessarily write to each member of the pension scheme regarding the discretionary policy statement, but would instead publicise this through its normal communications channels.

A further query was raised as to whether the changes to the pension scheme, in respect of it being based on average earnings, applied only to new entrants. It was reported that every member of the pension scheme transferred into the new scheme as of 1 April 2014 and that staff would effectively see benefits for service after 31 March 2014 being accrued on a Career Average Revalued Earnings (CARE) basis, rather than on a final salary basis as was previously the case.

Members were advised that some protections existed for staff, such as those employees subject to the 85-year rule and those who were close to the normal age for retirement to ensure that they were not worse off financially under the new scheme.

Councillor Halden sought confirmation that the changes to the way in which benefits for service were now accrued had been included in the letter sent to staff. It was reported that this information had been included in the letter that had been sent to every member of the Scheme and that, in addition to this, information was available on the LGPS website and that a pension road show had been held in Thurrock which staff could attend.

Councillor Gledhill enquired how the Council would engage with and notify the changes to those members of the scheme who were no longer employees.

It was reported that whilst the Council could deal with some, it would be for the Pension Fund to communicate the changes to anyone with “deferred benefits”. Members were informed that the Council would only have contact with people who wished to take their benefits early, because this was now available to anyone over 55.

Councillor Gledhill informed the Committee that he was happy to see that the Council would be checking people who take pension if they were unfit to work and make checks on this at 18 months and 3 year points

Members were informed that the Tier 3 pension had been in place since the 2008 scheme and that the Council were rigorous in undertaking checks at 18 months and 3 years and also had the option of making a referral back to a GP at 3 years. It was reported that the Council undertook rigorous checks because, as the employer, it was liable.

The recommendations printed in the report were agreed.

RESOLVED:

- 1. That the new discretions under the Local Government Pension Scheme Regulations 2013 and the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 be approved.**
- 2. That the LGPS discretionary changes under the previous regulations be approved.**

The meeting finished at 7.12 pm

Approved as a true and correct record

CHAIR

DATE

Any queries regarding these Minutes, please contact Democratic Services at Direct.Democracy@thurrock.gov.uk

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10 December 2014	ITEM: 5
General Services Committee	
Frost Estate Community Governance Review	
Wards and communities affected: Corringham and Fobbing; Stanford East and Corringham Town	Key Decision: Not applicable
Report of: Graham Farrant, Chief Executive	
Accountable Head of Service: Fiona Taylor, Head of Legal & Democratic Services	
Accountable Director: Graham Farrant, Chief Executive	
This report is public	

Executive Summary

On 10 September 2014, the Council agreed to undertake a Community Governance Review in response to a petition signed by residents of the Frost Estate, which requested that a specified area be designated as a parished area and that a parish council be established, to be known as the Frost Estate Neighbourhood Council.

The timetable and terms of reference for the Review were approved at this meeting (Minute No.42 refers) and the Council agreed that the Review should be progressed through the General Services Committee, with recommendations being brought back to the Council for a final decision to be made in respect of the creation of a parish council.

This report considers the responses to the first stage of the public consultation carried out as part of Review, having regard to the law and the guidance on Community Governance Reviews issued by the Department for Communities and Local Government.

1. Recommendation(s)

The General Services Committee is recommended to:

1.1 Note the results of the consultation with residents of the Frost Estate.

1.2 Agree to publish the results of the consultation on the Council's website.

1.3 Consider the results of the consultation, together with the information and advice presented in this report, and formulate a recommendation as

to the future governance arrangements for the Frost Estate, and in particular, consider whether a parish council should be established.

- 1.4 Agree to proceed to a second stage consultation on the draft recommendation(s) of the Committee in respect of the future governance arrangements for the Frost Estate.**
- 1.5 Note that a report will be brought to Council in March 2015 in order that a final decision may be made in respect of the Review and the future governance arrangements for the Frost Estate.**

2. Introduction and Background

- 2.1 On 10 September 2014, the Council agreed both the terms of reference and timetable for the Community Governance Review to cover the Frost Estate and also agreed that the Review should be progressed through the General Services Committee, with recommendations being brought back to the Council for a final decision to be made in respect of the creation of a parish council.
- 2.2 The first stage of the Review involved consultation with local government electors within the area identified in the petition that triggered the Review. A questionnaire was designed to capture the following:
 - The current community governance arrangements for the area;
 - Whether a parish council should be created;
 - What services any parish council should deliver;
 - The benefits and disadvantages the creation of a parish council would bring to the community; and
 - Any other comments respondents wish the Council to consider.
- 2.3 A copy of the questionnaire is attached at **Appendix 1** to this report for Members' information.
- 2.4 Questionnaires were personally addressed to each elector in the area defined by the petition and hand delivered to each of the 715 registered electors over the weekend of 13 and 14 September 2014. This information was sourced from the electoral register published on 1 September 2014.
- 2.5 An option was also available for residents to complete the questionnaire online via the council's website, with this being available from 15 September 2014.
- 2.6 The deadline for receipt of all completed questionnaires was midnight on Sunday 9 November 2014 and paper copies could either be returned by post or placed into sealed ballot boxes at Corringham Library.
- 2.7 In the course of considering the views of respondents to the questionnaire and formulating recommendations for the future governance arrangements of the

area, the Committee should be aware of the duties with regard to the council and the review under sections 93 and 100 of the Local Government and Public Involvement in Health Act 2007.

3. Issues, Options and Analysis of Options

- 3.1 Under section 93 of the Local Government and Public Involvement in Health Act 2007 (“the 2007 Act”), the Council must comply with various duties when undertaking a community governance review, as set out below:
- (a) It must have regard to the need to secure that community governance within the area under review reflects the identities and interests of the community in that area, and is effective and convenient.
 - (b) In deciding what recommendations to make, the council must take into account any other arrangements, apart from those relating to parishes and their institutions, that have already been made, or that could be made for the purposes of community representation or community engagement in respect of the area under review.
 - (c) The council must take in to account any representations received in connection with the review.
- 3.2 Under Section 100 of the Act, the Council must have regard to guidance issued by the Secretary of State. The guidance refers to a desire to help people create cohesive and economically vibrant local communities and states that an important aspect of this is allowing local people a say in the way their neighbourhoods are managed.
- 3.3 The guidance does stress that parish councils are an established and valued form of neighbourhood democracy and management in rural areas that increasingly have a role to play in urban areas and generally have an important role to play in the development of their communities. The need for community cohesion is also stressed along with the Government’s aim for communities to be capable of fulfilling their own potential and overcoming their own difficulties. The value which is placed upon these councils is also highlighted in the fact that the guidance states that the Government expects to see the creation of parishes and that the abolition of parishes should not be undertaken unless clearly justified and with clear and sustained local support for such action.
- 3.4 The guidance also states that the Council must have regard to the need to secure community governance within the area under review reflects the identities of the community in the area and is effective and convenient.

Analysis of responses

- 3.5 Of the 715 questionnaires delivered to registered electors, 357 responses were received which equates to 49.93% of the total electorate.
- 3.6 With regard to the question of a preferred form of community governance for the Frost Estate, a total of 299 respondents indicated a preference for a new parish council for the area to be created. This equates to 83.75% of all respondents who completed the questionnaire and 41.81% of the registered electors in the area surveyed.
- 3.7 Of the remaining responses to the question of a preferred form of community governance for the area, 50 respondents (14.01%) indicated a preference for no change to the current arrangements, 6 respondents (1.68%) indicated a preference for alternative arrangements, and, 2 respondents (0.56%) failed to answer the question.
- 3.8 The “alternative arrangements” identified by the 6 respondents are set out below, although the Committee should bear in mind that these cannot really be considered as a form of community governance but rather, suggestions whereby roads on the Frost Estate could be repaired and maintained:
- *“Responsibility for the roads being taken on by a third party with residents paying a share of the costs in a fair and equitable manner.”*
 - *“Use funds already supplied to Thurrock BC from Frost Estate ratepayers etc.”*
 - *“Road repairs undertaken by Thurrock Council at no cost to residents.” (3 respondents highlighted this)*
 - *“Men and women of the frost estate purchase roads from the crown - set up a charitable trust and grant the roads into the trust for the benefit of the men and women of the frost estate. Community fundraising and sponsored events to raise monies for road repairs. Thurrock Council assist with grants and funds to voluntary/charitable minority groups. Residents Association to apply for a lottery grant.”*
- 3.9 The questionnaire listed a range of services that could be provided by a parish council and residents were asked to give each a score from 1 to 10, where 1 meant the service should not be delivered and 10 meant that it definitely should.
- 3.10 329 respondents provided a view as to which of the services listed they would wish to see a new parish council deliver, although not every respondent provided a score for each of the services listed.

- 3.11 The table below shows both the total and average scores given and enables each of the services listed in the questionnaire to be ranked in order of the importance that has been placed on them by the local electors who provided a response.

Rank	Service	Total Score given	Average Score given
1	Maintenance and repair of roads	3132	9.67
2	Crime prevention measures	2383	7.89
3	Repair and maintain public footpaths and bridleways	2244	7.48
4	Light roads and public places	2134	7.16
5	Provide traffic signs and other notices	1807	6.02
6	Plant trees and maintain roadside verges	1581	5.55
7	Provide litter bins	1270	4.41
8	Environmental projects	1189	4.09
9	Grants to voluntary groups	959	3.35
10	Provide parking places for vehicles	884	3.18
11	Parks and open spaces	845	2.94
12	Community halls	751	2.62
13	Play areas	746	2.61
14	Provide roadside seats and shelters	719	2.54
15	Allotments	675	2.36
16	Leisure facilities	608	2.15
17	Public toilets	597	2.09
18	Provide bus shelters	578	2.07

- 3.12 A detailed analysis of the responses provided to the questions in respect of the preferred form of community governance for the Frost Estate and the services any parish council could deliver is set out at **Appendix 2** to this report.
- 3.13 The questionnaire also asked residents to identify what benefits and disadvantages the creation of a parish council would bring to the community. The detailed responses received are set out in **Appendix 3** and **Appendix 4** respectively for Members' consideration. The Committee should note that the issue of the repair and maintenance of roads on the Frost Estate somewhat dominates the comments that have been submitted. Respondents have also cited other benefits, including residents having more control over their estate, whilst raising the issue of increased costs to local residents as a disadvantage.
- 3.14 **Appendix 5** to the report sets out the additional comments that have been submitted which respondents wish the Council to consider. Again, the issue of

the repair and maintenance of roads on the Frost Estate somewhat dominates the comments that have been submitted.

- 3.15 It is clear from the responses to the questionnaire that a major factor in both the request for a parish council to be established and the responses to the questionnaire that have been submitted is the repair and maintenance of the roads on the Frost Estate.
- 3.16 The area identified to be covered by the proposed parish council comprises the following roads:
- Arundel Drive;
 - Balmoral Avenue;
 - Central Avenue;
 - Carisbrooke Drive;
 - Chamberlain Avenue;
 - Giffords Cross Avenue (nos. 2-44 and nos.1-45 only);
 - Lampits Hill Avenue;
 - Montfort Avenue;
 - Pembroke Avenue;
 - Windsor Avenue; and
 - York Avenue.
- 3.17 Of the above roads, only Lampits Hill Avenue has been adopted by Thurrock Council, with the remainder of the roads being unadopted and therefore private.
- 3.18 The report considered by the Council on 10 September set out the legal position at some length and included a précis of the legal advice received from the National Association of Local Councils (NALC), which is independent of the council and was therefore considered to provide a useful background to some of the legal issues. As the issue of the repair and maintenance of the roads on the Frost Estate somewhat dominates the responses provided to the first consultation, the Committee should note the following extract from the NALC advice reported on 10 September:

“I am concerned if the community group wants to set up a new parish council for the sole reason that the council could take on responsibility for the repair of private roads, which in any event is subject to ownership of the roads being transferred to the new council and the extant legal obligations of certain homeowners to contribute to expenditure for repairing the roads. A parish council is expected to undertake a range of services for residents and area that it represents. There is risk that responsibility for the repair of the private roads could dominate the budget and activities of a new parish council when arguably such activity benefits only those with (i) a legal obligation to contribute to the cost of the repair of the roads (ii) those that use it.”

“It is my view that it is preferable for the repairs of the private roads to be undertaken by a management company that owns the roads (comprising of members who have legal obligations to contribute to such expenditure) or by the highway authority under the terms of an agreement made under s. 38(3) (a) of the 1980 Act.”

- 3.19 As this is something of a complex matter, the Council has sought additional legal advice and an initial view has been provided by James Findlay QC. Firstly, he has advised that it is difficult to accept that the parish council has any highway powers at all (save anything specifically given to them) but it may be that in some extreme circumstances it could arrange for some work. However, to create a scheme to take over private obligations with no recourse to those obliged to pay is very likely to be unlawful.
- 3.20 Secondly, he has advised that in deciding whether to create a new council the single issue nature of its aims and the concern as to those aims are likely to be material considerations.
- 3.21 The Committee should consider whether it is appropriate to recommend the creation of a parish council on this basis, particularly in light of the legal issues that have been highlighted in this regard in both the report to the Council on 10 September and in paragraphs 3.18 to 3.21 of this report.

Issues for the Committee to consider if minded to recommend the creation of a parish council

The number of parish councillors

- 3.22 Section 16(1) of the Local Government Act 1972 establishes five councillors as the legal minimum size of a parish council but it does not make any link between the number of electors and the size of the council. NALC, the body which represents parish councils, has indicated that it believes that seven should be minimum size and has suggested that the number of members be allocated depending upon the size of population being represented.
- 3.23 In practice, there is a wide variation of council size between parish councils. That variation appears to be influenced by population. Research has found that the typical parish council representing between 501 and 2,500 had six to 12 councillors.

3.24 The table below shows the ratio of councillors to electors, ranging from the legal minimum number of councillors to the larger of the typical parish council sizes identified in the research. From the petition submitted to trigger this Review, the Frost Estate Residents Association has 10 Members.

Number of Parish Councillors	Electorate	Ratio of councillors to electors
5	715	1 : 143
6	715	1 : 119
7	715	1 : 102
8	715	1 : 89
9	715	1 : 79
10	715	1 : 71
11	715	1 : 65
12	715	1 : 60

The services any new council would provide

3.25 Parish councils vary widely both in terms of the populations they represent and the functions they perform. Some have a very limited, local role whilst others are more active, carrying out activities similar to that of a smaller borough council. Parish councils are considered to be an essential part of the structure of local democracy and do have a role in acting on behalf of the communities they represent. They can:

- give views, on behalf of the community, on planning applications and other proposals that affect the parish;
- undertake projects and schemes that benefit local residents;
- work in partnership with other bodies to achieve benefits for the parish;
- alert relevant authorities to problems that arise or work that needs to be undertaken; and
- help the other tiers of local government keep in touch with their local communities.

3.26 Research suggests that typical parish responsibilities include village halls, war memorials, open spaces, cemeteries, allotments, leisure facilities, playgrounds, maintenance of public footpaths and cultural projects. However, it has been noted earlier in this report that a major factor in both the request for a parish council to be established and the responses to the questionnaire that have been submitted is the repair and maintenance of the roads on the Frost Estate.

3.27 This would not be a function that is normally undertaken by a parish council, with the extant legal obligations on frontagers to contribute to the cost of the repair of the roads, and, the significant costs involved with such an activity being relevant considerations.

- 3.28 The Committee must therefore satisfy itself whether the creation of a parish council, being a statutory local authority set up under the Local Government Act 1972, is the most suitable vehicle to deliver what many local residents would like, particularly in the context of the legal position in respect of the repair and maintenance of the roads.

Financial implications for local residents

- 3.29 In order to fund their activities, parish councils can instruct their billing authority (who in this case would be Thurrock Council) to collect extra money on their behalf that is added onto the council tax bill. This is known as a “local precept” and is to be paid by all households living in the area covered by the parish council. The main activity the petitioners and a large number of respondents to the questionnaire appear to wish for the proposed parish council to engage in, the repair and maintenance of the roads, is very expensive and some of the concerns expressed by respondents to the questionnaire have been in respect of the potential additional cost to them.
- 3.30 Once established, a parish council can also apply for funding, by way of applications for grants, and it can also seek to borrow. Borrowing by parish councils is governed by schedule 1 to the Local Government Act 2003 and parish councils in England have to apply and receive approval from the Secretary of State for Communities and Local Government before taking up any borrowing, although certain temporary borrowings do not require borrowing approval. Councils can borrow for capital expenditure as defined in section 16 of the Local Government Act 2003.
- 3.31 There is no national limit on the total annual amount of borrowing available to local councils in England. However, the amount that an individual council will be allowed to borrow is normally limited to £500,000 in any one financial year. As with all borrowing, this needs to be repaid over the term of the loan and also attracts a level of interest that will be added to the repayments.

