

Thurrock - An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

Corporate Overview and Scrutiny Committee

The meeting will be held at **7.00 pm** on **5 June 2018**

Committee Room 1, Civic Offices, New Road, Grays, Essex, RM17 6SL

Membership:

Councillors Oliver Gerrish (Chair), Jack Duffin (Vice-Chair), Tim Aker, Colin Churchman, Mike Fletcher and Andrew Jefferies

Substitutes:

Councillors James Baker, Steve Liddiard, Sue MacPherson, Gerard Rice and Elizabeth Rigby

Agenda

Open to Public and Press

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To approve as a correct record the minutes of the Corporate Overview and Scrutiny Committee meeting held on 23 January 2018.	
3 Items of Urgent Business	
To receive additional items that the Chair is of the opinion should be considered as a matter of urgency, in accordance with Section 100B (4) (b) of the Local Government Act 1972.	
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Queries regarding this Agenda or notification of apologies:

Please contact Lucy Tricker, Democratic Services Officer by sending an email to Direct.Democracy@thurrock.gov.uk

Agenda published on: **25 May 2018**

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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.

Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
 - High quality, consistent and accessible public services which are right first time
 - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
 - Communities are empowered to make choices and be safer and stronger together

2. **Place** – a heritage-rich borough which is ambitious for its future
 - Roads, houses and public spaces that connect people and places
 - Clean environments that everyone has reason to take pride in
 - Fewer public buildings with better services

3. **Prosperity** – a borough which enables everyone to achieve their aspirations
 - Attractive opportunities for businesses and investors to enhance the local economy
 - Vocational and academic education, skills and job opportunities for all
 - Commercial, entrepreneurial and connected public services

Minutes of the Meeting of the Corporate Overview and Scrutiny Committee held on 23 January 2018 at 7.00 pm

Present: Councillors Oliver Gerrish (Chair), Jack Duffin, Ben Maney and Tunde Ojetola

Apologies: Councillors Leslie Gamester (Vice-Chair) and Martin Kerin

In attendance: Sean Clark, Director of Finance & IT
Natalie Warren, Community Development and Equalities Manager
Kenna-Victoria Martin, Senior Democratic Services Officer

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

23. Minutes

The Minutes of the Corporate Overview and Scrutiny Committee held on the 21 November 2017 were approved as a correct record.

24. Items of Urgent Business

There were no items of urgent business.

25. Declaration of Interests

There were no interests declared.

26. Single Equality Scheme and Corporate Equality Framework 2018 - 2022

The Community Development and Equalities Manager presented the report explaining the Equality Act 2010 replaced a number of Equality Legislations into one act to cover 9 characteristics or different groups which included, age, disability, gender reassignment, pregnancy & maternity, marriage and civil partnerships, race and religion & belief.

She continued to notify the Committee the Single Equality Scheme (SES) which set out how Local Authorities would challenge discrimination and promote equal opportunity in all aspects of its work over the next four years.

Members heard how the SES presented the Council's four strategic objectives which included:

- improve access to services,
- reduce poverty,

- build cohesion and create welcoming communities, and,
- develop a workforce that is equipped with the skills and confidence to support and enable our changing organisation and communities

The Chair welcomed the report and sought where the council was in relation to the gender pay gap which was currently a national topic of conversation. The Community Development and Equalities Manager informed the Committee a report with data of the gender pay gap included was to be published in April 2018. Once this data was available it could be circulated to Members.

Councillor Ojetola welcomed the report and commented that it covered a wide range of topics and challenges, some of which were out of the council's direct control. It was enquired as to what the council was doing to eradicate poverty. Officers explained the report covered the target to reduce poverty and that there were strategies in place, which outlined how the council planned to do that. The Community Development and Equalities Manager continued to explain that to enable the council to tackle poverty would require the right access to support and employment; she further commented that it was important to note that there was not a solution which would work for everyone.

During discussions it was raised as to what the Council was doing in relation to health inequality in the borough. The Community Development and Equalities Manager advised a great deal of work had been completed around life expectancy within the borough, which was under the Health and Well-being Board.

Members were further notified a lot of the work which was being undertaken was related to the access to health that residents had and the access to support living healthy lives, this included integrated medical centres and supporting residents.

Councillor Maney enquired the Thurrock Fairness Commission was formed and how it was held accountable. It was explained that the Thurrock Fairness Commission was a time limited piece of work which was organised two years ago, however it no longer existed. The Fairness Commission carried out engagement across the different communities to understand people's perceptions of fairness. A report was presented to Cabinet which set out the objectives to be including within the Single Equality Scheme.

RESOLVED:

That Corporate Overview and Scrutiny Committee commented on the draft Single Equality Scheme and Corporate Equality Framework 2018 – 2022.

27. Treasury Management Strategy 2018/19

The Director of Finance & IT addressed Members of the Committee notifying them the report followed the update from Full Council in October 2017. He

further added there had been no change to the Council's ability in borrowing and investing.

The Chair reiterated the point that residents should not take indicators A2 and A3 out of context and agreed that they were not very effective. He welcomed the removal of these indicators moving forward.

Councillor Ojetola queried the Council's credit rating and how that impacted upon borrowing rates. The Committee was advised that, like most Local Authorities, the Council did not have a credit rating. Since most borrowing, bar the HRA, was undertaken through other local authorities it was unnecessary as it would not affect the cost of borrowing.

Councillor Duffin noted that there had been discussions of moving to a 5-year forecast and sought details of progress. At present the majority of the Council's investments were short-term, such as loans over approximately 5 years, however Officers would go into greater detail within the budget report. It was necessary to look for a more mixed approach, as loans by their nature came to an end. The Chair emphasised the importance of diversity of investments, which had cross-party support. It was crucial to ensure the Council grew its investments in such a way that it did not encounter cliff-edges.

RESOLVED:

That the Corporate Overview and Scrutiny Committee comment on the 2018/19 Treasury Management Strategy.

28. Draft Capital Programme

The Director of Finance and IT presented the report recommending additions and the general approach to the new capital programme for 2018/19 and subsequent years.

The Chair sought assurances that individual schemes underwent an appropriate degree of scrutiny. Schemes would be assessed by the Chairs of the three boards, the boards themselves and Portfolio Holders. Future Capital reports would also be presented to Cabinet four times a year. Reports could also be brought to the Committee if Members wished. The Chair felt it would be useful for these reports to be considered by Overview and Scrutiny Committee, to provide an opportunity to input and comment upon the schemes at a detailed level; though not necessarily Corporate Overview and Scrutiny Committee.