Other arrangements that have already been made, or that could be made for the purposes of community representation or community engagement

- 3.32 Residents of the Frost Estate have established the Frost Estate Residents Association. Indeed, the Steering Group of the Association, which comprises 10 members, co-ordinated and submitted the petition that triggered this Review.
- 3.33 The Residents Association already communicate with residents of the estate by way of a newsletter and the newsletter includes the strap line “*Keeping residents of the Frost Estate fully informed of matters affecting them and the Estate and gathering the opinions of our community as a whole*”.

3.34 A residents association can be a very effective body and such groups can:

- Represent the collective views of residents'
- Have a voice in planning for the local area
- Help improve the quality of life for all members of the community
- Represent the views of local people to the Council
- Be recognised as a democratically elected group and have more influence.

3.35 In addition to the above, some groups are set up to achieve a specific aim such as:

- Helping to tackle antisocial behaviour or crime
- Protesting against planned developments in their area
- Raising funds to improve local facilities, such as community gardens or play areas.

3.36 From looking at the results of the survey, it should be noted that respondents ranked crime prevention measures as the second most important function of a parish council to them. However, such a function could be undertaken by the existing Residents Association and this could be enhanced by making further links with the Council, the Community Safety Partnership (and Essex Police) and the Community Forums that cover both Corringham & Fobbing and Stanford-Le-Hope.

3.37 Other functions of a parish council that respondents to the survey ranked highly were as follows:

- Repair and maintain public footpaths and bridleways

Public footpaths and bridleways in Thurrock are shown on the Rights of Way map, which can be viewed on the Council's website. A small length of public footpath (FP 165) runs from Lampits Hill to Carisbrook Drive. This would border the area of the proposed parish council but is currently maintained by Thurrock Council and would come within the Council's Public Rights of Way Improvement Plan.

There are no further public footpaths or bridleways that fall within the boundaries of the proposed parish council, as shown on the Rights of Way map for Thurrock, and so the extent of the functions that could be undertaken by any parish council in this regard, should such a body be created, is questionable.

- Plant trees and maintain roadside verges

As an alternative to a parish council, such an activity could be organised and undertaken by the existing Residents Association.

- Provide traffic signs and other notices

Highway Authorities are responsible for ensuring correct standards of signing on their roads; only they can erect traffic signs or permit their erection and this includes a private street with public access. The Police also have certain responsibilities.

However in England and Wales (excluding Scotland), it is the local authority, which may not necessarily be the highway authority, that is responsible for erecting and maintaining waiting restriction and speed limit signs and for establishing pedestrian crossings in their area.

Authorities may only use signs, including carriageway markings, of a size, colour and type prescribed or specially authorised by the Secretary of State. The prescribed signs are included in The Traffic Signs Regulations and General Directions 2002.

A parish council would therefore need powers to provide traffic signs to delegated to them by Thurrock Council, as the Highway Authority for the area.

- Light roads and public places

If the road has not been adopted, there is no duty on the highway authority to provide lighting and the responsibility lies with the owners of those properties that have frontage rights on to the road. It is possible, that a local authority (or district, parish or community council) may decide to provide lighting for an unadopted road if it is used by the public as a footpath.

A note of caution should be raised regarding the costs involved when a parish council takes responsibility for providing and operating street lights. The following example is from Chesham Bois Parish Council in Buckinghamshire, whose website includes the following information:

“As already explained the Parish Council provides and operates all the street lighting in the Parish, except for the lighting on the A416, which is the responsibility of BCC [Buckinghamshire County Council]. A significant part of the “rates” (Community Charge) paid by residents to the Parish Council is spent on street lighting. In round terms electricity and maintenance of the lights each cost approximately £2,000 every year.

..... The Parish Council have therefore been pushing manufacturers hard to develop suitable LED lamps, which, if successful, will reduce electricity consumption by around 75%.”

Conclusion

- 3.38 In order to recommend the creation of a parish council for the Frost Estate, the Committee should be satisfied that such a body would reflect the identities and interests of the community in that area, and would be effective and convenient.
- 3.39 From the issues set out within the petition that triggered the Review, and from priorities that have been identified by respondents to the survey, there is doubt that a parish council could deliver what has been requested and therefore be effective, particularly given the advice that to create a scheme to take over private obligations with no recourse to those obliged to pay is very likely to be unlawful.
- 3.40 In addition, of the other potential services identified by respondents to the survey, it could be argued that a parish council may not be the most effective solution and that, in the form of the Frost Estate Residents Association, other arrangements either have already been made, or could be made for the purposes of community representation or community engagement.

4. Reasons for Recommendation

- 4.1 The General Services Committee have been asked to progress the Community Governance Review and make a recommendation in respect of the creation or otherwise of a new parish council for the Frost Estate. This recommendation will be the subject of further consultation with local electors and other groups before a final decision is made by the Council.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 A meeting with representatives of the Residents Association and ward councillors has been scheduled to take place on the evening of 2 December to discuss the Review.
- 5.2 Consultation is an integral part of the Community Governance Review. The report advises the committee of the results of the consultation that has been undertaken to date. Any recommendations made by the General Services Committee will be the subject of further consultation with local residents, together with other interested parties.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The maintenance of good governance is essential to the council in discharging its functions in a timely, open and transparent manner for the benefit of the residents of the borough. The request to create a new parish council is being undertaken in line with the requirements of relevant legislation and the principles of good governance.

7. Implications

7.1 Financial

Implications verified by: **Sean Clark**
Head of Corporate Finance

There will be a financial cost in conducting the next stage of the Community Governance Review, particularly in respect of the consultation process.

A dedicated budget code has been created and costs to date for the Review have been £461 for the printing and delivery of the questionnaire to residents, with this being accommodated within existing budgets. Further costs are likely to be incurred as a result of the Council seeking detailed legal advice.

The cost of a further consultation process on the recommendations of the General Services Committee is likely to be in the region of £500, as the next stage of the consultation process will again involve local residents in the area defined by the petition, as well as other interested parties outside of this. As part of this, it is proposed to hold a meeting with local residents and, whilst additional costs may arise as a result, it is anticipated that these can be kept within existing budgets.

7.2 Legal

Implications verified by: **David Lawson**
Deputy Head of Legal & Democratic Services

The legal implications are set out and explained within the body of the report.

7.3 Diversity and Equality

Implications verified by: **Natalie Warren**
Community Development and Equalities Manager

There are no diversity and equality implications to report at this stage.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None.

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- Local Government and Public Involvement in Health Act 2007 (available online at <http://www.legislation.gov.uk/ukpga/2007/28/contents>)
- Guidance on community governance reviews (available online at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf)
- Public Rights of Way in Thurrock (available online at <https://www.thurrock.gov.uk/public-rights-of-way/public-rights-of-way-maps>)

9. Appendices to the report

- **Appendix 1** – questionnaire distributed to registered electors living in the area designated by the petition.
- **Appendix 2** – analysis of the responses received to the consultation
- **Appendix 3** – the benefits respondents think a parish council would bring for the community
- **Appendix 4** – the disadvantages respondents think a parish council would bring for the community
- **Appendix 5** – other comments and observations respondents would like the Council to consider

Report Author:

Steve Jones

Democratic Services Manager

Legal & Democratic Services

COMMUNITY GOVERNANCE REVIEW

STAGE ONE CONSULTATION

What is a community governance review?

Community governance reviews provide an opportunity for Councils to review and make changes to local community (parish) governance arrangements within their areas. The objective of any review is to ensure that local governance continues to be effective and convenient and that it reflects the identities and interests of local communities. The recommendations arising from any community governance review should deliver improved community engagement, more cohesive communities, better local democracy and result in more efficient delivery of local services.

The review can consider a range of topics and can include the following:

- Creation, merging, altering and abolishing of parish areas;
- the naming of parishes;
- the electoral arrangements for parishes (creating a council; the number of councillors to be elected to the council; parish warding); and
- other matters such as the 'knock-on' effect on the council divisions or wards or the setting of the commencement dates for any new arrangements

Why are we doing this?

Thurrock Council is undertaking a community governance review to consider whether a parish council should be created to cover the Frost Estate. This is because we have received a petition signed by 383 local residents, who have requested that a parish council be created to:

- *"Organise and oversee appropriate road refurbishment and on-going maintenance.*
- *Promote a traffic & pedestrian safety awareness scheme and introduce speed limits and hazard signs.*
- *Monitor HGV traffic with culpability for road damage incurred.*
- *Ensure all households contribute an agreed small monthly amount towards the cost.*
- *Represent the views of estate residents to Thurrock Council and other bodies."*

Parish councils are the most local level of democratic representation in the country, and they can provide a range of different services to the community, at a very local level.

What will the Council be doing?

This first stage is to ask you a series of questions to help us understand what kind of information you need to make an informed decision about whether you would like to see a parish council created.

We will also ask you what services you would like to see a parish council do, what benefits you think a parish council may bring to the area and whether you have any concerns about the proposal.

A second stage of consultation will take place later this year/early next year, where we will be asking for your views on the recommendations to be made by Thurrock Council, which must take account of the local opinion on the matters considered by the review, as well as any representations made by local people and other interested persons.

Where can you find out more ?

We have published information on our website [about the community governance review and the](#)

request we have received to create a parish council for the Frost Estate. This can be found at:

www.thurrock.gov.uk/parishcouncils

How can you tell us what you think?

- You can tell us what you think by completing our questionnaire online at:

<https://consult.thurrock.gov.uk/public/tc/cedu/cdande/frost>

- You can complete the enclosed questionnaire and return it to the address given

If you have any questions about this process, please use the following contact information:

By email to: Direct.Democracy@thurrock.gov.uk

By post to: Community Governance Review, c/o Democratic Services, Thurrock Council, Civic Offices, New Road, Grays, RM17 6SL



1. What is your preferred form of community governance for the Frost Estate?
(please select one answer)

- New parish council for the area of the Frost Estate
- No change to current arrangements
- Alternative arrangements

1b. If you indicated 'alternative arrangements', please outline the arrangements you would like to see below:

2. Do you feel you have sufficient information about the role and responsibilities of a parish council, or do you need any extra information?

Please indicate where you would need this information.

(please select one answer for each question)

	Yes	No	Maybe
The additional cost to me as a Council Tax payer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The services any new council would provide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The additional resources any new council would attract	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The number of parish councillors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How often I will be able to vote for parish councillors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How the parish council would be managed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



3. If there is to be a parish council for the Frost Estate, which of these services do you think it should deliver?

Please give a score from 1 to 10, where 1 means the service should not be delivered and 10 means that it definitely should.

(please select one answer for each question)

	1	2	3	4	5	6	7	8	9	10
Parks & open spaces	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Play areas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community halls	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public toilets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Allotments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leisure facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Grants to voluntary groups	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Environmental projects	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Crime prevention measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Repair & maintain public footpaths & bridleways	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Light roads and public places	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Plant trees and maintain roadside verges	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provide litter bins	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provide parking places for vehicles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provide roadside seats and shelters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provide bus shelters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provide traffic signs and other notices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maintenance and repair of roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



4. If there are any other services you think should be provided by a parish council, please list these below:

5. What benefits do you think a parish council would bring for the community?

6. What disadvantages do you think a parish council would bring for the community?

7. Do you have any other comments or observations you would like the Council to consider?



About you

Name:

First line of address:

Postcode:

Email address:

You can return this questionnaire:

By email to: Direct.Democracy@thurrock.gov.uk

By post to: Community Governance Review, c/o Democratic Services, Thurrock Council, Civic Offices, New Road, Grays, RM17 6SL

By hand: Completed paper copies of the survey can be returned to Corringham Library which is hosting a ballot box for the period of the consultation. Please note that the Library closes at 1pm every Wednesday.

Corringham Library, St Johns Way, Corringham, Essex, SS17 7LJ

Open 10am – 5pm apart from Wednesday – closes 1pm

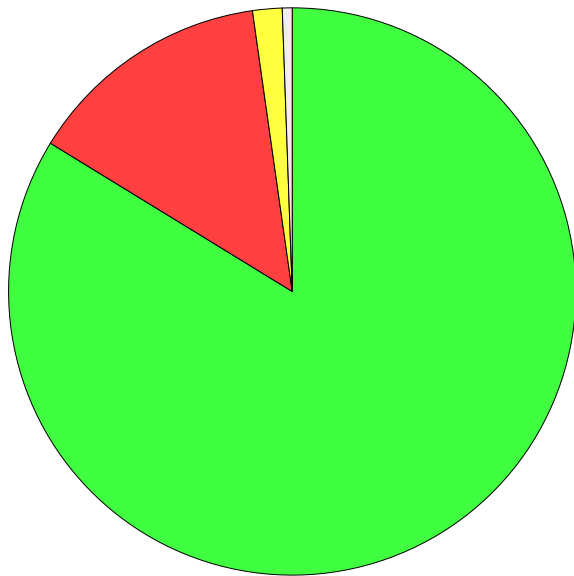
Report Settings Summary

Event	Community Governance Review
Total Responses	357
Total Respondents	1
Questions	<i>Custom selection (see Table Of Contents)</i>
Filter	<i>(none)</i>
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Document Name	Stat Questions - Community Governance review
Created on	2014-11-13 15:25:03
Created by	Roxanne Scanlon

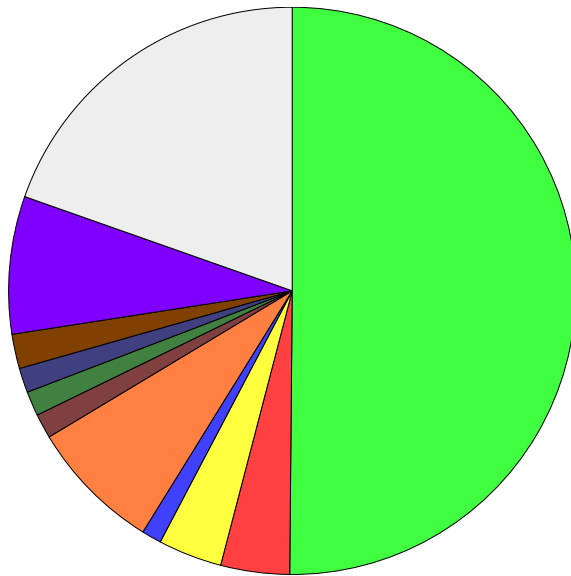
Question responses: **355 (99.44%)**

1. What is your preferred form of community governance for the Frost Estate?

Page 30



	% Total	% Answer	Count
■ New parish council for the area of the Frost Estate	83.75%	84.23%	299
■ No change to current arrangements	14.01%	14.08%	50
■ Alternative arrangements	1.68%	1.69%	6
■ [No Response]	0.56%	--	2
Total	100.00%	100.00%	357

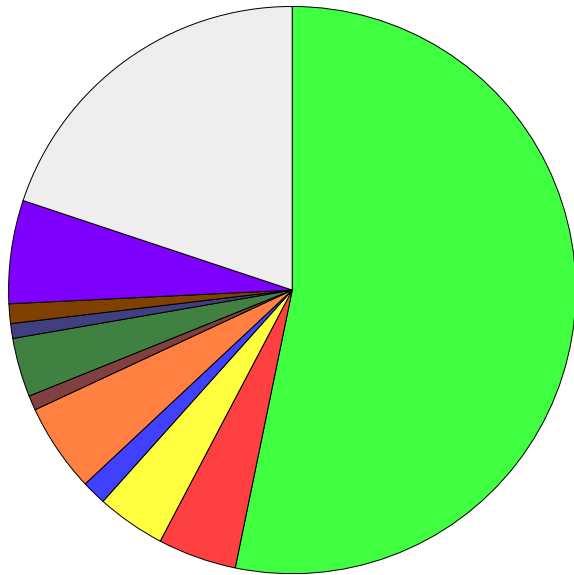
services deliver
Question responses: 329 (92.16%)
Parks & open spaces
Question responses: 287 (80.39%)
Page 31


	% Total	% Answer	Count
■ 1	50.14%	62.37%	179
■ 2	3.92%	4.88%	14
■ 3	3.64%	4.53%	13
■ 4	1.12%	1.39%	4
■ 5	7.56%	9.41%	27
■ 6	1.40%	1.74%	5
■ 7	1.40%	1.74%	5
■ 8	1.40%	1.74%	5
■ 9	1.96%	2.44%	7
■ 10	7.84%	9.76%	28
■ [No Response]	19.61%	--	70
Total	100.00%	100.00%	357

Play areas

Question responses: **286 (80.11%)**












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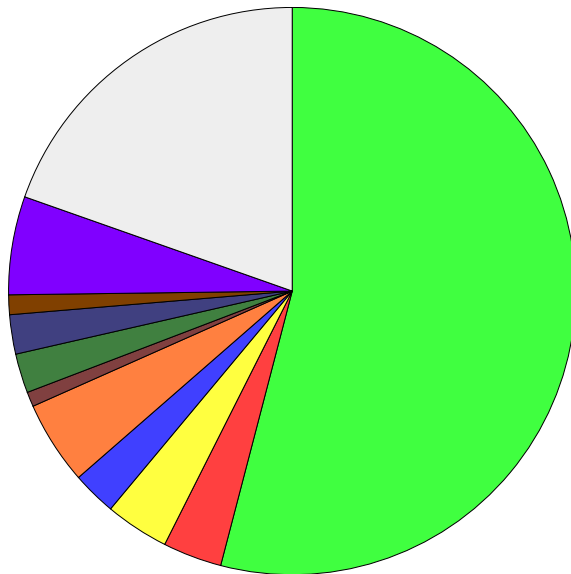


	% Total	% Answer	Count
1	53.22%	66.43%	190
2	4.48%	5.59%	16
3	3.92%	4.90%	14
4	1.40%	1.75%	5
5	5.04%	6.29%	18
6	0.84%	1.05%	3
7	3.36%	4.20%	12
8	0.84%	1.05%	3
9	1.12%	1.40%	4
10	5.88%	7.34%	21
[No Response]	19.89%	--	71
Total	100.00%	100.00%	357

Community halls

Question responses: **287 (80.39%)**

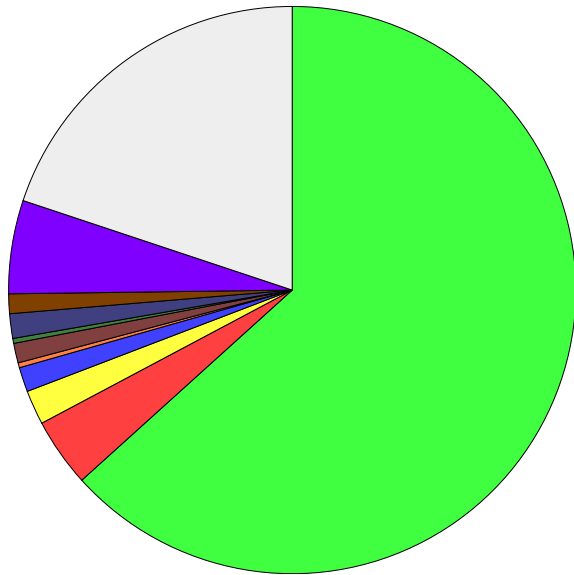
	% Total	% Answer	Count
 1	54.06%	67.25%	193
 2	3.36%	4.18%	12
 3	3.64%	4.53%	13
 4	2.52%	3.14%	9
 5	4.76%	5.92%	17
 6	0.84%	1.05%	3
 7	2.24%	2.79%	8
 8	2.24%	2.79%	8
 9	1.12%	1.39%	4
 10	5.60%	6.97%	20
 [No Response]	19.61%	--	70
Total	100.00%	100.00%	357



Public toilets

Question responses: **286 (80.11%)**

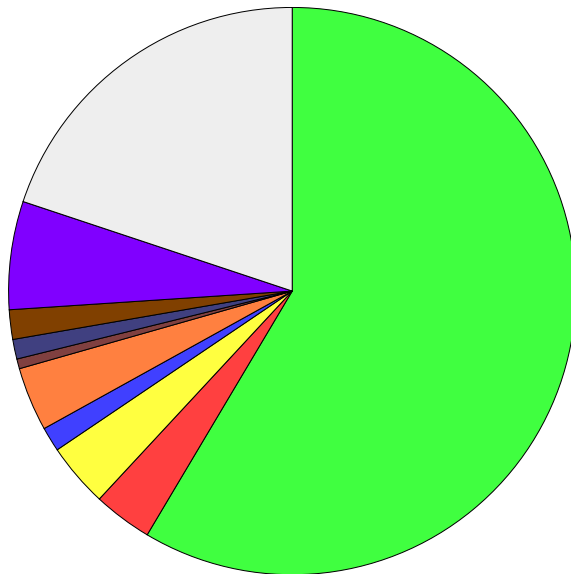
	% Total	% Answer	Count
1	63.31%	79.02%	226
2	3.92%	4.90%	14
3	1.96%	2.45%	7
4	1.40%	1.75%	5
5	0.28%	0.35%	1
6	1.12%	1.40%	4
7	0.28%	0.35%	1
8	1.40%	1.75%	5
9	1.12%	1.40%	4
10	5.32%	6.64%	19
[No Response]	19.89%	--	71
Total	100.00%	100.00%	357



Allotments












Question responses: **286 (80.11%)**

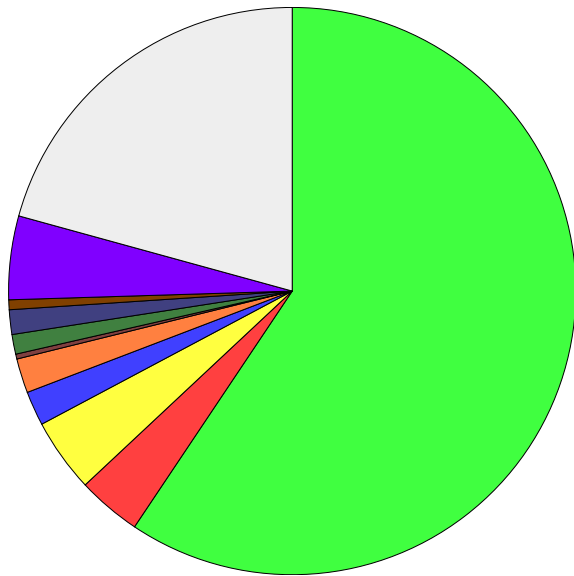
	% Total	% Answer	Count
1	58.54%	73.08%	209
2	3.36%	4.20%	12
3	3.64%	4.55%	13
4	1.40%	1.75%	5
5	3.64%	4.55%	13
6	0.56%	0.70%	2
7	0.00%	0.00%	0
8	1.12%	1.40%	4
9	1.68%	2.10%	6
10	6.16%	7.69%	22
[No Response]	19.89%	--	71
Total	100.00%	100.00%	357



Leisure facilities

Question responses: **283 (79.27%)**

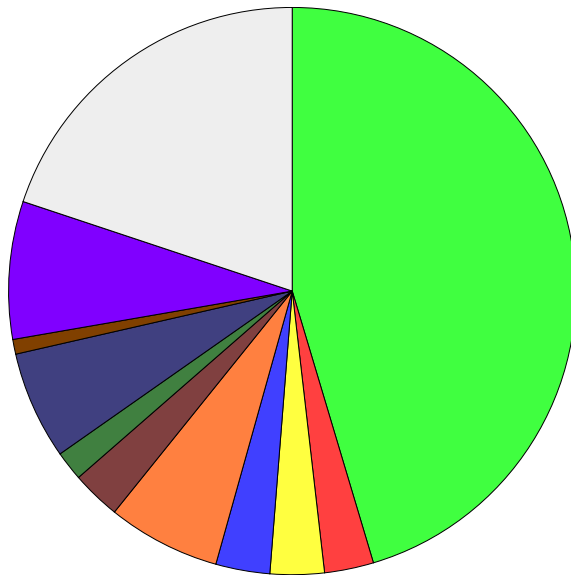
	% Total	% Answer	Count
 1	59.38%	74.91%	212
 2	3.64%	4.59%	13
 3	4.20%	5.30%	15
 4	1.96%	2.47%	7
 5	1.96%	2.47%	7
 6	0.28%	0.35%	1
 7	1.12%	1.41%	4
 8	1.40%	1.77%	5
 9	0.56%	0.71%	2
 10	4.76%	6.01%	17
 [No Response]	20.73%	--	74
Total	100.00%	100.00%	357



Grants to voluntary groups

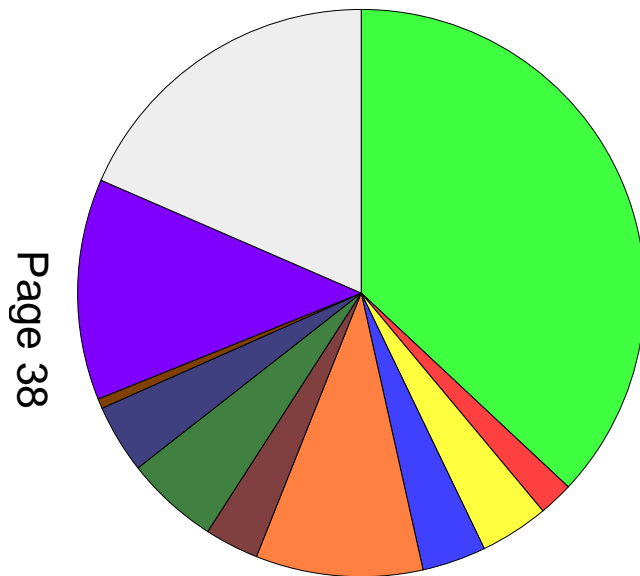
Question responses: **286 (80.11%)**

	% Total	% Answer	Count
1	45.38%	56.64%	162
2	2.80%	3.50%	10
3	3.08%	3.85%	11
4	3.08%	3.85%	11
5	6.44%	8.04%	23
6	2.80%	3.50%	10
7	1.68%	2.10%	6
8	6.16%	7.69%	22
9	0.84%	1.05%	3
10	7.84%	9.79%	28
[No Response]	19.89%	--	71
Total	100.00%	100.00%	357



Environmental projects

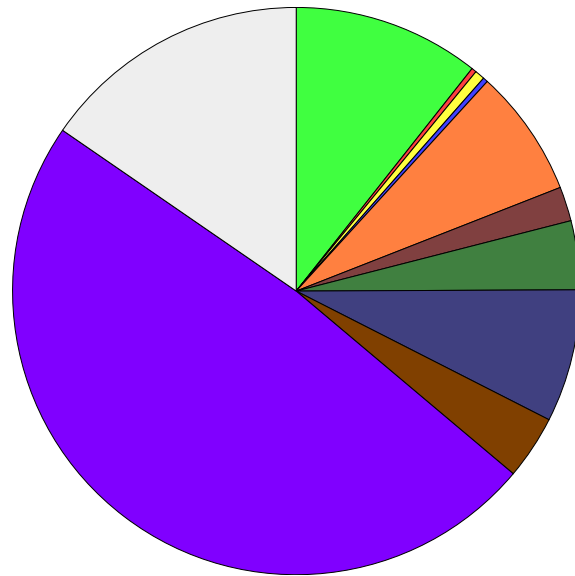
Question responses: **291 (81.51%)**














	% Total	% Answer	Count
1	36.97%	45.36%	132
2	1.96%	2.41%	7
3	3.92%	4.81%	14
4	3.64%	4.47%	13
5	9.52%	11.68%	34
6	3.08%	3.78%	11
7	5.32%	6.53%	19
8	3.92%	4.81%	14
9	0.56%	0.69%	2
10	12.61%	15.46%	45
[No Response]	18.49%	--	66
Total	100.00%	100.00%	357

Crime prevention measures

Question responses: **302 (84.59%)**

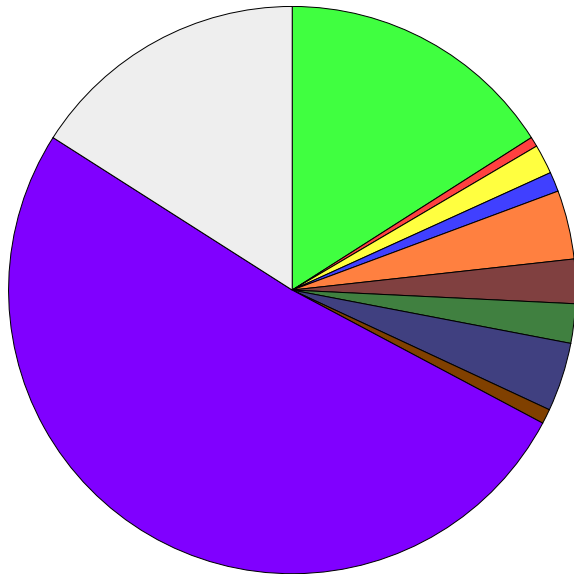













	% Total	% Answer	Count
 1	10.64%	12.58%	38
 2	0.28%	0.33%	1
 3	0.56%	0.66%	2
 4	0.28%	0.33%	1
 5	7.28%	8.61%	26
 6	1.96%	2.32%	7
 7	3.92%	4.64%	14
 8	7.56%	8.94%	27
 9	3.64%	4.30%	13
 10	48.46%	57.28%	173
 [No Response]	15.41%	--	55
Total	100.00%	100.00%	357

Repair & maintain public footpaths & bridleways

Question responses: **300 (84.03%)**












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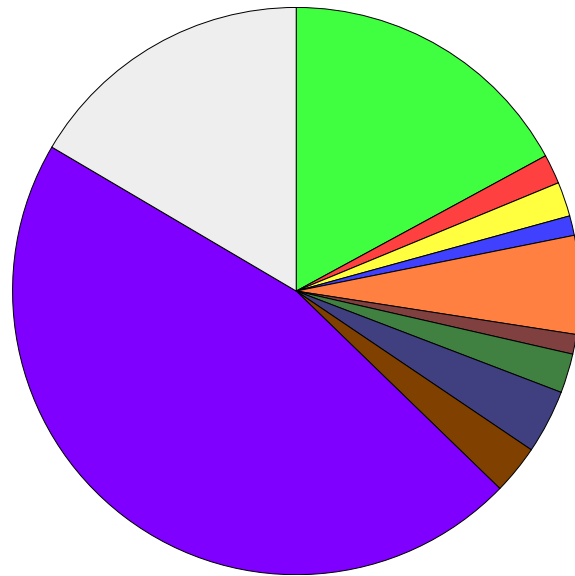


	% Total	% Answer	Count
 1	15.97%	19.00%	57
 2	0.56%	0.67%	2
 3	1.68%	2.00%	6
 4	1.12%	1.33%	4
 5	3.92%	4.67%	14
 6	2.52%	3.00%	9
 7	2.24%	2.67%	8
 8	3.92%	4.67%	14
 9	0.84%	1.00%	3
 10	51.26%	61.00%	183
 [No Response]	15.97%	--	57
Total	100.00%	100.00%	357

Light roads and public places

 Question responses: **298 (83.47%)**

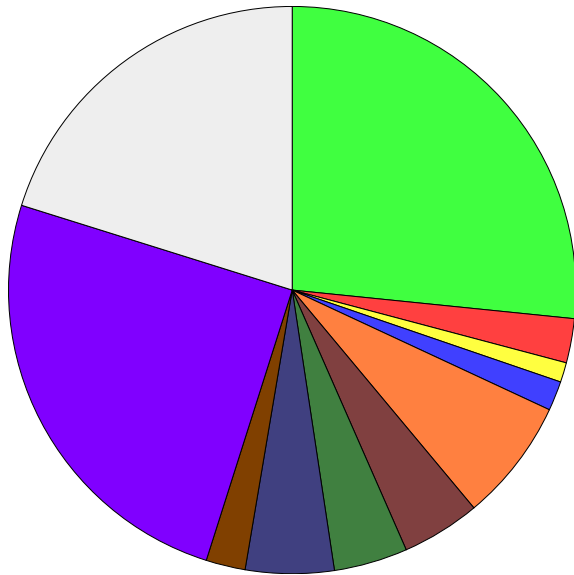
	% Total	% Answer	Count
 1	17.09%	20.47%	61
 2	1.68%	2.01%	6
 3	1.96%	2.35%	7
 4	1.12%	1.34%	4
 5	5.60%	6.71%	20
 6	1.12%	1.34%	4
 7	2.24%	2.68%	8
 8	3.64%	4.36%	13
 9	2.80%	3.36%	10
 10	46.22%	55.37%	165
 [No Response]	16.53%	--	59
Total	100.00%	100.00%	357