Councillor Duffin queried the cost of rebuilding East Tilbury Library, within Appendix 3, and whether the library had been insured against damages or the Council was likely to be liable. Comments around structural surveys were included as there could be a difference in opinion regarding the severity of damage which would determine whether there would be a complete rebuild or a refurbishment. The Council would seek to receive as much as possible

from insurance however it might be necessary to top up the funds. Councillor Duffin continued to ask whether the £1million figure was subject to increase. The figure was the best estimate, should the Council be required to make contribution in addition to insurance funds.

Councillor Ojetola noted agreements had been made regarding East Facing Slips however he found no reference within the report. Members heard that the report was a backwards look at what had already been approved and did not include the new Highways Capital Programme which would be presented to Planning, Transport, Regeneration Overview and Scrutiny Committee however he would investigate further and update the Committee outside of the meeting.

The Chair was also surprised that there was not more detail relating to improving air quality and HGV management within the borough as these issues had been discussed at length in the past. He hoped to see these reflected in plans moving forward. The detail within the report was based upon Council funding however officers would clarify outside of the meeting.

RESOLVED That the Corporate Overview and Scrutiny Committee:

- 1. Considered the approach of general allocations as set out in section 4; and**
- 2. Commented on the specific proposals set out within Appendix 3 of this report.**

29. Medium Term Financial Strategy And Draft Budget Update

The Director of Finance & IT addressed Members of the Committee notifying them of the latest version of the Medium Term Financial Strategy (MTFS), the potential financial impact of increasing council tax to 2.99% and the impact of agreed changes to the calculation of the Minimum Revenue Provision (MRP).

The Chair asked whether the £4million deficit was liable to become much larger. It was difficult to answer since work was still underway to ensure the correct assumptions were made, however it would still be a challenge. Without creating a need to significantly impact upon services delivered by the Council there were two years in which to make a significant change. Cash investments were quick but larger investments, such as property, required more time and therefore targeted work would begin in the next few months.

The Chair continued to question when the Council would reach the point of no grant funding from the Government. There would always be funding from the Government such as reimbursement for Housing benefits, but in terms of the General Core Grant it was estimated to cease in 2021, though it would be intertwined with the Business Rate Retention outcomes.

Councillor Duffin queried whether Corporate Overview and Scrutiny Committee could call upon Cabinet or the Portfolio Holder for Finance to progress work on long-term investments. The Chair supported the notion of

calling for work on moving towards a 5-year view to be realised as soon as possible.

The Chair noted an area of concern for the Committee previously had been the achievability of certain savings, particularly those around reduction of agency staff, absence management and overtime. He sought assurance that the estimated level of savings could be achieved. The Director of Finance and IT was confident it was achievable. The majority of savings had been achieved within this financial year and the overspend related to cost of placements in Children's Services or issues within Environment. Based on a year's evidence he was more confident, and the target had been reduced since the previous meeting of the Committee reflect achievability.

The Chair highlighted that Appendix 2 showed a saving of nearly £1million in each of the three years and asked what fell within those areas. Section 3.2 of the report gave a clearer breakdown. All services would be subject to the review process however the timetable was being reset to prioritise larger items. 'Transport' covered all areas of the Council's transport including schools, social care and subsidised transport, everything within the realm of Highways. The Chair clarified it would be a case of optimising within the spend rather than removing the budgets entirely. Members heard that it was about achieving the best value from services, not taking them away. There was also a need to review business resources and support processes.

The Chair moved to proposals regarding Council Tax and the recommendation that the Council should progress with the maximum possible increase; he queried whether the projected increase would cover the pressures within Adult Social Care. There were only minor pressures shown within the service in the current year; there had been a 3% increase already and the Committee had also recommended a 3% increase in 2018/19 however that was only a recommendation which required approval at Full Council.

There had been no indication from the Administration as to what their recommendation to Council would be regarding the general council tax increase, however the Director of Finance and IT would recommend the 2.99% increase and Cabinet would decide accordingly.

The Chair felt Council Tax was a less progressive form of tax and was interested to see the recommendation Cabinet would make to balance service delivery with protecting residents from financial hardships.

Councillor Ojetola asked what the alternative plan was, should Council opt against the 2.99% increase. The Committee was advised that the 2.99% was not necessary for the next two years, which made the decision harder, it would be an investment for the future. At present there was shown to be a £4million deficit which assumed no further financial pressures, the additional increase would reduce the deficit by one third, and proposals to bridge this gap could only come through increased income or reduced expenditure. Thurrock's Council Tax was currently 3rd lowest of all Unitary Authorities and,

given its proximity to London, this reality was a slightly worse position. As Government support reduced it was necessary to look beyond the next two years. The Chair emphasised the point that the sooner five year information was easily accessible the better, to allow Members to understand the implications of any decision

RESOLVED That the Corporate Overview and Scrutiny Committee:

- 1. Considered the options around the level of council tax increase and:**
- 2. Commented on the draft budget as set out within this report to inform final budget proposals at Cabinet on 7 February 2018.**

30. Corporate Overview and Scrutiny Work Programme 2017/2018

Members discussed the Work Programme for the municipal year.

RESOLVED:

That the following reports be moved to the first meeting of the new municipal year:

- Business Rate Relief**
- Civic Offices Business Plan**

The meeting finished at 8.20 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**

5 June 2018		ITEM: 5
Corporate Overview & Scrutiny Committee		
Business Rates Relief		
Wards and communities affected: All wards	Key Decision: Non-Key	
Report of: Sean Clark, Director of Finance and IT		
Accountable Officer: Andrew Brittain, Strategic Lead for Revenues and Benefits		
Accountable Director: Sean Clark, Director of Finance and IT		
This report is public		

Executive Summary

There have been a number of announcements over recent years about business rates support to local and small and medium sized businesses.

This report provides the committee with details of:

- An overview of the range of support and reliefs currently available in respect of Business Rates; and
- Details of award levels for 2017/18 the financial impact on Thurrock Council.

1. Recommendation(s)

1.1 That the Committee considers and comments on the contents of this report.

2. Introduction

- 2.1 The powers relating to the granting of mandatory and discretionary relief and exemptions are given to the Council under the Local Government Finance Act 1988.
- 2.2 Over recent years the number and types of reliefs available have increased. In particular, since 2011, the discretionary relief provisions have been amended to allow authorities flexibility in providing assistance to businesses and organisations.
- 2.3 In general terms, amounts payable by businesses are calculated by multiplying the Rateable value by the relevant Multiplier less any Mandatory/ Discretionary Reliefs/ Exemptions.

3. Mandatory Reliefs

3.1 Mandatory Reliefs are set by Central Government and fall broadly into the following categories.

3.2 Small Business Rates Relief

Small business rate relief is available for businesses that occupy a single property and where the rateable value of that property is less than £15,000. The amount of relief is awarded as follows:

- Properties with a rateable value of £12,000 or less will not pay any business rates; and
- For properties with a rateable value of £12,001 to £15,000, the rate of relief reduces proportionately from 100% to 0%.