Plant trees and maintain roadside verges

Question responses: **285 (79.83%)**












Page 42

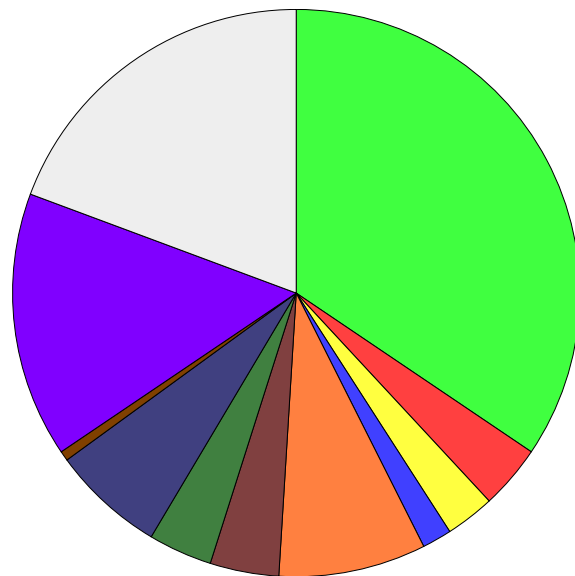


	% Total	% Answer	Count
1	26.61%	33.33%	95
2	2.52%	3.16%	9
3	1.12%	1.40%	4
4	1.68%	2.11%	6
5	7.00%	8.77%	25
6	4.48%	5.61%	16
7	4.20%	5.26%	15
8	5.04%	6.32%	18
9	2.24%	2.81%	8
10	24.93%	31.23%	89
[No Response]	20.17%	--	72
Total	100.00%	100.00%	357

Provide litter bins

Question responses: **288 (80.67%)**

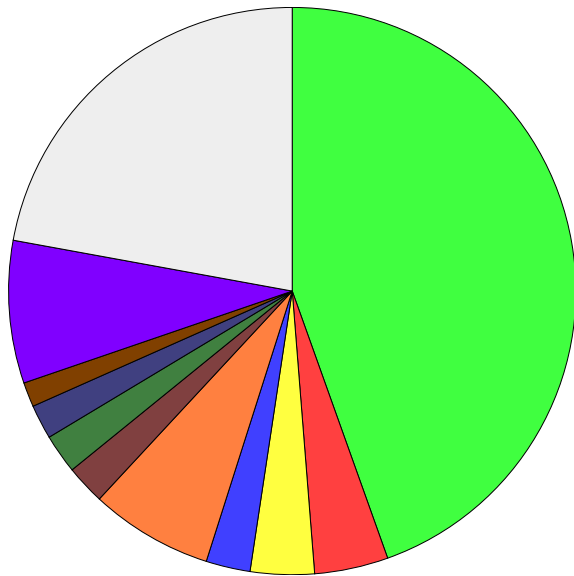
	% Total	% Answer	Count
 1	34.45%	42.71%	123
 2	3.64%	4.51%	13
 3	2.80%	3.47%	10
 4	1.68%	2.08%	6
 5	8.40%	10.42%	30
 6	3.92%	4.86%	14
 7	3.64%	4.51%	13
 8	6.44%	7.99%	23
 9	0.56%	0.69%	2
 10	15.13%	18.75%	54
 [No Response]	19.33%	--	69
Total	100.00%	100.00%	357



Provide parking places for vehicles

Question responses: **278 (77.87%)**

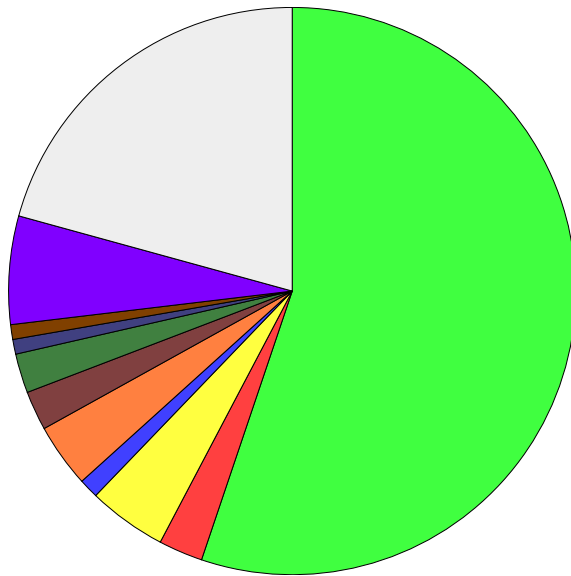
	% Total	% Answer	Count
1	44.54%	57.19%	159
2	4.20%	5.40%	15
3	3.64%	4.68%	13
4	2.52%	3.24%	9
5	7.00%	8.99%	25
6	2.24%	2.88%	8
7	2.24%	2.88%	8
8	1.96%	2.52%	7
9	1.40%	1.80%	5
10	8.12%	10.43%	29
[No Response]	22.13%	--	79
Total	100.00%	100.00%	357



Provide roadside seats and shelters












Question responses: **283 (79.27%)**

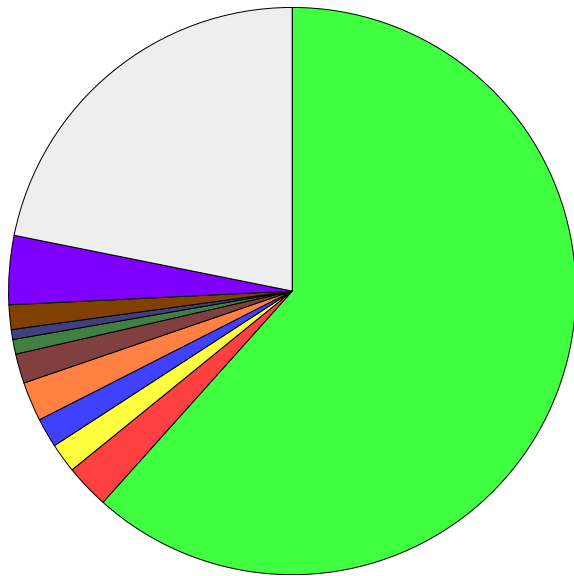
	% Total	% Answer	Count
1	55.18%	69.61%	197
2	2.52%	3.18%	9
3	4.48%	5.65%	16
4	1.12%	1.41%	4
5	3.64%	4.59%	13
6	2.24%	2.83%	8
7	2.24%	2.83%	8
8	0.84%	1.06%	3
9	0.84%	1.06%	3
10	6.16%	7.77%	22
[No Response]	20.73%	--	74
Total	100.00%	100.00%	357



Provide bus shelters

Question responses: **279 (78.15%)**

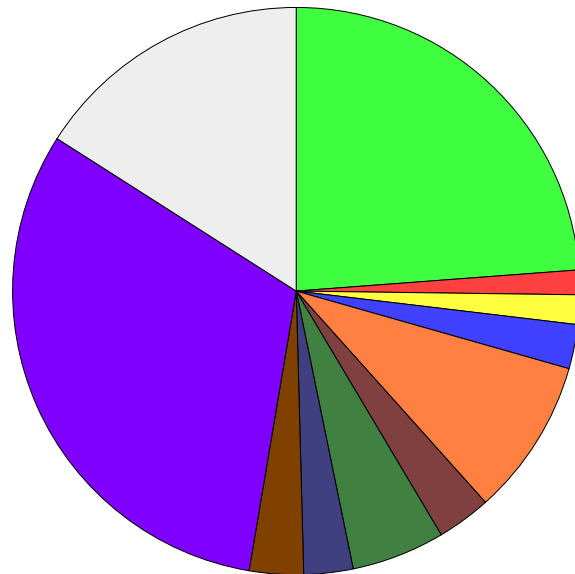
	% Total	% Answer	Count
 1	61.62%	78.85%	220
 2	2.52%	3.23%	9
 3	1.68%	2.15%	6
 4	1.68%	2.15%	6
 5	2.24%	2.87%	8
 6	1.68%	2.15%	6
 7	0.84%	1.08%	3
 8	0.56%	0.72%	2
 9	1.40%	1.79%	5
 10	3.92%	5.02%	14
 [No Response]	21.85%	--	78
Total	100.00%	100.00%	357



Provide traffic signs and other notices

 Question responses: **300 (84.03%)**

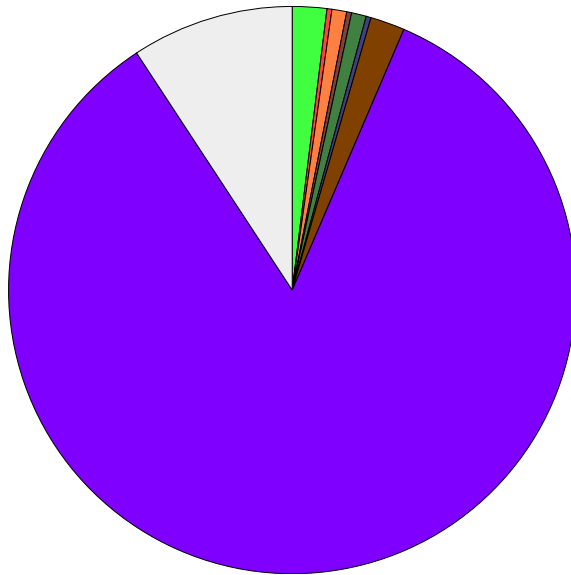
	% Total	% Answer	Count
1	23.81%	28.33%	85
2	1.40%	1.67%	5
3	1.68%	2.00%	6
4	2.52%	3.00%	9
5	8.96%	10.67%	32
6	3.08%	3.67%	11
7	5.32%	6.33%	19
8	2.80%	3.33%	10
9	3.08%	3.67%	11
10	31.37%	37.33%	112
[No Response]	15.97%	--	57
Total	100.00%	100.00%	357



Maintenance and repair of roads

Question responses: **324 (90.76%)**

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	% Total	% Answer	Count
1	1.96%	2.16%	7
2	0.28%	0.31%	1
3	0.00%	0.00%	0
4	0.00%	0.00%	0
5	0.84%	0.93%	3
6	0.28%	0.31%	1
7	0.84%	0.93%	3
8	0.28%	0.31%	1
9	1.96%	2.16%	7
10	84.31%	92.90%	301
[No Response]	9.24%	--	33
Total	100.00%	100.00%	357

What benefits do you think a parish council would bring for the community?

- *Provide a line of communication to the Local Authority & maybe therefore ensure a response. To provide a pressure group to ensure that the local authority actually listen to the concerns of the local authority rather than mere lip service meaning local people become pretty much ignored. Devolved democracy allowing the community to make decisions directly rather than reliance on anonymous councillors ensconced in the Council Chamber.*
- *A group effort to maintaining the roads.*
- *Local people would have an opportunity to express their views which could then be taken to the council.*
- *maintenance and repair of roads, drainage, and pavements*
- *Road improvements, perhaps making residents adhere to planning rules.*
- *None except local knowledge of the area. I have lived in this house on the Frost estate my entire life. I was born in this very bungalow. I like it here. I don't think much needs changing. One or two roads need complete rebuilding, but that's about all.*
- *it would help manage local issues that people from outside the area might not be aware of or interested in.*
- *Hopefully get our roads sorted out and maintained properly*
- *A Parish would ensure that residents could say what happens in the future on the estate. Preserve, Maintain and Improve our unique area.*
- *More local involvement in decision making*
- *the ability fix the roads*
- *Someone to talk to who lives on the frost estate*
- *Having a committee of local people who understand the problems of the Frost Estate*
- *We desperately need our roads repaired and maintained and it seems this is the only way this is going to happen and the benefit to the community would be immense.*
- *Better access to frost estate*
- *I do not/have not been given enough information in order to answer fully this question.*
- *I don't think it would. This petition to set up a parish council has been created for the sole purpose of enabling the roads to be repaired. Whilst this is laudable, after reading the Cabinet report, I think that there are significant obstacles to be overcome for this to be created and even if this was successful, it is doubtful that the new parish council would be able to achieve their aims for all the reasons on the Cabinet report. In addition, it is doubtful whether a parish council would be interested in being involved in the number of activities in which it would be practicable to participate - please see comments in 4. above*
- *Big Benefit to improve the area and give residents a bigger say, we pay for services that we do not get, such as Street Cleansing and Highway Maintenance.*
- *Should bring a greater focus to the disgraceful state of the roads on the estate without sacrificing the privacy we currently enjoy or any increase in speed limits.*
- *Local people deciding local priorities, not faceless bureaucrats in the Thurrock*

Council ivory tower.

- *A chance to look after our own needs and priorities*
- *Improve community feeling. More local control of planning and development.*
- *Hopefully bring the roads on the Frost Estate up to an acceptable standard.*
- *Hopefully repair and maintain roads.*
- *Sort the roads out*
- *Allow the repair of the roads/drainage systems, with the costs shared equally across the estate.*
- *Control over the repairs of the roads on the Estate, ensuring that all houses on the estate contribute equal amounts.*
- *The main issue on the Frost estate are the roads - if the parish council could improve the quality of the roads / lighting and footpaths this would be the main benefit.*
- *decent roads*
- *Speed restrictions on improved road system*
- *Decent roads and drainage*
- *I have no idea? We need more info.*
- *The idea of the parish council is to get the roads on the frost estate (to keep it's looks) repaired. I don't want the roads widened which will change the estates appeal.*
- *Will be in charge of our own estate*
- *A parish council would help to improve the estate and it make it more desirable to live there which would help retain the value of the properties.*
- *It would increase the feeling of community on the Frost Estate but also improve the roads which is what everybody is interested in.*
- *We would have control over our own estate*
- *Better local control by local people*
- *Get roads and pavements sorted at last*
- *Local control*
- *ability to deliver the needs for the estate and not council directives*
- *if run correctly - would bring a new community trust across the estate*
- *Have a voice direct to Thurrock Council*
- *representation for the complete estate*
- *Opportunity for community to come Together to repair the roads on the Frost Estate and then maintain the roads.*
- *A togetherness across the estate, a feeling that we are all in it together. A vehicle for getting things done, ie road repairs*
- *A coherent representation for the residents of the Frost Estate.*
- *Much better roads on the estate with yearly maintenance*
- *To have good serviceable roads running through the estate.*
- *To have good serviceable roads running through the estate*
- *None! Thurrock Council will continue to "pass the buck" with regard to services which are paid for through "rates" but not supplied in practice.*
- *Raise the standard of the estate.*
- *As residents of the estate they are fully aware of the situation of our damaged roads*
- *Maintaining roads*
- *Get roads repaired*

- *The essential repair and maintenance of the estate roads that are not the responsibility of the Thurrock Council. This is probably the only way the roads can be improved to keep the original character of the estate.*
- *Organise the repair and on going maintenance of the un-adopted roads on the frost estate as the main priority. This is the primary reason for the formation of a parish council as a legal entity enabled to carry out this function.*
- *Residents working together towards the good of the local area*
- *A forum for discussing any problems that arise on the estate*
- *It would give our specific community a voice and allow issues raised by the residents to be dealt quicker and more effectively. The residents could prohibit large vehicles onto the estate which cause ongoing damage to the roads and agree a mutually acceptable way to manage the maintenance and repair of the roads for all residents on the estate for the future.*
- *It would give our specific community a voice and allow issues raised by the residents to be dealt quicker and more effectively. The residents could prohibit large vehicles onto the estate which cause ongoing damage to the roads and agree a mutually acceptable way to manage the maintenance and repair of the roads for all residents on the estate for the future.*
- *maintain the roads, adopt them, create pathways and pavements.*
- *sense of safety and relief eg the maintenance of the road systems.*
- *spokes person*
- *We would like to see the roads repaired and then maintained in the future.*
- *Repair and maintenance of roads.*
- *help to keep the roads maintained*
- *Our roads need repairing and looking after all year round please.*
- *Repair and maintenance of roads*
- *Enhance the physical look of the estate. Create a cohesive community. Provide easy access for residents and emergency service. To give is a say in our area.*
- *We would like our roads repaired and then maintained for future years*
- *This is the best way to maintain the character of the Frost Estate, sharing the cost across the community.*
- *A communal approach to repairs and maintain the roads on the Frost Estate. The cost to be shared equally by all the residents.*
- *A greater opportunity to be represented in Council discussions as many things covered by our council tax are not provided for on our estate ie general maintenance of communal areas and roadways.*
- *Representation on issues as they affect us on the Frost estate ie maintenance of roadways and of policing parking and speed etc.*
- *prevent the further decreptation of the roads*
- *To repair roads, that are rapidly becoming no go areas. Reinstate footpaths.*
- *Better Road Sense of community*
- *To make road more motor friendly for emergency vehicles*
- *A voice for the frost estate*
- *make sure drains are cleared (all 4 at giffards/ central ave) make lorries ie travis perkins (no pallet) just straight on road damage near junction central/ monford (not sure how council allowed concretes /paving with no drainage.)*
- *Local residents having more involvement in running their services. Keeping the roads well maintained*