Businesses that expand and occupy a second property will keep existing relief on the main property for 12 months. Following this, some businesses may still qualify for small business rate relief on their main property, if the following applies:

- The other properties do not have a rateable value above £2,899; and
- The total rateable value of all the properties is less than £20,000 (£28,000 in London).

Small Business Rates Multiplier

In addition to small business rate reliefs any premises with a rateable value below £51,000, will have their bill calculated using the lower small business rate multiplier. The small business rate multiplier for the current year is £0.480 compared to the standard rate multiplier of £0.493.

3.3 Rural rate relief

Rural rate relief is potentially available where businesses are situated in a rural area with a population below 3,000.

Business rates will not be payable where the business is in an eligible area and is either the only village shop or post office with a rateable value of up to £8,500 or the only public house or petrol station with a rateable value of up to £12,500.

3.4 Empty Property Relief

Business rates are not payable on empty premises for the first 3 months they are empty. After this time, most businesses will be subject to pay full business rates.

Some properties can get extended empty property relief if they are one of the following:

- Industrial premises (for example warehouses) are exempt for a further 3 months;
- Listed buildings - until they are reoccupied;
- Buildings with a rateable value under £2,900 - until they are reoccupied;
- Properties owned by charities - only if the property's next use will be mostly for charitable purposes; and
- Community amateur sports clubs buildings - only if the next use will be mostly as a sports club.

3.5 Transitional relief

Transitional relief limits how much business rates can change each year as a result of revaluation. As a result, changes to bills are phased in gradually up to a maximum of 5 years.

Businesses will qualify for transitional relief if the property is in England and the net rates payable go up or down by more than a certain % (dependent on the size of the property) as a result of revaluation.

3.6 Charitable and Community Amateur Sports Clubs rate relief

Charities and Community Amateur Sports Clubs can apply for mandatory charitable rate relief of 80% where a property is used for charitable purposes and meets the required criteria.

3.7 Exempted buildings

Certain properties are exempt from business rates if they are:

- Agricultural land and buildings, including fish farms;
- Buildings used for training or the welfare of disabled people; or
- Buildings registered for public religious worship or church halls.

There are strict legal requirements for these exemptions and eligibility is determined by the Valuation Office.

4 Discretionary Reliefs

4.1 The Council is obliged to consider every application on its merits, taking into account the contribution that the organisation makes to the amenities of the council's area or through other guidelines issued by the government. There is no statutory appeals process against any decision made by the council although, as with any decision of a public authority, decisions can be reviewed through a judicial review.

4.2 The type of Discretionary Reliefs fall into the following broad categories.

4.2.1 Charities and Community Amateur Sports Clubs that already receive mandatory relief.

The council has discretion to award up to 20% (on top of the existing 80% mandatory relief).

4.2.2 Not for profit organisations

The legislation allows the council to grant up to 100% discretionary relief where a property is occupied solely by not for profit organisations whose main objects are philanthropic or religious or concerned with education, social welfare, science, literature or fine arts.

4.2.3 Relief Granted under the Localism Act 2011 provisions

These provisions allow councils to grant discretionary relief in any circumstances not covered by any other relief where it sees fit, having regards to the general interests of Council Tax payers in its area.

4.2.4 Local Newspaper Relief

This is a temporary relief for 2017/18 and 2018/19. The government will reimburse local authorities who grant discretionary relief in line with the criteria it has set out.

4.2.5 Local Public House Relief

This is a temporary relief for 2017/18 and 2018/19. The government will reimburse local authorities that grant discretionary relief in line with the criteria it has set out.

4.2.6 Supporting Small Business Rate Relief

This temporary relief was introduced in 2017/18 to support small businesses which lost entitlement to small business rates relief as a result of revaluation. The relief will remain in place for the next 5 years.

The Government will reimburse local authorities who grant this discretionary relief in line with the guidance it has set out.

4.2.7 Discretionary Rate Relief Scheme

This temporary relief was introduced in 2017/18 to support businesses worst affected by the revaluation and will remain in place for the next 4 years. The Government set out broad criteria on which the Councils were required to design local schemes.

The Government will reimburse local authorities who provide discretionary support in line with their scheme up to the following levels:

2017/18 - £368k;

2018/19 - £179k;

2019/20 - £74k; and

2020/21 - £11k.

4.2.8 S44a Part Occupied Premises Relief

A ratepayer is liable for the full non-domestic rate whether a property is wholly occupied or only partly occupied. Where a property is partly occupied for a short term, the local authority has discretion in certain cases to award relief in respect of the unoccupied part.

4.2.9 S49 Hardship Relief

In England local authorities can reduce business rates by awarding hardship relief.

There is criteria that has to be met and it must satisfy that the business would be in real financial difficulties without it and the awarding of any hardship relief is in the interests of local people. The business should be a major employer or a unique and necessary business serving the area and there should be clear evidence that the granting of relief will make a material difference to the viability of the business.

5. Current Take up and effect on the Council's Finances

- 5.1 The granting of reliefs will, in the main, involve a cost to the council. Since the change to the funding for Non-Domestic Rating in April 2013, the effect of the relief is complex.
- 5.2 Any amounts granted prior to 1 April 2013 and continuing since that date will be included within the council's baseline for the Business Rates Retention Scheme. For any amounts granted for similar cases after 1 April 2013, the costs of the relief will be borne in accordance with the Business Rates Retention Scheme share namely 50% born by Central Government and 50% born by the local authority and its preceptors.
- 5.3 Where central government leads an initiative, grants are often available through section 31 of the Local Government Act 2003. This is not automatic and central government will look to the council to adopt the recommended approach when granting in these areas.

- 5.4 Schemes are promoted on the council's website and, in addition, where schemes relate to an identifiable specific group of businesses targeted communications are issued to encourage take up the relief.
- 5.5 Appendix 1 contains details of the number and value of Business Rates Reliefs provided for 2017/18 and the financial impact on the council.

6. Implications

6.1 Financial

Implications verified by: **Sean Clark**
Director of Finance and IT

The financial support to local rate payers and the cost of that support to the council is set out in the appendix.

Unless covered by specific government grants, rate relief costs the council 49% of the value of the award. As and when the business rates retention scheme changes to allow councils to keep a higher proportion than 49%, the proportion of any award will have a corresponding impact on the cost to the council.

Whilst there is a financial implication, discretionary rate relief is also a tool to support local community groups and businesses that, at this time, is a cost shared with central government.

6.2 Legal

Implications verified by: **David Lawson**
Monitoring Officer and Assistant Director, Law and Governance

There are no legal implications arising from this report as it is an information item.

6.3 Diversity and Equality

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

Business Rate Relief not only supports local businesses but is an essential support to a number of community, charitable and sporting bodies throughout the borough.