- *getting council workes to do our workes at out rates*
- *A measure of independence - election of councillors who care, and to uplift the feel of slow decay that is beginning to effect the whole estate. A whole and equal charge to each property allowing some lenience on people of low income, Pensioners!! To restrict vehicles of 7.5ton on the estate unless emergency vehicles, all 10 to 20 tons complete ban.*
- *I would like to see our roads repaired and then maintained for the future.*
- *More control of local needs*
- *Maintenance of roads Lighting Crime prevention*
- *usable roads and distinctive pathways. refurbish the park and maintain so the children on the estate have somewhere to play. road sign to control traffic.*
- *Hopefully get the Frost Estate roads sorted but, we are desperate for decent roads on the estate.*
- *to pebbley get the frost estate roads served but we are desperate for decent roads on the estate.*
- *maintain roads*
- *repair our road on the frost estate needs new foot paths*
- *get the area maintained especially the roads*
- *repaired frost estate roads, which are in a critical state.*
- *have control over estate*
- *Repair roads which are a danger to pedestrians, and damaging a lot of vehicles. Re-instate footpath. Have a weight restriction and speed limit.*
- *repair maintenance of the road*
- *none*
- *As residents of the Frost Estate they will be very aware of the problems*
- *the possibility of our roads being repaired and maintained to a high standard*
- *Many fold local people on site dealing with things at source*
- *possibility of roads being repaired and maintained to a high standard*
- *Allow us to have a say and representative for our area*
- *it would enable us to make a difference to the community via a representative. to make improvements to our environment*
- *Maintenance and repair of roads. Community spirit*
- *maintenance, repair of roads. Enhance community spirit*
- *Repair and maintain our road*
- *road maintained under constructed*
- *Provides community spirits. Protect characteristics of the estate. Control long term development*
- *road maintained when constructed*
- *attempt to maintain the condition of the road*
- *Our main concern is the roads*
- *Attempting to maintain the roads*
- *money would be raised fairly an work will be carried out specifically for our estate maintenance and repairs are unaffordable by individuals so as a parish council this can be done*
- *a sense of control of the road issues all frost estate residents face with the opportunity to improve it. a parish council will bring residents together to tackle issues that arise.*
- *Upkeep of roads which at the moment is non-existent*

- *Road Maintenance*
- *The roads on the estate need doing desperately and then up keeping but not changed any other way and i think that only the local people on the estate can do this. also I feel it will be done with thought to all the residents if it is overseen by neighbours etc..*
- *Roads to be repaired and maintained with all residents contributing to the cost*
- *Not prepared to answer any of the above until the proposal is concrete. None whatsoever. The making-up of the roads will not happen unless forced by TBC. Too many residents do not have the finances to pay*
- *Better roads, footpaths, drainage*
- *bring this community together*
- *This would reflect the objectives of the residents with regards the up keep of the estate*
- *Ability to repair and maintain public roads that are in a very poor state Local elected residents who use the area*
- *Keep Frost Estate characteristics and environment as surrounding area changes due to industrial development. Frost Estate IS a special place and should remain so. Organise events eg. firework parties, events for kids to improve community spirit and cohesion. Act with services providers for cabling, piping etc.*
- *Better Roads Better Lighting*
- *Better direct contact with people who are more in touch with area*
- *All residents contributing to the cost of repairing the roads and maintenance*
- *A coming together of all property owners in the community with a view to repair and maintain roads for the good of all*
- *Better road conditions and access for vehicles*
- *Better contact with people on the frost estate*
- *It would be able to raise funds and organise urgent repairs that are needed to the roads. General improvements to the estate. Give the estate a sense of community.*
- *residents will be heard - safer, better conditioned roads. Hopefully footpaths will be re-claimed*
- *road repairs road signs e.g weight restrictions and vehicle size*
- *Give us a voice for things that are important to our local area*
- *on a personal perspective being a resident of Lampits Hill Avenue, none*
- *None whatsoever.*
- *To give residents the power to run their own community*
- *A coming together of all property owners in the community with a view repair and maintain roads for the good of all*
- *Road repairs and safety measures put in place*
- *People will have a voice and our roads will be improved so less damage to our cars.*
- *To maintain our roads once full repairs have taken place and to ensure that the cost of this will be equally paid by all households on the estate. To ensure the estate keeps its unique character and to preserve this.*
- *That all households on the estate will contribute equally to the road repairs and ongoing maintenance that they require. To avoid through roads onto the estate.*
- *hopefully a parish council will clean up the frost estate and make it safe for the pedestrians and repair the road to accommodate heavy vehicles that need to*

use the road.

- *Hopefully a parish council will clean up the roads and footpaths of the frost estate and make it safer for pedestrians and suitable for dust vehicles, removal vehicles and delivery vehicles to come onto the estate.*
- *protection of the frost estate*
- *Protection of the frost estate*
- *To Help the Frost Estate*
- *repair roads*
- *as the frost estate is not like any other community in thurrock a more local authority would understand the individual peculiarities of the estate therefore being able to provide help to the residents*
- *None. I bought my property a year ago because of the area and how it is going to be very quiet with no racing cars going through.*
- *repair and maintain roads and foot paths*
- *maintenance to the roads*
- *The road maintained*
- *a voice against the council*
- *Obviously, the ability to concentrate only on frost estate issues rather than looking at, and balancing issues and costs over the whole Thurrock area as the present council have to consider*
- *Decision making and local governance*
- *Improved roads. Drainage and lighting on the roads. Improved safety by slowing speeding vehicles.*
- *Get things done*
- *restore the road to an acceptable level*
- *road maintenance security*
- *as residents of the frost estate themselves they will be aware of the unique problems especially the roads*
- *to help the frost estate*
- *would help to maintain this estate how originally intended*
- *an agreement to maintain the roads and to obtain the appropriate funding*
- *improvements to roads and their upkeep saving residents money in repair bills to vehicles*
- *that the roads would be maintained and refurbished less damage to privately owned vehicles by making roads safer for the elderly who do not have cars but who have to walk or use mobility scooters*
- *road repair and on going maintenance would be a major benefit , not only to private vehicles but personal safety*
- *Keeping our estate in character*
- *well hopefully someone to speak up for the estate*
- *It would help to make the frost estate a good place to live*
- *keep better control of the area we have the highest council tax in thurrock except bins*
- *Return the estate to the nice place to live that it used to be with safe roads*
- *a parish council will bring the estate back to its former glory*
- *i think a parish council would bring the estate back to its state, and would be a nicer place to live*

- *road needs repairs*
- *the roads on our estate are in a very bad and dangerous conditions. i would like to see them repaired to a very high standard and maintained in future years*
- *Arrange / coordinate road repairs*
- *get things done*
- *The residents have the say what happens on the estate.*
- *We would have better control of the estate*
- *Bring up roads to a satisfactory standard*
- *Repair roads*
- *Repairs Roads*
- *Bring community together. Further develop the identity of the Frost Estate.*
- *The main objective would be to sort the roads and drainage*
- *Better roads and maintenance crime prevention speed limits*
- *local people working on behalf of the area they live in*
- *I have no idea as have never come across one before. My only interest is to have roads that are decent so people like taxi drivers and delivery men will not refuse to travel on them and it is safe for pedestrians.*
- *That the people on the estate have their say.*
- *Control Of Our own estate*
- *Cohesive voice for the Frost Estate*
- *Safer roads to walk and drive on. Hopefully reclaim the footpaths people have taken and added to their frontage, some putting flower beds and small fences around which tops pedestrians being able to get off the road when cars are coming.*
- *In control of our own estate*
- *It is our estate we need to look after it*
- *We would have better control of the estate!*
- *develop community spirit further develop the unique identity of the Frost Estate*
- *better roads and maintenance. crime prevention. speed limits*
- *better facilities and roads would be maintained*
- *long term planning for area. Further develop unique identity of Frost Estate*
- *maintain a community spirit and keep environmental friendly*
- *Improve community spirit on the frost estate. Maintain the unique character of the Frost Estate.*
- *run by the community for the community*
- *To oversee road maintenance while keeping the estate's uniqueness without too many drastic changes. A lot if the residents have lived here for years, some all their lives, and all are very passionate regarding keeping it original.*
- *I would like to see the Frost Estate area and environment protected against speeding vehicles or cut through for vehicles. Also to oversee the maintenance of the roads.*
- *I would like the estate to stay just the way it is other than the roads and drains needs much attention this I think the parish council would benefit as an estate.*
- *Roads need to be repaired urgently and it seems fair everybody contributes to this.*
- *Local people, helping and looking after the community, knowing what is needed in the area, spending money on what's important to the community.*

What disadvantages do you think a parish council would bring for the community

- *None really it encourages local debate.*
- *It appears that the sole purpose of the proposed council is the repair and maintenance of the roads on the Frost estate, but I have no indication as to how much each resident will have to pay, or for how long. I accept that there will be a high initial cost in replacing the roads but maintenance cost will be considerably less. I have not seen a proposed programme of work but assume priority will be given to Central Avenue and Giffords Cross avenue on the basis that these roads are in the worst condition, and most of the proposed Parish Council live on these roads, but what guarantees will there be that these councillors will remain once their roads are refurbished?*
- *cost - effect on house prices, ability to sell house. - Not attractive to buyers to have to pay money. - if the roads are improved people will speed kids play on and near the road. - interference - inconvenience whilst the roads are "fixed"*
- *None*
- *Another layer of bureaucracy, more unneeded middle management costing the taxpayer yet more money*
- *It will depend on the councillors*
- *confuse the issue of maintaining the road, that should be its only purpose.*
- *I have lived at my address for 46 years. recently my road was made up paid for by the residents which I objected to and I will not be paying any additional cost as a taxpayer to any parish council. I pay my council tax and will not be paying any additional cost.*
- *As I am a widowed pensioner with only state pension I am concerned as to how much the parish council and road repair would affect me financially. I can only afford a small amount.*
- *Additional cost to residents*
- *additional cost to the householder bad value for money local council will stand back but still keep money from our taxes but do less than they already do*
- *Additional costs on a already tight household budget personnel agendas followed instead of good for the community passing over of responsibilities from the council once a out for them is avail poor value for cost benefit to householders*
- *It is simply another layer of political bureaucracy to be paid for by local taxpayers. I do not believe local lay people have the expertise to run an administration and I would resent having to pay further taxation for yet more government to waste money*
- *I do not/have not been given enough information in order to answer fully this question.*
- *I think that this Council does a very good job and I doubt that a parish council and the councillors would have the skills and knowledge to ensure that current services are delivered to the current high standards. It could also become divisive - a small number of people would have control over the estate (which is a very small area) and I could foresee a great number of problems occurring if this was to be formed.*

- *None, as long as it is democratic and represents the residents views.*
- *Financial stability and possibly a lack of professionalism for those elected*
- *cost*
- *Becoming accountable for more services than just the road repairs.*
- *Any additional cost maybe a disadvantage to some members of the community - or too much interference.*
- *Having to pay more taxes?*
- *Paying more tax*
- *Hopefully none.*
- *As long as residents are consulted and majority voting is used to make decisions, I cannot see that there would be a disadvantage*
- *Increased costs when we already pay full council tax with very little to show for it.*
- *Unwelcome charges to myself*
- *None - so long as the community is represented and main objective is always for the benefit of the estate*
- *Potential hidden agenda's (Personal preferences) going against a democratic vote*
- *Different peoples views on how much they should contribute to improvements proposed*
- *None that I am aware of*
- *Committee inertia and red tape.*
- *None except to provide the core aim of road maintenance shared equally by all households.*
- *Thurrock council may not support the parish council.*
- *Insufficient information to answer*
- *Not known*
- *unknown, focus on the poorly maintained roads and not every road, therefore the residents in the bad roads benefit but not all the residents will when there is a cost. cost ? to the residents?*
- *Don't know at this point*
- *Another level of government Higher Council Tax*
- *Would we be completely be set adrift by Thurrock Council*
- *Some streets have paid for repairs to their road it is likely they would have to contribute to the repair of other roads on the estate. It is unclear what additional council tax will be incurred.*
- *We do not need another level of government nor the bill pay for it when will grow as bills always do*
- *Cost to households Disagreements*
- *Additional costs/taxes*
- *Additional cost*
- *It would mean additional local taxes. The houses are already overpriced on the estate and hence attract higher council taxes for which we no longer get a subsidy (as in the days when i first moved here) to make up or no road maintenance, litter collection etc..*
- *1. Brings a further level of 'governance' to community which governs themselves*
- *2. Additional expense to 'parish' community*
- *Extra layer of government with additional costs. Controls need to be in place to stop takeover of parish council by others with their own commercial ideas.*

- *I have lived on the frost estate for 37 years and the setting up of a parish council is the first time I can see a way forward. So no I can't see any disadvantages.*
- *extra council charge*
- *the thought of a parish council is a non starter. It can bring nothing to a community other than interference that is not required or wanted.*
- *Additional council tax be given rules on what we can and cannot do*
- *I already pay £134 per month and do not get my roads maintained I don't think I should pay extra. Is my Council Tax any cheaper than people that have their roads maintained.*
- *I like the way the frost estate is that's why I purchased the house. I do not want the landscape littered with road signs.*
- *More expense to residents*
- *Additional costs/charges*
- *Distrust and heated arguments of those nominated*
- *Extra cost*
- *Extra cost to residents*
- *Unfair distribution of funds for the benefit of the whole estate.*
- *Complexity*
- *cost*
- *some residents may not agree with above*
- *i can only think of advantages*
- *i don't agree to additional council tax to cover cost to repair road. i already pay a high premium and do not receive an discount for not having all parts of tax paid for services. i am willing to pay a one off fair payment for repairs along with everyone else.*
- *Not cost effective*
- *no disadvantages*
- *none that i can see*
- *The only disadvantage would be the extra costs to each household for road maintenance.*
- *The cost to each household is an unknown to all. Many people are pensioners and not all worked at shell or mobile - to receive good pensions.*
- *No idea*
- *Can't think of any - as other avenues have been explored and discounted*
- *hopefully none*
- *No disadvantages*
- *extra layer of government*
- *i feel there be no disadvantages*
- *I don't foresee any disadvantages to a parish council within the community.*
- *I am not aware at this stage of any disadvantages. Should people in the future do not want to stand for election this may cause a problem and how many there will be?*

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Do you have any other comments or observations you would like the Council to consider?