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

None

7. 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):

Various working papers and relevant legislation are held within the Revenues and Benefits section.

8. Appendices to the report

Appendix 1 - details the amounts awarded for 2017/18 and the financial impact to the council.

Report Author:

Andrew Brittain

Strategic Lead for Revenues and Benefits

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Appendix 1 - Levels of Business Rates reliefs and exemptions provided for 2017/18 within Thurrock

Relief Type	Relief	Funding	Number of Reliefs Granted in Thurrock for 2017/18	Value of Reliefs Granted for 2017/18	Financial Impact on Local authority for 2017/18
Mandatory	Small Business Rates Relief	49% Borne by the Council	1,463	£3,613,179	£1,770,457
Mandatory	Transitional Relief	100% Funded by the Government	1,501	£1,839,856	£0
Mandatory	Rural Relief	49% Borne by the Council	0	£0	£0
Mandatory	Charitable Relief	49% Borne by the Council	193	£4,338,165	£2,125,700
Mandatory	Empty Premises/Exemptions	49% Borne by the Council	582	£5,881,335	£2,881,854
Discretionary	Discretionary relief granted to Mandatory Recipients	49% Borne by the Council	104	£46,976	£23,018
Discretionary	Non Profit Making Organisations including Sports Clubs and Societies	49% Borne by the Council	25	£33,991	£16,656
Discretionary	Discretionary Relief granted to ratepayers generally and not covered by any other section	49% Borne by the Council	0	£0	£0
Discretionary	Discretionary Relief granted to local newspapers meeting the criteria (From 1 st April 2017 for a period of two years)	Section 31 Grant	0	£0	£0
Discretionary	Discretionary Relief granted to public houses meeting the	Section 31 Grant	22	£20,997	£0

	criteria (From 1 st April 2017 for a period of one year)				
Discretionary	Supporting Small Businesses Relief (From 1 st April 2017 for a period of up to 5 years if conditions are met)	Section 31 Grant	16	£12,046	£0
Discretionary	Discretionary Business Rates Relief Scheme (from 1 st April 2017 for a period of up to 4 years)	Section 31 Grant up to a level set by Central Government	253	£320,964	£0
Discretionary	S44a Part Occupied Relief	49% Borne by the Council	1	£2,876	£1,409
Discretionary	S49a Hardship Relief	49% Borne by the Council	0	£0	£0

5 June 2018	ITEM: 6
Corporate Overview and Scrutiny Committee	
End of Year Corporate Performance Report 2017/18	
Wards and communities affected: All	Key Decision: Non-Key
Report of: Karen Wheeler, Director of Strategy, Communications & Customer Services	
Accountable Assistant Director: n/a	
Accountable Director: Karen Wheeler, Director of Strategy, Communications & Customer Services	
This report is public	

Executive Summary

This is the end of year (Month 12) corporate performance monitoring report for 2017/18.

The Corporate Performance Framework 2017/18 details the information the council uses to monitor the progress and performance against the priorities. This was the outcome of a full and thorough review of the key performance indicators (KPIs) in line with recommendations made by Corporate Overview and Scrutiny in 2015/16.

This report provides a final position in relation to the performance of those KPIs, including a focus on some specific highlights and challenges.

For 2018/19, the set of indicators has been reviewed in line with the new vision and priorities agreed by Council on 31 January 2018 and are attached at Appendix 1.

1. Recommendation(s)

- 1.1 **To note and comment upon the performance of the key corporate performance indicators for 2017/18**
- 1.2 **To comment on the indicators for 2018/19 and identify any areas which require additional consideration in the next monitoring cycle**

2. Introduction and Background

- 2.1. The performance of the priority activities of the council is monitored through the Corporate Key Performance Indicator (KPI) framework. This provides a mixture of strategic and operational indicators and is the outcome of a full and thorough review of KPIs and other performance tools in line with recommendations made by Corporate Overview and Scrutiny in 2015/16.
- 2.2. The purpose of the review was to make the performance framework as clear and simple to understand as possible, whilst balancing the need to ensure the council is monitoring those things which are of most importance, both operationally and strategically.
- 2.3. This reflects the demand for council services increasing and being ever more complicated and the need for a holistic approach to monitoring data and intelligence. The increased analysis of internal processes at service level by Directors which has continued in each month throughout 2017/18 and will continue into 2018/19.
- 2.4. For 2018/19, the set of indicators has been reviewed in line with the new vision and priorities agreed by Council on 31 January 2018 and are attached at Appendix 1. They will continue to be reported to both Corporate Overview and Scrutiny Committee and, then on to Cabinet, on a quarterly basis, throughout 2018/19.

3. Issues, Options and Analysis of Options

3.1 This report is a monitoring report, therefore there is no options analysis.

3.2 Summary of Corporate KPI Performance

End of Year Outturn Performance against target		Direction of Travel compared to End of Year Outturn 2016/17	
Achieved	66.7% (32)	↑ BETTER	58.33% (21)
		→ STATIC	11.11% (4)
Failed	33.3% (16)	↓ WORSE	30.56% (11)

3.3 On target performance

Two thirds of corporate KPIs achieved their end of year targets.