- *Everyone who moves onto the frost estate does so knowing what they are taking on. The roads are not good but that is part and parcel of the character of this estate. 6 weeks after moving on to the estate myself we were asked to contribute to the cost of repair to the road. Which we did and a large section of the road was renewed. Similar projects have been undertaken in other areas of the estate and the residents and none residents enjoy the benefits. When purchasing a property on this estate you do so on this understanding, I do not see the need to become a parish council involving more red tape and expense and feel that we already pay our council tax which covers all the facilities required i.e. rubbish collection, lighting etc. And I am not willing to be part of any parish control and pay any additional cost that it might involve.*
- *That Councillors make themselves more visible rather than just at the time of elections. At least the previous Councillor for this area, Phil Anderson, was seen out and about. The council chamber is obviously far too comfortable!*
- *Disagree that a parish council should be set up - the members only sourced a way to get the roads done. Disregarding the other 60% whom have no problem dealing with the roads.*
- *I think the Frost estate needs just one thing. The roads that were never taken over by the council need to be, and properly maintained especially York Avenue which is beyond dangerous for anything on two wheels, and causes damage to anything with four.*
- *Not really, our priority is to get the roads mended. quite happy to pay for it.*
- *I feel the mandate for the parish council should be very simple, and stipulate its main aim, to keep the roads maintained.*
- *As now a pensioner I could not cope with the extra (taxes)*
- *I do not get a council tax reduction for having no money spent on my local roads. Why? I strongly believe that a repair regime for severe pot holes only should be undertaken by the council at no cost to me. If this is not possible then I will be against any change.*
- *the roads are the issue why start a parish council just to fix the roads*
- *The parish council route has been chosen to raise cash for road improvements due to the fact no responsibility has been enforced on the rules/laws that already exist on road upkeep. This is the only true agenda and the rest is being considered to cater for the road solution only. The parish council route is even presented as the only route available to raise cash from residents to maintain roads this should not be the driver for starting a parish council. I am always hearing that services will be withdrawn from frost due to condition of the roads but i see nothing in writing no announcements in the papers but still the threats remain which is the reason for the parish council the rest is smoke. At no time has the council offered to help in understanding the existing rules for road maintenance on the frost estate. Until the true discussion starts on road maintenance and its consequences this issue will fail at the vote and again another pot of money wasted. Householders must take responsibility as per there house deeds dictate we just have to understand the rules and how they*

- are enforced. The rest is baggage.
- *In my opinion this is a single issue campaign brought about by the state of the roads on the estate, and that is not a good enough reason to make a complete change to local governance. I believe an arrangement for the current council to repair and upgrade the roads negotiating a reasonable surcharge to local residents is more realistic. Failing that a private contractor could be encouraged to take control of the roads with again a fair charge being shared amongst residents.*
 - *I feel there has been a distinct lack of communication and information concerning this subject. The only thing I will say is that we already pay Council Tax. I am not in favour of paying another one. People buy properties on this estate knowing they will have to repair their road.*
 - *I think the option that is detailed in the Cabinet report for the Council to take responsibility for roads is a good one. I would be prepared to contribute to this and I am sure that this would be the preferred option of most people to ensure that the current roads are brought up to a standard that are fit for purpose.*
 - *Street Name plates are in poor state, need replacing.*
 - *My main aim in requesting a parish council for the frost estate is to get the roads repaired (without sacrificing or adding to the current access points, speed limits and privacy we currently have) if this could be done as part of our current governance structure I would not be keen on a new parish council. Please take this into account when processing this questionnaire*
 - *Hopefully the council will make a decision on the above ASAP to enable the matter to progress to a satisfactory conclusion.*
 - *Hopefully a decision can be reached early regarding the formation of a Parish Council to enable the repair of the roads to go ahead as the roads are now deteriorating to a dangerous level.*
 - *Please sort the roads out*
 - *As a pensioner I could not cope with the extra (taxes)?*
 - *My understanding is the Parish council is being formed for the purpose of repairing the roads/drainage on the estate only*
 - *Will not contribute any monthly amount*
 - *If there is a monthly fee I will be against this proposal as I am a pensioner.*
 - *Residents don't need to pay out any more when you are living on a pension.*
 - *At a meeting regarding getting a parish council we were told that the residents were responsible for the road to the centre of the road. When I asked if it was ok for me to close my half off to repair I was told that I could not. Therefore I must assume the Council is responsible for repairs. But as the Council refuse to repair something must be done as lorries/refuse collectors are breaking the roads up.*
 - *I would like to receive a breakdown of what my current council tax payment includes. My property is a Band D and I would like to know if other Band D properties in the area that are not in a private street pay the same as me but get road maintenance included in their bill. If this is the case then our council tax payment should be reduced as we do not get road maintenance included in our street.*
 - *Why do I pay full council tax when my roads are not maintained by Thurrock Council. I believe that Thurrock Council should provide a discount on our council tax to provide funds to be used to maintain roads.*
 - *Should never allow that York Ave / Giffords Cross becomes a*

- thoroughfare/access for traffic not associated with the frost estate.*
- *Do not allow York Ave/ Giffords cross to become a route through for all traffic (unrelated to the frost estate). Regular meetings to share and discuss proposals / views - face to face. with such a variation of generations on the estate now - it needs to consider the very differing views of everyone*
 - *In the 1960s-70s a survey was carried out but rejected due to lack of support. However at that time the roads would have been re-laid with reinforced concrete and the charge to each property could either be paid by the current owner right away or set against the property when it changed hands, the cost as I remember it was £5 per foot run of the frontage with special consideration to those with a particularly side of long length. Obviously those with long side lengths of land were the main objectors. The road entrance to the town centre would not be opened for through traffic. There lets have the roads properly repair/renewed to a reinforce standard to the same layout as existing and so retain the 'unique' residential area for all residents.*
 - *Don't let the roads be used for all traffic as a cut through*
 - *Pedestrian access for the disabled on the Frost Estate*
 - *Spend the money on the frost estate, which you collect annually from rate payers!*
 - *A road sweeper to come down central avenue. We do pay for this service. In the eleven years I have lived here we have never had one.*
 - *The roads are getting dangerous and I would like to see them repaired/replaced to the same width etc as before to keep the character of the estate*
 - *The roads are our main concern. I've already badly damaged my car due to a pot hole. We would like the roads repaired but kept the same to keep the character of the estate*
 - *I would like all the roads to look and be like lampits hill avenue.*
 - *weight restriction not ahead one tree hill through lampits hill 1 and a half tonne limit?*
 - *Can the services the Frost Estate just be Provided by Thurrock Council? What method would be used to elect parish councillors? Will the decision to create a parish council be made by vote?*
 - *now dp world is up and running weight restricted roads and bridges in the area should be monitored and vehicles breaking the weight restrictions. seen several vehicles that appeared overweight on the r way bridge in southend road.*
 - *To give the estate guidance other than seeing this operation through.*
 - *yes hurry up*
 - *more policing on our estate.*
 - *more police on the frost estate we get lots of vandals*
 - *The council does its best to keep taxes down This will not be possible with a parish council as they will need money. I have lived on this estate for 80 years , Please leave it as it is.*
 - *need to provide walkways for the public*
 - *We do not want wider roads, pavements or like main roads. Damage to roads was caused by waste carts.*
 - *this would seem to be the only way the issue of the condition of the roads may be addressed*
 - *possibly the only way forward is to attempt to resolve the worsening condition of the road*

- *the problem of the roads is becoming more and more of a problem and things must be dealt with more urgently this is a lovely estate to live on apart from the roads*
- *i think it is great that members of the frost estate have come together to find a resolution to the poor road quality that has been a problem for many years and will continue to be without intervention*
- *This in an ongoing problem and I cannot see any other way of overcoming it, and the longer it goes on the worse the roads etc. are becoming.*
- *The Frost Estate has always been an unmaintained, tranquil area - this was and still is the very nature of its appeal to anyone wanting to live here. In my opinion, any changes would be detrimental to the ethos of the estate, where ALL householders made an 'eyes wide open' decision to purchase a property. If these residents did not like the roads they should not have opted to invest their hard earned money here, and then try and change it!!!*
- *I do not feel residents appreciate the COSTS involved in just running a P.C.*
- *There is in my opinion not to mention wrong on Frost Estate apart from roads, they need to be repaired and maintained with more lighting in place even if it means paying small monthly increase it would be better than what here now.*
- *Who manages the parish council? How often will the parish council have to beg for funds from the council? How will new council deliver new services? Whilst it is felt that repair works are required in certain areas of 'roads', consent is denied to Thurrock Council to adopt or undertake any road works whatsoever on our behalf, if the crown will not accept responsibility/liability for roads, and the men and women of the Frost Estate are responsible for the upkeep of the 'surface' of the roads then written consent must be obtained (individually) before TBC have any jurisdiction. What 'links' will 'NALCO' have with Thurrock Council and the parish council (conflicts of interest?) Always remember thurrock council are public servants who work to the demands of the public. The public have governance over TBC. Where is the consistency of services provided by Thurrock Council? Where road lighting, road signs, and refuse collection are provided, but road repairs are not. Vehicle Road tax and other taxes placed into the consolidated fund are then distributed by government to councils, part of which is for road repairs. None of the government subsidy has ever been spent on frost estate roads. Where is the duty of care from TBC by protecting the public from injury from roads that have fallen into disrepair. Where is the equality in the use of road repair funding from government, throughout TBC area when no funds have been allocated to frost estate roads since 1934 or TBC became a unitary authority.*
- *Poor conditions on roads causes damage to all road users, including Vehicles*
- *Thurrock Council has had 30+ years to come up with ideas to give residents what they want but has failed. Improve roads, keep same width as now, no pavements, cut traffic speed and lorry size, improve drainage and spread cost fairly across all properties and over many years. There are many pensioners living here who are not rich! We do NOT want the roads adopted and brought up to highways standard - NO increased widths, no through roads t the Homesteads or town centre.*
- *To Restrict the size & weights of delivery vehicles as they are responsible for cutting up verges on the estate and breaking up roads surface due to weight*
- *not at this time*

- *Stop dentist patients from parking outside on the corner of central avenue + lampits hill out onto the main lampits hill road to allow cars vans lorries to get out of central avenue*
- *Having lived in my bungalow for over forty years back when Lampits Hill Avenue was unmade. The Council step in and with a majority vote it was made up with cost to me of £2500 in 1982 then I paid a further £600 towards the flank road to pay a regular amount monthly us one step too far. Very sorry.*
- *We pay full rates on the frost estate. Obviously some of that goes to repairs and maintenance to roads, paths and verges. But people who live in adopted roads get a percentage of their rate spent on repairs where is our percentage spent?*
- *I understand there were 350 signatures on the petition signed by persons on electoral role. would it not be fairer if this was signed by only council tax payers.*
- *Under the heading of 'why are we doing this' it is quite obvious to me that the major reasons for forming a Parish Council is for the maintenance and upkeep of the roads on the Frost Estate. As a resident of Lampits Hill Avenue you will be aware that my road is already 'made up'. The cost of which was met by any house owner whose boundary bordered Lampits Hill Avenue. For me the cost was in excess of £2000. So you can appreciate that my paying for other roads on Frost Estate to be maintained is unrealistic. Our road is lit, we have trees and verges and drains. The verges are cut and the road swept by the council. So on a personal note i can see very little benefit a Parish Council could provide for me.*
- *The group of self styled committee that requested a parish council are all the people who attended the meeting chaired by Councillor Gupta. Some time ago, their agenda then, was to get the Council to repair the roads on the estate. They have now seized the chance to get others to repair their roads via a parish council route. The roads Arundel, Carlsbrooke, Pembroke, Montfort only serve the residents who live on them. Unlike the residents on my road, Chamberlain Avenue which is used by all other residents as a through route when going east top Basildon and the A13. To expect others on the estate to foot the bill for their neglect of the road outside their premises is fundamentally wrong, we all knew our responsibilities when we moved onto a private estate. I have no desire or will to fund those who wish to shirk those responsibilities.*
- *I am opposed to the commissioning of a parish council only raised to tax residence of the frost estate to repair the bad roads and for which I do not want to pay for as the Council have already taken over my road and I think they should take over every road on the frost estate.*
- *do not over develop keep back alley ways shops rubbish free*
- *do not over develop*
- *my own personal view is that residents are mainly interested in repair and maintenance of the road*
- *despite my numerous complaints to thurrock council planning department the continuations of allowing the council resident to extend their drive ways is beyond the problem boundary. also including the erection of a large metal post fence causing damage to both the commercial and private vehicles. many properties have placed scaffolding poles on the drive way of their properties and also over the boundaries of their properties these are dangerous should adults fall and children be falling over and hurting themselves whose duty of care takes the responsibility?*

- *Why should pensioners pay the extra when one they may not drive a car and 2 may not have the money to contribute as they are living on a pension. Also many people have paid thousands of pounds to have their driveways done to the road and any maintenance would disturb this.*
- *The frost estate is lovely as it is and does not need interference from a minority who think they know best and what other people want.*
- *to see the roads properly repaired and maintained as they were originally intended*
- *I moved to the frost estate because I like the unkept roads and no paths, this is what appealed to me when I moved here!*
- *People living on Lampits Hill Avenue have already paid a substantial amount for a made up road.*
- *speed ramps in roads to slow down speeding and 3 ton weights limit on the roads*
- *we have a very high council tax payment for very little in return this might get us some sort of action on our roads*
- *Although I am generally in favour of a Parish Council, I note that generally all the talk and ambitions of those who at present represent the estate, are about the condition and the upkeep of the roads, and it is no small coincidence that those shouting the loudest live where the roads are in the poorest state of repair. Will there still be as much enthusiasm for a Parish Council once the roads are made good / replaced? However, I would like to see the roads in good order with adequate signage including speed limits, weight limits and the introduction of speed humps and the new roads to resemble what we have at present rather than be made wider and brought up to adoptable standards. In my own, possibly selfish view, I would expect those properties fronting those roads that need repair/replacement to bear the cost of those improvements. I fear that those fronting the roads needing repair are looking for a way for the cost of the improvements to be borne by the whole estate and the introduction of a Parish Council is one way of implementing that aim. I live on the corner of Lampits Hill Avenue and Chamberlain Avenue and I paid my proportionate cost for the upgrading of L H Avenue to adoptable standards and recently clubbed together with my neighbours to have Chamberlain Avenue covered with tarmac. So you can appreciate I am rather loathed to contribute to the cost of road improvements to other areas of the estate. However, I would reiterate that I am in favour of the estate roads being widened with the inclusion of kerbs and paving and bringing them up to adoptable standards as this would completely destroy the character of our estate.*
- *As a predominantly bungalow estate (1930s) the council should consider classifying as a designated area / conservation area*
- *Yes we pay council taxes and road taxes. Thurrock Council should maintain our roads (basic repairs)*
- *i do not want the roads on the frost estate to be adopted by the council*
- *i would like the council to consider the elderly people that live on the frost estate who need to either walk using a walking stick or mobility scooter to access the town centre without fear of falling on uneven roads.*
- *when we moved on the estate in 1945 a fence separated the housing estate from the bungalows in giffords avenue we think to stop all of the overloaded lorries there should be bollards installed*

- *we have been trying to give the roads repair for a long time and now we have been given the chance to do this.*
- *i do not want my council taxed increased i will happily contribute a small one off payment towards filling in some of the pot holes and repairing crossroads there should be some assistance from the council with road repairs (maybe supply labour and resources at cost.) without the need to increase council tax.*
- *as we pay council and car road taxes. Thurrock council should provide basic road repairs on our estate.*
- *Widening roads would encourage speeding like Branksome Avenue*
- *The parish council should have the overall say with any planning permission - too many bungalows are being turned into ugly houses!!*
- *I would like to see the roads repaired and maintained to the original condition and will be happy to pay for this in my council tax the bad condition of the road at this present time is my main concern.*
- *Repair the roads, but still keep our frontage and footpaths.*
- *Drainage on roads HGV Weight restrictions speed limits*
- *Not at present*
- *On only the major repairs, but a long term maintenance programme would be preferred.*
- *I would like to see the frost estate character maintained as original I do not want two lanes with paths*
- *Originally we had ditches to control drainage. Where are they? Council lorries damaged roads - compensation needed.*
- *I feel that the unique character of the Frost Estate needs to be maintained roads to be repaired and kept as they were in the 1920's*
- *Parish council should have overall say as to planning permission on the estate. Too many bungalows are being turned into ugly houses, looking nothing like original from the front!!*
- *Repair roads without moving to adoption standards*
- *council should contribute to the repair of the introduction of vehicles over the design capacity of the roads*
- *All residents should pay the same amount for this improvement (no exceptions). Maintaining the condition of the roads can only improve property values and allow safe vehicle and pedestrian access.*
- *Priorities: Road maintenance / no footpaths. All pay the same contribution. Regulate planning/developing to maintain the originality of the estate.*
- *We should all pay the same, Don't increase width of roads/no footpaths. The frost estate should be kept original and in keeping with other properties. Owners should not be allowed to erect big ugly dormers that are an invasion to neighbours an invasion to neighbours and totally out of character.*
- *Give the estate a parish council ie let the community survive and grow helping the whole area. With a parish council the area would improve, we need a parish council.*

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10 December 2014	ITEM: 6
General Services Committee	
Arrangements for the Recruitment of the Director of Public Health	
Wards and communities affected: None	Key Decision: Not applicable
Report of: Roger Harris – Director of Adults, Health and Commissioning	
Accountable Head of Service: Not applicable	
Accountable Director: Roger Harris – Director of Adults, Health and Commissioning	
This report is public	

Executive Summary

This submission is to request that the Committee considers and agrees to the proposed arrangements for the recruitment to the post of Director of Public Health (DPH).