Indicator Definition	Portfolio Holder	2016/17 Outturn	Qtr 1	Qtr 2	Qtr 3	Qtr 4	End of Year Outturn 2017/18	End of Year Outturn Target Status	Direction of Travel since 2016/17	2017/ 2018 Target
Number of "exchanges" carried out through time-banking (in hours) (YTD)	Cllr S Little	15,250	9,649	12,908	18,316	23,486	23,486	ACHIEVED	↑	12000
Permanent admissions of older people (aged 65 +) to residential and nursing care homes, per 100,000 popn	Cllr S Little	708	152	308	472	649	649	ACHIEVED	↑	708
Proportion of carers who receive direct payments	Cllr S Little	86.66%	100%	100%	100%	100%	100%	ACHIEVED	↑	68%
Delayed Transfers of Care – Number of delayed days from hospital (attributable to NHS, ASC and Joint)	Cllr S Little	4,255	960	968	766	757	3451	ACHIEVED	↑	3993
Number of private tenants whose homes have been improved as a direct result of Housing intervention	Cllr Gledhill	n/a	170	409	641	843	843	ACHIEVED	↑	530
Overall spend to budget on HRA (£K variance)	Cllr Hebb	-304	0	0	0	0	0	ACHIEVED	↑	0
% of primary schools judged "good" or better	Cllr Halden	91.9%	97%	97%	97%	97	97%	ACHIEVED	↑	94%
Average time (in days) for a child to be adopted (3 yr average)	Cllr S Little	452	446	425	425	369	369	ACHIEVED	↑	500 days
No of affordable housing units delivered directly	Cllr Gledhill	12					26	ACHIEVED	↑	More than 2016/2017
KS2 Attainment – % Achieving the National Standard in Reading, Writing & Maths	Cllr Halden	51%					62%	ACHIEVED	↑	National Average (61%)
KS4 Attainment – Progress 8 score	Cllr Halden	-0.01					0.03	ACHIEVED	↑	Above 0
Children Looked After KS2 Attainment – % Achieving the National Standard in Reading, Writing & Maths	Cllr Halden	33.3%					55%	ACHIEVED	↑	Above national average (32%)
No of people registered for My Account	Cllr Huelin	51,201					67,978	ACHIEVED	↑	56,000
Children Looked After KS4 Attainment – Progress 8 score	Cllr Halden	-0.81					-0.64	ACHIEVED	↑	national average (-1.18)
% of 17-21 yr old Care Leavers in Education, Employment or Training	Cllr Halden	61.1%	74.5%	73.2%	72.2%	72.4%	72.4%	ACHIEVED	↑	70%
Forecast National Non-Domestic Rates (NNDR) collected	Cllr Hebb	99.7	99.3%	99.3%	99.3%	99.8%	99.8%	ACHIEVED	↑	99.30%
Overall spend to budget on General Fund (variance)	Cllr Hebb	0	0	0	0	-5%	-5%	ACHIEVED	↑	0
% of Major planning applics processed in 13 weeks	Cllr Coxshall	97.3%	100%	93%	96%	100%	97%	ACHIEVED	→	77%
% of Minor planning applics processed in 8 weeks	Cllr Coxshall	100%	98%	99%	99%	100%	99%	ACHIEVED	→	90%
Average waiting time (in weeks) of Occupational Therapy assessments	Cllr S Little	n/a	4	2	3	3	3	ACHIEVED	n/a	6
Total gross external income from fees and charges (£K) - not incl. traded income	Cllr Hebb	n/a	n/a	6,526.6	6,507	6,652	6,652	ACHIEVED	n/a	6,490
Number of additional hypertensive patients diagnosed following screening programmes	Cllr Halden	n/a	299	526	730	949	949	ACHIEVED	n/a	400

Indicator Definition	Portfolio Holder	2016/17 Outturn	Qtr 1	Qtr 2	Qtr 3	Qtr 4	End of Year Outturn 2017/18	End of Year Outturn Target Status	Direction of Travel since 2016/17	2017/ 2018 Target
Successful completion of treatment in Young People's Drug & Alcohol service	Cllr Halden	n/a	81%	100%	85%	86%	86%	ACHIEVED	n/a	60%
Proportion of people using social care who receive direct payments / Or Individual Service Funds	Cllr S Little	New	33.24%	35.06%	35.47%	37.14%	37.14%	ACHIEVED	n/a	32%
No of businesses engaged through Council programmes	Cllr Coxshall	Different prog.	95	226	347	862	862	ACHIEVED	n/a	180
Street Cleanliness - a) Litter	Cllr Watkins	New method		8.5%	6.5%	14%	9%	ACHIEVED	n/a	10%
Street Cleanliness - c) Graffiti	Cllr Watkins	New method		3%	3.25%	1.83%	2.18%	ACHIEVED	n/a	5%
Permanent admissions of younger adults (aged 18 to 64) to residential and nursing care homes, per 100,000 popn	Cllr S Little	5.8	0	5	6	7	7	ACHIEVED	↓	10
Total No of homes transformed as part of Transforming Homes Programme (cumulative)	Cllr Gledhill	1115	297	580	796	1,012	1,012	ACHIEVED	↓	1,000
% of repairs completed within target	Cllr Gledhill	98.3%	98.1%	97.9%	98.0%	96%	97.5%	ACHIEVED	↓	97%
% Rent collected	Cllr Gledhill	99%	93%	95.6%	97.8%	98.5%	98.5%	ACHIEVED	↓	98%
% of young people who reoffend after a previous recorded offence	Cllr S Little	28%	10%	30%	30%	Quarter in arrears	N/A	ACHIEVED (YTD)	↓	30%
Achievement of Level 2 qualification at 19 years old	Cllr Halden	86%					Awaiting publication	TBC	n/a	88%
Achievement of Level 3 qualification at 19 years old	Cllr Halden	51%					Awaiting publication	TBC	n/a	54%

3.4 Highlights for 2017/18

Of particular note for 2017/18 are the following indicators which have significantly improved and for which more detail is provided below:

Indicator Definition	2016/17 Outturn	End of Year Outturn 2017/18	End of Year Outturn Status	Direction of Travel since 2016/17	2017/ 2018 Target
% of primary schools judged "good" or better	91.9%	97%	ACHIEVED	↑	94%
All but one primary school which has had an inspection was rated as good or better by Ofsted. This continues the positive direction of travel. Schools and education services will continue, throughout 2018/19, to work closely together to help Thurrock children receive the best possible start to their lives and give them strong foundations for their futures.					
Indicator Definition	2016/17 Outturn	End of Year Outturn 2017/18	End of Year Outturn Status	Direction of Travel since 2016/17	2017/ 2018 Target
No of people registered for My Account	51,201	67,978	ACHIEVED	↑	56,000
Total My Account registrations in 2017/18 have exceeded the target by a large margin. Based on one account per household, this could equate to approximately 98%* of households in Thurrock having an account. (*Although some households may have more than one account). My Account is the cornerstone of the council's channel shift strategy. By giving access to services beyond normal office hours, residents can start the interaction with us at a time that suits them. The site also lets them access services by the device of their choice.					

Indicator Definition	2016/17 Outturn	End of Year Outturn 2017/18	End of Year Outturn Status	Direction of Travel since 2016/17	2017/ 2018 Target
% of 17-21 yr old Care Leavers in Education, Employment or Training	61.1%	72.4	ACHIEVED	↑	70%
<p>This is a significant improvement and testament to the hard work of the service. Well above the statistical neighbour average of 56% and provisional national average of 53%. The council has been supporting care leavers with a range of education and employment opportunities. The youth employment programme is providing a range of practical skills which have enabled young people to access employment/training opportunities.</p> <p>A new programme for care leavers has been initiated to address the common barriers of insufficient functional skills and un-readiness for the employment market with the further aim of supporting care leavers into apprenticeship opportunities by actively working with local employers in the recruitment of care leavers. Other new initiatives such as Head Start Housing are also supporting this group of young adults to become independent and life-ready.</p>					

3.5 Off target indicators

At the end of the year, 16 indicators failed to meet their target.