1. Recommendation(s)

- 1.1 To confirm the appointment process as set out in this report.
- 1.2 To agree to the appointment of Penna to undertake an external assessment of shortlisted candidates.
- 1.3 To agree that the General Services Committee be the appointment panel for the post of Director of Public Health (alongside any requirements of the Faculty of Public Health and Public Health England) with the final recommended candidate being endorsed at full Council on 25 February 2015.

2. Introduction and Background

- 2.1 Public Health responsibilities were transferred over to local authorities from the NHS in April 2013. This included the establishment of a ring-fenced Public Health Grant (PHG), certain mandated duties and the responsibility to appoint a Director of Public Health.
- 2.2 The post of DPH for Thurrock was agreed by the Council in February 2013. At the point the responsibility was transferred over to the Council in April 2013

there was not a DPH in post within our local Primary Care Trust, so unlike other areas there were no candidates to TUPE over. As a result Thurrock Council entered into a shared arrangement with Southend on Sea and it was agreed that Dr. Andrea Atherton would be a shared post between Thurrock and Southend.

- 2.3 This arrangement was agreed for the year 2013/14 and renewed for a further year 2014/15. Alongside Southend Council we have reviewed the current situation. We have benefited from having an experienced DPH to oversee the transition of the new responsibilities from the NHS to the Council. However, we now feel that the time is right for Thurrock to appoint its own full-time DPH when the current arrangements end on 31 March next year.

3. Issues, Options and Analysis of Options

- 3.1 The Health and Social Care Act 2012 required local authorities to appoint a Director of Public Health to have responsibility for their new public health functions.

The Act expects that the Director of Public Health will:

- Be the champion for health within the local authority
- Be responsible for all the new public health functions of local authorities (which cover all three domains of public health: health protection, health improvement and health care public health)
- Produce an annual report on the health of the population
- Be a statutory member of the Health & Wellbeing Board
- Be a statutory chief officer, as set out in the Local Government and Housing Act 1989, as amended.

- 3.2 As stated above when the responsibilities were passed over to Thurrock Council there was no permanent DPH in post in the previous PCT and so no candidates who could be TUPEd over. As a result the Council considered sharing options for the post and reached an agreement with Southend to share the post for an initial 12 month period (which could be renewed if agreed by both parties).
- 3.3 The reason this arrangement was agreed was first of all to share the cost but also at the time there were numerous vacant DPH posts and it was felt our ability to recruit would be very difficult. Instead we benefitted from having an experienced DPH in Dr Atherton to oversee the transfer of responsibilities and ensure that the new duties were fully embedded within the Council.
- 3.4 The arrangements have worked well and we can point to a number of successes over the first 2 years of taking on these new responsibilities in particular all Directorates of the Council have been working alongside the Public Health team to re-assess their own work to see how it can promote a wider approach to health and well-being.

- 3.5 However, it is accepted that sharing with Southend has meant some areas have not had the depth of coverage that they should be receiving. In particular the “core offer” to the NHS has not had the level of support it should have – this problem has been compounded by the fact that we have not had a full-time, permanent consultant in post for most of the period since the transfer took place. As a result it is felt that the time is now right, when the current arrangement expires - 31.3.15 - for Thurrock to appoint its own full-time DPH.
- 3.6 We have considered whether there are any other viable sharing arrangements – Essex County Council, a London Borough: Havering or Barking & Dagenham, the Thurrock Clinical Commissioning Group or Public Health England. None of these appear to be viable options. These local authorities are either part of a separate health and social care system i.e. in London or there is no prospect of any joint funding i.e. from the CCG or PHE. As a result the most preferred option for Thurrock is to appoint its own full-time DPH. We will continue to be open to any shared arrangements if a viable option emerges which allows Thurrock to deliver its core PH duties.
- 3.7 It is proposed that the General Services Committee undertake the appointment process, as set out below, in accordance with the approved HR and other policies of the Council.
- To agree any arrangements for the appointment (today)
 - To undertake the final interview process supported by the Director of Adults, Health and Commissioning (who is the line manager for this post) and the Faculty of Public Health and Public Health England (who are required to be full partners to the recruitment process)
 - To recommend to full Council the appointment of the Director of Public Health in accordance with Council policies and procedures (see Employment Procedure Rules in Chapter 10 of the Constitution)
- 3.8 The funding of the DPH post is met by the ring-fenced Public Health Grant (PHG) and as such there is no call on the Council’s General Fund. The post has been recently job evaluated (November 2014) and graded at Director Grade 1 : £ 93,500 - £ 108,000. We have set aside £ 85k in our current PHG for the shared arrangements. So there will be an extra call on the PHG in 2015/16. We will not be appointing to the vacant consultant position until the Director post has been confirmed and so the saving from that post (or a consultant post at reduced hours) will cover the extra costs that we need for the Director post.
- 3.9 Timetable

The outline timetable for the appointments to both posts is set out in the table below. Shortlisting and interview dates will need to be confirmed once the final panel has been confirmed.

Activity	Responsibility	Date
External Advert	HR	11 December 2014
Closing Date	HR	Monday 5 January 2015
External Assessments	Penna	TBC
Shortlisting	HR	TBC
Final Interview	GSC alongside Faculty of Public Health and Public Health England	TBC
Full Council confirms appointment	Full Council	25 February 2015

3.10 The Officer Employment Rules contained within Chapter 10 of the Council's Constitution provide for the following:

- 1.1 *The final decision on the appointment or dismissal of the Head of Paid Service / Chief Executive or on the appointment of any Statutory Chief Officers/Directors shall be by resolution of Council on the recommendation of the General Services Committee insofar as this does not fall within the remit of the Joint Appointments Committee.*
- 1.2 *The appointment and dismissal of, and taking disciplinary action against, any Chief Officer/Director shall, except where required to be by resolution of Council under Rule 1.1 above, be conducted by the General Services Committee insofar as this does not fall within the remit of the Joint Appointments Committee.*
- 1.3 *The General Services Committee may arrange for the discharge of any of its functions under Rule 1.2 above by a Sub-Committee or (with the exception of making a recommendation to Council as set out in Rule 1.1 above or the final decision on the appointment or dismissal of a Chief Officer/Director) an Officer.*
- 1.4 *Any Committee or Sub-Committee discharging functions under Rules 1.1 to 1.3 above must include at least one Member of the Cabinet.*
- 1.5 *The function of appointment and dismissal of, and taking disciplinary action against, any Officer of the Authority other than those listed at Rule 1.6 below shall be discharged, on behalf of the Authority, by the Chief Executive or by an Officer nominated by him/her.*
- 1.6 *Rule 1.5 above shall not apply to the appointment or dismissal of, or disciplinary action against:*

(a) the Head of the Paid Service / Chief Executive

(b) a Statutory Chief Officer/Director

(c) a non-statutory Chief Officer/Director

(d) a political assistant.

The terms of reference of the General Services Committee provide for the committee to appoint or dismiss or make arrangements for the appointment or dismissal of Directors.

4. Reasons for Recommendation

4.1 The General Services Committee is recommended to consider and agree to the recommendations contained within this report to enable an efficient process to be conducted, in accordance with the provisions of the Constitution, for the recruitment of the Director of Public Health.

5. Consultation (including Overview and Scrutiny, if applicable)

5.1 The recruitment process will need to meet the requirements of the Faculty of Public Health and Public Health England.

6. Impact on corporate policies, priorities, performance and community impact

6.1 The permanent recruitment to the post of Director of Public Health will better enable the Council to deliver the following corporate priorities:

- Create a great place for learning and opportunity
- Improve health and well-being

7. Implications

7.1 Financial

Implications verified by: **Sean Clark**
Head of Corporate Finance

As stated in the report, there will be an increased cost to Thurrock Council for a full time post but this will be met from the ring fenced Public Health Grant. As such, there is no further pressure on the general fund.

7.2 Legal

Implications verified by: **Fiona Taylor**
Head of Legal & Democratic Services

A Director of Public Health is a statutory Chief Officer so the appointment would be at Full Council as the final decision maker upon a recommendation of the General Services Committee and compliance with Rule 3.1 of the Officer Employment Procedure Rules designating a post for a statutory purpose.

7.3 Diversity and Equality

Implications verified by: Roger Harris
Director of Adults, Health and Commissioning

The post of Director of Public Health is a statutory post. The functions of the Public Health team are set down in various guidance and circulars issued by the Department of Health and Public Health England. This includes a range of mandated duties aimed at improving the health and well-being of the local community. The DPH is a statutory member of the HWB Board and produces an Annual Health Report to the full Council on the state of health of the Borough. This specifically picks up those areas of inequality and diversity that are impacting on individuals and communities health and well-being.

7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- Thurrock Council Constitution – Chapter 10 (to be found on the Council's website at <https://www.thurrock.gov.uk/constitution-of-council/thurrock-council-constitution>)

9. **Appendices to the report**

- Appendix 1 - Job Profile for the post

Report Author:

Roger Harris
Director of Adults, Health and Commissioning
Adults, Health and Commissioning

JOB PROFILE

DIRECTORATE	Adults, Health and Commissioning, Thurrock Council
JOB TITLE	Director of Public Health (Full Time)
POST NUMBER	
GRADE	NHS Consultant Contract / Director Level 1 : £93,500 - £ 108,000
RESPONSIBLE TO	The post holder will be dually accountable: <ul style="list-style-type: none">• Professionally accountable to the employing Authority, Thurrock Council (and Secretary of State for Health through Public Health England)• Managerially to Thurrock Council via the Director of Adults, Health and Commissioning
RESPONSIBLE FOR	Consultant in Public Health Head of Public Health
KEY LIAISON WITH	Directors Board Cabinet Members of Public Health Team Other officers in Thurrock Council Elected Members Thurrock Council Thurrock Clinical Commissioning Group Health watch Thurrock Public Health England Essex Health Protection Team NHS England – Essex Area Team Voluntary Sector Business Sector
DATE OF PROFILE	October 2014

JOB PURPOSE

This is a replacement full time appointment for a Director of Public Health for Thurrock Council based at Thurrock Council Civic Offices, Grays, Essex,

The Director of Public Health is a statutory chief officer of the Council and the principal adviser on all health matters to elected members and officers, with a leadership role spanning all three domains of public health: health improvement, health protection and healthcare public health.

Section 73A(1) of the NHS Act 2006, inserted by section 30 of the Health and Social Care Act 2012, gives the Director of Public Health responsibility for:

- all of the Council's duties to take steps to improve public health
- any of the Secretary of State's public health protection or health improvement functions that s/he delegates to local authorities, either by arrangement or under regulations – these include services mandated by regulations made under section 6C of the 2006 Act, inserted by section 18 of the 2012 Act
- exercising the Council's functions in planning for, and responding to, emergencies that present a risk to public health
- the Council's role in co-operating with the police, the probation service and the prison service to assess the risks posed by violent or sexual offenders
- such other public health functions as the Secretary of State specifies in regulations

KEY CORPORATE ACCOUNTABILITIES

1. To work with colleagues to achieve service plan objectives/targets.
2. To participate in One to One Performance Development Reviews/Appraisals and contribute to the identification of your own and team development needs
3. To actively promote the Council's Equal Opportunity Policy and Diversity Strategy and observe the standard of conduct which prevents discrimination taking place.
4. To ensure full compliance with the Health and Safety at Work Act 1974 etc., the Council's Health and Safety Policy and all locally agreed safe methods of work.
5. To fully understand, and be aware of, the Council's commitment to the Section 17 duty of the Crime & Disorder Act 1998 to prevent crime and disorder.

KEY CORPORATE ACCOUNTABILITIES

6. At the discretion of the Head of Service, such other activities as may from time to time may be agreed consistent with the nature of the job described above.

KEY SERVICE RELATED ACCOUNTABILITIES

1.0 Job Summary

The Director of Public Health post will understand and enhance the health of the people of Thurrock and adopt an approach which:

- Understands the link between economic success and good health and takes a long term approach to strategic improvement in both
- Develops a clear, targeted long term strategy that ensures health and social care, education, housing, jobs and economic policies and infrastructure are shaped in ways which deliver maximum improvements in health and wellbeing
- Minimises the adverse effects of demographic change and potential threats from poor health on the long term competitiveness of the (LA name). The challenges of a growth in numbers of older people and people with disabilities will require a medium term strategy.

These roles are derived from Government policy and clearly identify the unique contribution which local authorities can make to improve the health and wellbeing of communities through:

- Their statutory responsibilities and powers with respect to health protection and health scrutiny
- The level, distribution and quality of services they directly commission or provide
- Strategic leadership-promoting and supporting partnership working by public and private sector agencies on key priorities such as community safety, alcohol and drugs prevention and treatment
- Community leadership-enabling Members to engage effectively with their communities with respect to health and intelligently holds the NHS and the local authority to account
- Advocacy and influence-national and local policy development

The Director of Public Health is appointed according to procedures that

replicate the statutory process for senior appointments to the NHS, including an Advisory Appointment Committee.

The Director of Public Health is a registered public health specialist (i.e. included in the GMC Specialist Register/GDC Specialist List or UK Public Health Register (UKPHR)).

The Director of Public Health is a statutory member and main source of health advice to the Health and Wellbeing Board. S/he has a statutory responsibility to produce an independent annual report on the health of the population, progress on improving health and reducing inequalities and making recommendations.

2.0 Job Purpose

The Director of Public Health leads a team within the local authority responsible for the development of a strategic needs assessment for the local population and for the delivery of:

1. Health Improvement

- developing healthy, sustainable and cohesive communities through Health and Wellbeing Board and the wider Council and partners
- developing healthy lifestyles for individuals and communities
- tackling specific issues based on local needs assessment such as childhood obesity, smoking,
- developing a strategy for reducing health inequalities

2. Health Protection

- dealing with infectious disease threats including food and water borne disease supported by local Public Health England
- preparing for emergencies including pandemic influenza
- providing advice and challenge, especially advising on environmental threats including pollution, noise and contaminated land
- co-chairing the Local Health Resilience Partnership when applicable

3. Health services public health

- population health care, including oversight and promoting population coverage of immunisation and screening programmes
- supporting the commissioning of appropriate, effective, and equitable health care from the NHS locally
- leading the integration of health and social care services

3.0 Key Responsibilities:

1. Producing an independent annual report on the health of the population, progress on improving health and reducing inequalities and making recommendations
2. Being principal adviser to Health and Wellbeing Board in developing a

Health and Wellbeing Strategy based on the assessed needs of the population and proven interventions to improve health

3. Providing specialist public health advice to commissioners on priorities for health and social care spending and the appropriate configuration of services within and between local authorities.
4. Supporting Local Resilience Forum in developing comprehensive multi agency plans for the anticipated threats to public health
5. Having full access to the papers and other information that they need to inform and support their activity, and day to day responsibility for their authority's ring-fenced public health budget.
6. Being Principal Advisor on all health matters to members and officers across local government.

4.0 Management arrangements

The Director of Public Health will be professionally accountable to Thurrock Council (and Secretary of State for Health through Public Health England) and managerially accountable to the Director of Adults, Health and Commissioning in Thurrock Council. Professional appraisal will be required. An initial job plan will be agreed with the successful candidate prior to that individual taking up the post. This job plan will be reviewed as part of the annual job planning process.

The Director of Public Health will:

1. Manage 2 members of staff (Consultant in Public Health and Head of Public Health)
2. Manage the public health budget, which is currently ring fenced until 31st March 2016
3. Be expected to take part in on call arrangements for communicable disease control/health protection as part of the Essex Health Protection Out of Hours On Call Rota
4. Manage Specialty Registrars in Public Health

5.0 Professional obligations

1. Participate in the organisation's staff appraisal scheme and departmental audit, and ensure appraisal and development of any staff for which s/he is responsible.
2. Contribute actively to the training programme for Foundation Year Doctors/Specialty Registrars in Public Health as appropriate, and to the training of practitioners and primary care professionals within the locality
3. Pursue a programme of CPD, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake

revalidation, professional appraisal, audit or other measures required to remain on the GMC/GDC Specialist Register or the UK Public Health (Specialist) Register or other specialist register as appropriate.

4. Practise in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified) and the Faculty of Public Health's Good Public Health Practice

These professional obligations should be reflected in the job plan. The post-holder may also have external professional responsibilities, e.g. in respect of training or work for the Faculty of Public Health. Time allocation for these additional responsibilities will need to be agreed with the line manager.

6.0 Personal Qualities

The Director of Public Health is:

1. A visionary and transformational leader with a full understanding of relationships and culture of organisations that impact on the wider determinants of health as well as health services,
2. Trustworthy and independent professional accountable to Secretary of State through Public Health England as well as to the local population through the Local Authority.
3. Trained and experienced in all areas of public health practice and registered as a public health specialist with the GMC or another appropriate regulatory body and accountable to them for their professional practice including ethical standards
4. Able to demonstrate corporate skills in strategic leadership within an organisation
5. A skilled and trusted communicator at all times particularly in a crisis
6. Strongly committed to teaching and research in collaboration with academic departments
7. Up to date and can demonstrate continuing professional development through appraisal and revalidation as a specialist with GMC or other regulator
8. Highly visible to ensure in-depth knowledge of local communities and better working between the public and local organisations
9. Able to show intellectual rigour and personal credibility to collaborative working and commissioning processes
10. Demonstrably accomplished in improving the health of communities
11. Able to lead across all local authority functions to district councils, NHS

bodies, the private sector and the third sector indicating the impact of investment on public health and inequalities

7.0 Key tasks

The job description will be subject to review in consultation with the post holder in the light of the needs of the employing organisation and the development of the speciality of public health and any wider developments in the field of public health.

7.1 CORE COMPETENCY AREAS

These are core national competencies. The post holder is expected to have the competence to implement any of these areas of work as required but exact tasks will be shared and agreed across a wider team.

Surveillance and assessment of the population's health and well-being

- To ensure the proper design, development and utilisation of information and intelligence systems to underpin public health improvement and action for the population across disciplines and organisations.
- To receive, interpret, provide and advise on highly complex epidemiological and statistical information about the health of populations to the Local Authority, NHS and voluntary organisations.
- To ensure the use of the best available evidence base to support the assessment of health needs, health inequalities, health impact assessment and the identification of areas for action within the local population.
- To produce an annual report on the health of the population of Thurrock

Assessing the evidence of effectiveness of health and healthcare interventions, programmes and services

- To provide expert public health advice and leadership to support and inform an evidence-based approach within ethical frameworks for commissioning and to develop high quality equitable services, across primary, secondary and social care, and across sectors including local authorities, voluntary organisations and others, in potentially contentious and hostile environments where barriers to acceptance may exist.
- To be responsible for leading on service development, evaluation and quality assurance governance in specific areas and for preparing and adjusting action plans in line with changing needs and changing geographical boundaries.
- To provide expert advice to support evidence based commissioning, prioritisation of services for the population (and in some circumstances for the individual) in order to maximise opportunities for health.

Policy and strategy development and implementation

- To lead on behalf of Thurrock Council on the communication, dissemination and implementation and delivery of national, regional and local policies, developing inter-agency and interdisciplinary strategic plans and programmes, with delegated authority to deliver key public health targets.

- To act in an expert advisory capacity on public health knowledge, standards and *practice, across the spectrum of public health at Board or equivalent level.*
- To be responsible for the development and implementation of multi-agency long-term public health programmes as required, based on identification of areas of potential health improvement, the diversity of local needs and the reduction of inequalities.
- To ensure proper linkages between the health agenda and strategies related to the wider determinants including for example, community safety, the environment and sustainability.

Leadership and collaborative working for health

- To take the lead role on behalf of Thurrock Council in developing inter-agency and interdisciplinary short and long-term strategic plans for securing health improvement both in the general population and in vulnerable groups at high risk of poor health and reduced life expectancy, in partnership with a range of agencies such as those in the statutory, non-statutory, voluntary and private sectors and by taking lead responsibility with a defined local authority. This requires the ability to work cross-directorate and across other agencies and voluntary organisations.
- To work with primary care professionals and community staff to raise awareness of their public health role.
- To lead on the integration of health, social services and voluntary organisations to promote effective joint working to ensure delivery of the wider government targets.
- To influence external agencies in their public health policy decisions by working with complex professional, managerial and population groups and other organisations in the statutory, non-statutory and private sectors.

7.2 DEFINED COMPETENCY AREAS

Health Improvement

- To be responsible for designated areas of health improvement programmes, public health surveillance, population screening or geographical areas.
- To take a leadership role in specified areas with local communities and vulnerable and hard to reach groups, helping them to take action to tackle longstanding and widening health inequality issues, using community development approaches as appropriate.
- To provide expert knowledge to ensure effective community involvement with regard to all the work of the organisation including commissioning and prioritising high cost services and to ensure that policies and strategies are interpreted, developed and implemented at all levels.

Health Protection

- To take responsibility for safeguarding the health of the population in relation to communicable disease, infection control and environmental health, including delivery of immunisation targets.

- To take part in local arrangements and contributing to the on call rota for the effective control of communicable disease, environmental hazards to health and emergency planning, as detailed in local health protection agreements.
- To communicate effectively and diplomatically with a wide audience including the media and the public to change practice in highly challenging circumstances such as communicable disease outbreaks, chemical incidents, immunisation and screening.

Service Improvement

- To provide expert advice to support evidence based commissioning, prioritisation of health and social care services for the population (and in some circumstances provide highly specialised advice on preferred treatment options or protocols based on the evidence for individual patients) in order to maximise opportunities for health.
- To be responsible for implementation of NICE and National Service Frameworks or equivalent national standards, guidance and frameworks.
- To lead the developments of clinical networks, clinical governance and audit.
- To review evidence and provide highly specialised advice on preferred treatment options or protocols based on the evidence for individual patients.

Public Health Intelligence

- To analyse and evaluate quantitative and qualitative data and research evidence from a range of sources to make recommendations and inform decision making which has long term impacts.
- To compare, analyse and interpret highly complex options for running projects identified as key public health priorities, and communicate this information across organisations and the local community.
- To present, analyse and communicate knowledge in a way that appeals to diverse groups, influences decision-making and supports community engagement.
- To be responsible for the identification and implementation of appropriate health outcome measures, care pathways, protocols and guidelines for service delivery across patient pathways for the local population.
- To work with the information and intelligence are of Public Health England and other organisations to strengthen local, regional and national public health intelligence and information capacity.

Academic Public Health/ Research and Development

- To undertake and commission literature reviews, evaluative research surveys, audits and other research as required to inform equitable service and reduce health inequalities. This may involve taking the lead on R&D public health and related activities.
- To develop links with local universities to ensure the work of the organisation is based on a sound research and evidence base.
- To develop public health capacity through contributing to education and training and development within the Directorate, and within the wider

public facing workforce.

8.0 GENERAL CONDITIONS

Terms and conditions of service

To be added.

On call arrangements

The post holder will be expected to be on call for health protection and public health and to participate in the communicable disease and environmental hazards control and emergency planning arrangements for Essex. Suitable training will be provided for those who need it in discussion with the Essex Health Protection Team.

Indemnity

As the post holder will only be indemnified for duties undertaken on behalf of Thurrock Council the post holder is strongly advised to ensure that he/she has appropriate professional defence organisation cover for duties outside the scope of Thurrock Council and for private activity within Thurrock Council. For on call duties provided to other organisations as part of cross cover out of hours arrangements Thurrock Council has confirmed that those organisations will provide indemnity for the post holder.

Flexibility

The post holder may, with their agreement - which should not reasonably be withheld - be required to undertake other duties which fall within the grading of the post to meet the needs of this new and developing service. The employing organisation is currently working in a climate of great change. It is therefore expected that all staff will develop flexible working practices both within any relevant local public health networks and at other organisational levels as appropriate, to be able to meet the challenges and opportunities of working in public health within the new and existing structures.

Confidentiality

A consultant has an obligation not to disclose any information of a confidential nature concerning patients, employees, contractors or the confidential business of the organisation.

Public Interest Disclosure

Should a consultant have cause for genuine concern about an issue (including one that would normally be subject to the above paragraph) and believes that disclosure would be in the public interest, he or she should have a right to speak out and be afforded statutory protection and should follow local procedures for disclosure of information in the public interest.

Data protection

If required to do so, the post holder will obtain, process and/or use information held on a computer or word processor in a fair and lawful way. The post holder will hold data only for the specified registered purpose and use or disclose data only to authorised persons or organisations as instructed in

accordance with the Data Protection Act.

Health and safety

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) and its amendments and by food hygiene legislation to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients and visitors.

Smoking policy

The employing organisation has a policy that smoking is not allowed in the work place.

Equal opportunities policy

It is the aim of the employing organisation to ensure that no job applicant or employee receives less favourable treatment on grounds of gender, religion, race, colour, sexual orientation, nationality, ethnic or national origins or disability or is placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. To this end, there is an Equal Opportunities Policy in place and it is for each employee to contribute to its success.

Professional registration

It is the responsibility of the post holder to maintain their professional registration and learning. The post holder must be a member of the Faculty of Public Health.

Ability to drive

The post holder will be required to attend meetings across the East of England on a frequent basis. The ability to drive and access to a car or other appropriate form of their own transport are essential requirements of the post.

PERSON SPECIFICATION

JOB TITLE: Director of Public Health

DEPARTMENT: Adults, Health & Commissioning

Information for Applicants: The Person Specification provides an outline of the experience, skills and abilities we expect the successful candidate to possess. You should match your own skills, experience, and abilities to those listed below. Tell us in what way you have carried out the criteria asked for. Disabled people will be offered an interview where they meet the Essential Criteria alone.

Method of Testing

1 = Application Form 2 = Interview 3 = Assessment Tests

Weighting of Criterion

1 = Low Importance 2 = Medium Importance 3 = High Importance

IMPORTANT: This person specification contains changes introduced in amendments made to the NHS (Appointment of Consultants) Regulations for England, Scotland, Northern Ireland and Wales which came into force during 2005.

<u>Key Competencies and Behaviours</u>	How Measured 1 - 3	Weighting of Criterion 1 - 3
1. Skills and Abilities – Essential		
Strategic thinker with proven leadership skills	1&2	3
Excellent oral and written communication skills (including dealing with the media)	1&2	3
Effective interpersonal, motivational and influencing skills	1&2	3
Ability to respond appropriately in unplanned and unforeseen circumstances	1&2	3
Good presentational skills (oral and written)	1&2	3
Sensible negotiator with practical expectation of what can be achieved	1&2	3
Substantially numerate, with highly developed analytical skills using qualitative and quantitative data	1&2	3
Computer literate	1&2	3
Ability to design, develop, interpret and implement policies	1&2	3
Ability to concentrate for long periods (e.g. analyses, media presentations)	1&2	3

<u>Key Competencies and Behaviours</u>	How Measured 1 - 3	Weighting of Criterion 1 - 3
Resource management skills	1&2	3
2. Special Knowledge – Essential		
<ul style="list-style-type: none"> Inclusion in the GMC Specialist Register/GDC Specialist List/UK Public Health Register (UKPHR) for Public Health Specialists 	1 &2	3
<ul style="list-style-type: none"> If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health medicine practice 	1&2	3
<ul style="list-style-type: none"> Public health specialty registrar applicants who are not yet on the GMC Specialist Register/GDC Specialist List in dental public health/UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry at the date of interview; all other applicants must provide verifiable signed documentary evidence that they have applied for inclusion in the GMC/GDC/UKPHR specialist registers <i>[see shortlisting notes below for additional guidance]</i> 	1& 2	3
<ul style="list-style-type: none"> Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body 	1&2	3
2. Special Knowledge – Desirable		
<ul style="list-style-type: none"> MFPH by examination, by exemption or by assessment 	1&2	2
3. Experience – Essential		
<ul style="list-style-type: none"> Project management skills 	1&2	3
<ul style="list-style-type: none"> Staff management and training 	1&2	3
<ul style="list-style-type: none"> Practical experience in facilitating change 	1&2	3
<ul style="list-style-type: none"> Budget management skills 	1&2	3
3. Experience - Desirable		
<ul style="list-style-type: none"> Training and mentoring skills 	1&2	2
<ul style="list-style-type: none"> Scientific publications, presentation of papers at conferences, seminars etc. 	1&2	2
<ul style="list-style-type: none"> Minimum of 3 years experience of public health practice 	1&2	2

<u>Key Competencies and Behaviours</u>	How Measured 1 - 3	Weighting of Criterion 1 - 3
working at a senior level		
4. Personal qualities - Essential		
• Strong commitment to public health principles	1&2	3
• Able to prioritise work, and work well against a background of change and uncertainty	1&2	3
• Adaptable to situations, able to handle people of all capabilities and attitudes	1&2	3
• Commitment to team-working, and respect and consideration for the skills of other	1&2	3
• Self-motivated, pro-active, and innovative	1&2	3
• High standards of professional probity	1&2	3
5. Knowledge – Essential		
• High level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation.	1&2	3
• Understanding of NHS and local government cultures, structures and policies	1&2	3
• Knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public health practice	1&2	3
• Understanding of social and political environment	1&2	3
• Understanding of interfaces between health and social care	1&2	3

Shortlisting notes

The Faculty of Public Health advises that in order to be shortlisted for a consultant post applicants who are not yet on the GMC Specialist Register/GDC Specialist List in dental public health/UK Public Health (Specialist) Register (UKPHR) must provide verifiable signed documentary evidence that an application for inclusion on one of these specialist registers is in progress as follows:

1. Applicants in training grades

Public health Specialty Registrars in a recognised UK public health training scheme must provide evidence to confirm that they are within **SIX** months of award of their certificate of completion of training (CCT) and inclusion in the GMC Specialist Register/GDC Specialist List in dental public health/UKPHR for public health specialists at the date of interview (i.e. the expected date of award of their CCT must fall no more than six months after the date of interview). *Please note that from January 2005 in England, May 2005 in Scotland and November 2005 in Northern Ireland and Wales, this period has been extended from the three months required previously.* The documentary evidence should be:

Either an ARCP 6/RITA Form G (Final Record of Satisfactory Progress) **or** a letter from the postgraduate dean (or Faculty Adviser) specifying the expected date for completion of training (which must be not more than six months after the date of interview).

2. Applicants in non training grades

2.1 Doctors (i.e. medical practitioners)

Doctors outside recognised UK public health training schemes fall into a number of categories:

- those who have trained outside the UK, who may have specialist training and qualifications which they are seeking to have recognised by the General Medical Council (GMC) in order to gain registration with the GMC: these doctors may be shortlisted according to the following 2005 guidance from the Department of Health and Scottish Executive which indicates that *There will be some instances (for example when considering applicants trained outside the UK) where an AAC may choose to interview a candidate prior to [GMC] Specialist Register entry. In these circumstances, it will wish to be satisfied that subsequent Specialist Register entry is likely. Employers should ask the applicant to provide documentary evidence that he/she has submitted an application to the GMC which is eligible for consideration at the time of application (for shortlisting).*
- those who have not completed specialist training in the UK who are seeking entry to the GMC Specialist Register through the Certificate of Eligibility for Specialist Registration route (formerly Article 14 of the European Specialist Medical Qualifications Order (ESMQO)), which allows the GMC to consider not only training but also relevant experience: these doctors may have trained in or outside of the UK. **Again, employers should ask the applicant to provide documentary evidence that he/she has submitted an application to the GMC which is eligible for consideration at the time of application (for shortlisting).**

2.2 Applicants from a background other than medicine

- Other than trainees (see 1 above), applicants from a background other than medicine would normally be expected to have gained full specialist registration with the UKPHR. However, exceptionally, individuals who can demonstrate that they have submitted a portfolio application to the UKPHR may be considered for shortlisting. **Suitable evidence will be a letter from the UKPHR acknowledging receipt of the portfolio application.**
- Other than trainees (see 1 above), applicants from a background in public health dentistry must be included in the GDC Specialist List in dental public health. However, those who can demonstrate that they have submitted an application for inclusion on the GDC specialist list in public health dentistry may be considered for shortlisting. **Employers should ask the applicant to provide documentary evidence that he/she has submitted an application to the GDC which is eligible for consideration at the time of application (for shortlisting).**

Employers are advised that individuals should not take up consultant in public health medicine or consultant in public health posts (including DPH posts) until such point as they have gained entry to the GMC Specialist Register/GDC Specialist List in dental public health/UK Public Health (Specialist) Register. Although applicants will be able to provide documentary evidence that an application is in progress, no guarantee can be made as to the outcome of an application to the GMC/GDC/UKPHR specialist registers.

The above guidance applies to applications for both general and defined specialist registration with the UKPHR. Individuals with defined specialist registration are eligible for consideration for shortlisting for, and appointment to, consultant posts including those at DPH level. In all appointments, employers will wish to ensure that an applicant's areas of competence meet those required in the person specification.

October 2014

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