Indicator Definition	Portfolio Holder	2016/17 Outturn	Qtr 1	Qtr 2	Qtr 3	Qtr 4	End of Year Outturn 2017/18	End of Year Outturn Target Status	Direction of Travel since 2016/17	2017/ 2018 Target																										
Average sickness absence days per FTE	Cllr Huelin	10.43	2.32	4.72	7.12	9.95	9.95	FAILED	↑	9 days																										
<p>Although sickness has reduced since last year, this year's target was not met. In recognition of the need for further, faster improvement to be made in 2018/19, a focused project, building on the positive direction of travel since 2016/17, is being established to deliver the interventions necessary to achieve this. Sickness absence is a key agenda item at People Board each month. This work is further supported by HR Business Partners who provide supplementary targeted analysis, advice and guidance to DMTs, and develop and facilitate targeted action to address the sickness drivers in each directorate. Key sickness drivers across the council are stress/anxiety and musculoskeletal issues and a range of support is on offer to employees and their managers specific to these issues.</p>																																				
Total number of homes enabled through Planning	Cllr Coxshall	603					855	FAILED	↑	950																										
<p>Though presented to have failed this stretched target, the number of homes enabled during the year is still considered to be a good outturn, particularly given the marked increase over recent years.</p> <p>Although the number of homes enabled through planning permissions was below the target, it was 90% achieved. It is anticipated that performance will improve as the Council moves towards the adoption of a new Local Plan and new housing sites are allocated.</p> <p>On the delivery side, more homes were completed in Thurrock in 2017/18 than any year in the last decade, which is a sign of growing confidence in the local housing market. The graph shows the most recent figure in the context of the annual completions since 2006/7.</p>					<table border="1"> <caption>Net Additional Dwellings</caption> <thead> <tr> <th>Year</th> <th>Net Additional Dwellings</th> </tr> </thead> <tbody> <tr><td>2006/07</td><td>413</td></tr> <tr><td>2007/08</td><td>161</td></tr> <tr><td>2008/09</td><td>130</td></tr> <tr><td>2009/10</td><td>88</td></tr> <tr><td>2010/11</td><td>288</td></tr> <tr><td>2011/12</td><td>343</td></tr> <tr><td>2012/13</td><td>311</td></tr> <tr><td>2013/14</td><td>323</td></tr> <tr><td>2014/15</td><td>309</td></tr> <tr><td>2015/16</td><td>634</td></tr> <tr><td>2016/17</td><td>603</td></tr> <tr><td>2017/18</td><td>855</td></tr> </tbody> </table>						Year	Net Additional Dwellings	2006/07	413	2007/08	161	2008/09	130	2009/10	88	2010/11	288	2011/12	343	2012/13	311	2013/14	323	2014/15	309	2015/16	634	2016/17	603	2017/18	855
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2006/07	413																																			
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Average time to re-let / turnaround voids (in days)	Cllr Gledhill	34.7	36	36	33	25	30.6	FAILED	↑	30																										
<p>This target was only marginally missed and has continued to improve over the last few years. In 2017/18 the average overall re-let time for voids was 30.6 days which is only 0.6 days over target and 4.1 days less than the 2016/17 outturn. Performance on this indicator improved notably in the second half of the year from an in year high of 41 days in May to a low of 22 days in both February and March following several changes to the voids process and a greater focus on performance monitoring. This is one of the key indicators for Housing and will continue to be closely monitored throughout 2018/19.</p>																																				
% overall spend to budget on Capital Programme	Cllr Hebb	81%	7.9%	26%	49%	82.4%	82.4%	FAILED	↑	90%																										
<p>Although this did not hit target, this will not have any adverse impact on the projects within the capital programme. The timing of the spend is difficult to profile as dependent on a number of factors.</p>																																				
Number of places accessed for two year olds for early years education	Cllr Halden	659	624		681	659	659 (73.4%)	FAILED	→	75% of DWP total																										
<p>At the end of the year, performance was just below the nationally set target of 75% of families on the DWP list. The target was missed because although there were vacancies, some families would rather wait for a vacancy at their current/preferred provider rather than take up a vacancy elsewhere. The service is promoting further the benefits for families in taking up their entitlement funding.</p>																																				

Indicator Definition	Portfolio Holder	2016/17 Outturn	Qtr 1	Qtr 2	Qtr 3	Qtr 4	End of Year Outturn 2017/18	End of Year Outturn Target Status	Direction of Travel since 2016/17	2017/ 2018 Target
% of refuse bins emptied on correct day	Cllr Watkins	98.3%	98.1%	97.6%	98.1%	98.8%	98.23%	FAILED	→	98.5%
<p>During a year of significant operational changes earlier in the year affecting 80% of residents, the latter months of 2017/18 have seen a strong performance by the service, the final quarter exceeding target, bringing the end of year cumulative figure marginally below the target. Issues resulting in bins being missed have been widely reported during the year, and the team have put in a number of actions to mitigate against this in 2018/19. This includes the service proactively engaging with residents regarding the impact of poor parking practices blocking roads, which has a huge impact on refuse collection rounds, as well as access for emergency vehicles.</p>										
% NEET + Unknown 16-17 year olds (Age at start of academic year)	Cllr Halden	n/a	3.6%	4.0%	1.9%	2.1%	2.1%	FAILED	n/a	2%
<p>This is still strong performance and amongst the best in the country.</p> <p>The end of year outturn missed the target by such a small margin it is statistically insignificant. The NEET (Not in Education, Employment or Training) statistics follow a cyclical trend annually – historically the NEET indicator is lowest in December - February months (reporting period to DfE) increasing gradually till September after which the percentage decreases again. The service is providing a vast range of training opportunities for the NEET young people to support them into learning/employment.</p>										
No of new apprenticeships started (incl current staff undertaking new apprentice standards)	Cllr Huelin	n/a	8	16	27	40	40	FAILED	n/a	53 (2.3% of the workforce)
<p>Despite missing the nationally set target of 2.3% of the workforce – which for Thurrock equated to 53 – this first year of the initiative has been positive with momentum building during the year. Full year performance saw 40 new apprenticeships starting, with 13 new starts achieved in the final quarter. 2018/19 will see the delivery of year 2 of the Council's three year Apprenticeship Strategy and will build on this improving performance, with an increased target for starts during the year. To support achieving the target, work will continue with Children's Services to promote apprenticeships to local young people in care and the support that the Inspire Youth Hub can offer them in applying for and working in these roles.</p>										
% of primary schools signed up to the Daily Mile to increase physical activity levels in children	Cllr Halden	n/a	46%	46%	46%	37%	37%	FAILED	n/a	50%
<p>This indicator was performing well throughout the year until the last quarter when wintry weather impacted schools taking part.</p> <p>Links have been refreshed with the County Sports partnership to explore joint working and continue to promote the uptake of the Daily Mile with schools alongside commissioned providers. It will also be important to continue to explore evaluation of the programme to be clear on the impacts of participation for Children's Health and Wellbeing.</p>										
Number of volunteers within the council	Cllr S Little	n/a	200	232	244	247	247	FAILED	n/a	270
<p>The stretched target for this year was to recruit 270 volunteers however the outturn was 23 under target. The number of volunteers successfully completing the volunteer application process has declined over the course of the year. However the number of volunteers expressing an interest and application to join the programme has not necessarily declined. Improvements are being made to streamline the recruitment and validation process, including delays in DBS checking.</p>										
% General Satisfaction of tenants with neighbourhoods/ services provided by Housing (good or excellent)	Cllr Gledhill	70.97%	71%	70%	70%	72%	70%	FAILED	↓	75%
<p>Overall satisfaction decreased in line with a decrease in satisfaction with grounds maintenance in September and October and this has affected the overall position at year end. This indicator only includes people who rated the service as "good" or "excellent". If those who rated the service as "fair" were added this would increase tenant satisfaction to 90%. Throughout 2018/19 the service will build on the recent engagement activity undertaken by the tenant liaison officers to better understand issues and improve satisfaction rates.</p>										
% timeliness of response to all complaints (all services exc. social care)	Cllr Huelin	90%	79%	77%	81%	88%	83%	FAILED	↓	95%
<p>Timeliness of responses to complaints has improved over the year, however is still not meeting the high standards the council has set itself. The improvement during the year can be attributed to closer monitoring and governance by directors and this level of scrutiny by senior management will continue during 2018/19.</p>										
% of all complaints upheld (based on closed complaints)	Cllr Huelin	38%	37%	39%	40%	41%	40%	FAILED	↓	35%
<p>This outturn is worse than target and previous year's performance. This is being reviewed regularly by Directors and detailed learning action plans are being produced and a separate annual report will be presented to members.</p>										

Indicator Definition	Portfolio Holder	2016/17 Outturn	Qtr 1	Qtr 2	Qtr 3	Qtr 4	End of Year Outturn 2017/18	End of Year Outturn Target Status	Direction of Travel since 2016/17	2017/ 2018 Target
% of potholes repaired within policy and agreed timeframe	PFH Transport	97.7	100	100	100	97.1%	98.6%	FAILED	↓	100%
There has been excellent performance in this indicator during the year. As a result of extreme weather with freezing temperatures and wintry conditions in the last quarter of the year, some repairs could not be undertaken as quickly as the service would normally respond. This is still a good response to a challenging situation which is impacting every council in the country.										
Forecast Council Tax collected	Cllr Hebb	98.9%	98.9%	98.9%	98.9%	98.82%	98.82%	FAILED	↓	98.90%
This 0.08% shortfall can be attributed to March month end falling in the middle of the Easter weekend thus reducing the window of opportunity to collect by 2 days. Benchmarking against other Essex authorities show Thurrock achieving the second highest performance.										
% Household waste reused/ recycled/ composted	Cllr Watkins	37.62%	40.52%	41.2%	39.1%	32%	36.97%	FAILED	↓	41%
The recycling performance is, as has been forecast during the year, below target. Nationally there is a downward trend, however a project team, including environment and communications officers, has been looking at ways of increasing recycling. A targeted programme has been produced with a range of activities identified that will have both short term and long term benefits, however these take time to have the impact required to improve performance. Proactive activity during 2017/18 has included waste and recycling awareness-raising to over 1,250 year 7 pupils as part of the Crucial Crew week and the popular initiative involving school children in the naming of the new waste vehicles.										
The service has committed to reintroducing bin tags/stickers which will notify residents that their bin is contaminated and is exploring the possibility of having recycling messages. The service is also in the process of promoting the bulky waste collection and the household recycling waste centre (HWRC). A permitting scheme at the HWRC has been implemented to address trade waste and plans are developing for the redevelopment of the site, including an element of reuse in partnership with community groups.										

3.6 Other key indicators

Throughout the year the council has also been monitoring some other indicators which, whilst not performance related, are important to keep under review.

Health and Wealth of the Borough Indicator Definition	Portfolio Holder	Previous Outturn	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Latest	Direction of Travel	Latest Target
Average weekly household earnings (Thurrock resident)	Cllr Coxshall	£576.8					£556.10	↓	£575 (Regional average)
Total number of employee jobs in Thurrock (ONS data)	Cllr Coxshall	63,000					Awaiting new ONS publication	→	63,000
Demand Indicator Definition	Portfolio Holder	2016/17 Outturn	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2017/18 End of Year Outturn	Direction of Travel since 2016/17	2017/18 Target
Number of households at risk of homelessness approaching the Council for assistance	Cllr Gledhill	2285	316	669	1023	1395	1395	↓	n/a
No of homeless cases accepted	Cllr Gledhill	287	94	153	206	235	235	↓	n/a
Number of statutory nuisance complaints made	Cllr Watkins	n/a	930	1459 (529)	1961 (502)	2367 (406)	2367	n/a	n/a
Number of environmental (public) health interventions requested	Cllr Watkins	n/a	77	146 (69)	166 (20)	250 (84)	250	n/a	n/a
No of incidents of Fly tipping reported	Cllr Watkins	2896	529	995	1362	1829	1829	↓	n/a
No of incidents of Abandoned vehicles reported	Cllr Watkins	1623	432	776	1064	1369	1369	↓	n/a

4. Reasons for Recommendation

- 4.1 The corporate priorities and associated performance framework are fundamental to articulating what the council is aiming to achieve. It is best practice to report on the performance of the council. It shows effective levels of governance and transparency and showcases strong performance as well as an acknowledgement of where we need to improve.
- 4.2 This report highlights what the council focussed on during 2017/18 and confirms the governance and monitoring mechanisms which were in place to ensure that priorities are delivered.

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

- 5.1 Performance against the corporate priorities was monitored through Performance Board, a cross-council officer group of performance experts representing each service. For 2018/19 the suite of indicators has been reviewed to reflect the new vision and priorities, as agreed at Council on 31 January 2018. Performance Board will continue to consider the corporate KPIs on a monthly basis, highlighting areas of particular focus to Directors Board.
- 5.2 Each quarter a report is presented to Corporate Overview & Scrutiny Committee, and finally reported to Cabinet.

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

- 6.1 The vision and priorities cascade into every bit of the council and further to our partners, through key strategies, service plans, team plans and individual objectives.
- 6.2 This report will help decision makers and other interested parties, form a view of the success of the council's actions in working towards achieving the vision and priority ambitions.

7. Implications

7.1 Financial

Implications verified by: **Laura Last**
Management Accountant

The report provides an update on performance against corporate priorities. There are financial KPIs within the corporate scorecard, the performance of which are included in the report.

The council continues to operate in a challenging financial environment, therefore, where there are issues of underperformance, any recovery planning commissioned by the council may entail future financial implications, and will need to be considered as appropriate.

7.2 Legal

Implications verified by: **David Lawson**
Monitoring Officer & Assistant Director, Law and Governance

There are no direct legal implications arising from this report. However, where there are issues of underperformance, any recovery planning commissioned by the council or associated individual priority projects may have legal implications, and as such will need to be addressed separately as decisions relating to those specific activities are considered.

7.3 Diversity and Equality

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

The Corporate Performance Framework for 2017/18 contains measures that help determine the level of progress with meeting wider diversity and equality ambitions, including youth employment and attainment, independent living, vulnerable adults, volunteering etc. Individual commentary is given throughout the year within the regular monitoring reports regarding progress and actions.

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

The Corporate Performance Framework includes areas which affect a wide variety of issues, including those noted above. Where applicable these are covered in the appendix.

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):

N/A

9. Appendices to the report

Appendix 1: Corporate Performance Framework 2018/19

Report Author:

Sarah Welton, Strategy Manager

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Appendix 1 - Corporate Performance Framework for 2018/19

Directorate	Key Performance Indicator	Frequency	Target for 2018/19	2017/18 Target	2017/18 Outturn
Adults Housing and Health	% General tenant satisfaction with neighbourhoods/services provided by Housing	Monthly	75%	75%	70%
Adults Housing and Health	% of repairs completed within target	Monthly	97%	97%	97.5%
Adults Housing and Health	% Rent collected	Monthly	98%	98%	99%
Adults Housing and Health	Average time to turnaround/re-let voids (in days)	Monthly	28 days	30 days	30.6 days
Adults Housing and Health	Number of Health Hazards Removed as a Direct Result of Private Sector Housing Team Intervention	Monthly	800	<i>new KPI</i>	<i>new KPI</i>
Adults Housing and Health	Tenant Satisfaction With Transforming Homes	Monthly	85%	<i>new KPI</i>	<i>new KPI</i>
Adults Housing and Health	Number of "Family Connection" Homeless Households in Bed & Breakfast For Six Weeks or More	Monthly	0	<i>new KPI</i>	<i>new KPI</i>
Adults Housing and Health	Number of additional hypertensive patients diagnosed following screening programmes	Quarterly	400	400	949
Adults Housing and Health	Successful completion of treatment in Young People's Drug & Alcohol service	Quarterly	70%	60%	86%
Adults Housing and Health	Number of GP practices with a profile card and action plan completed within the preceding 12 months	Quarterly	95%	<i>new KPI</i>	<i>new KPI</i>
Adults Housing and Health	Number of volunteers within the council (YTD)	Quarterly	270	270	247
Adults Housing and Health	Number of "exchanges" carried out through time-banking (in hours)	Quarterly	12,000	12000	23486
Adults Housing and Health	Permanent admissions of younger adults (aged 18 to 64) to residential and nursing care homes, per 100,000 population	Monthly	9 per 100,000	10 per 100,000	7 per 100,000
Adults Housing and Health	Permanent admissions of older people (aged 65 and over) to residential and nursing care homes, per 100,000 population	Monthly	677 per 100,000	708 per 100,000	649 per 100,000
Adults Housing and Health	Proportion of people using social care who receive direct payments and individual service funds	Monthly	36%	32%	37.14%
Adults Housing and Health	Number of delayed transfers of care days from hospital (attrib. to NHS, ASC & Joint)	Monthly	3715 (TBC)	3993	3451
Adults Housing and Health	Proportion of older people (65+) still at home 91 days after discharge from hospital into reablement/ rehabilitation	Quarterly	91.3% (TBC)	<i>new KPI</i>	<i>new KPI</i>
Adults Housing and Health	Overall spend to budget on HRA (£K variance)	Quarterly	£0	0	<i>tbc</i>
Children's	% of primary schools judged "good" or better	Quarterly	94%	94%	97%
Children's	% NEET + Unknown 16-17 year olds (Age at start of academic year)	Quarterly	2%	2%	2.10%
Children's	Number of places accessed for two year olds for early years education in the borough	Quarterly	75% of DWP total	75% of DWP total	65 (73.4%)
Children's	% of young people who reoffend after a previously recorded offence	Quarterly	30%	30	TBC
Children's	KS2 Attainment – % Achieving the National Standard in Reading, Writing & Maths	Annual	National Average	<i>National Average</i>	62%
Children's	KS4 Attainment – Progress 8 score	Annual	Above 0	<i>Above 0</i>	0.03
Children's	Achievement of Level 2 qualification at 19 years old	Annual	88%	88%	TBC
Children's	Achievement of Level 3 qualification at 19 years old	Annual	54%	54%	TBC
Children's	Children Looked After KS2 Attainment – % Achieving the National Standard in Reading, Writing & Maths	Annual	Above national average	<i>Above national average</i>	55%
Children's	Children Looked After KS4 Attainment – Progress 8 score	Annual	National Average	<i>National Average</i>	-0.64
Children's	% of 17-21 yr old Care Leavers in Education, Employment or Training	Quarterly	70%	70%	72.40%
Children's	Average time (in days) for a child to be adopted (3 year average)	Quarterly	500 days	500 days	369 days
Commercial Services	Total gross external income (fees & charges) (based on sales forecast)	Monthly	£6,787.2k	£6,490	£6,652

Appendix 1 - Corporate Performance Framework for 2018/19

Directorate	Key Performance Indicator	Frequency	Target for 2018/19	2017/18 Target	2017/18 Outturn
Environment & Highways	% of potholes repaired within policy and agreed timeframe	Monthly	98%	100%	97.10%
Environment & Highways	% Household waste reused/ recycled/ composted	Monthly	41%	41%	36.97%
Environment & Highways	Street Cleanliness - a) Litter	3 x a year	TBC	10	9
Environment & Highways	Street Cleanliness - c) Graffiti	3 x a year	TBC	5	2.18
Environment & Highways	% of refuse bins emptied on correct day	Monthly	98.5%	98.50%	98.23%
Environment & Highways	% of Abandoned Vehicles removed within 21 days of notification	Monthly	TBC	<i>new KPI</i>	<i>new KPI</i>
Environment & Highways	Payment rate of Fixed Penalty Notices (FPNs)	Monthly	70%	<i>new KPI</i>	<i>new KPI</i>
Finance and IT	Overall spend to budget on General Fund (£K variance)	Quarterly	£0	0	<i>tbc</i>
Finance and IT	Forecast Council Tax collected	Monthly	99.30%	99.30%	99.81%
Finance and IT	Forecast National Non-Domestic Rates (NNDR) collected	Monthly	98.90%	98.90%	98.82%
HROD & Transformation	Average sickness absence days per FTE	Monthly	9 Days	9 days	9.95 days
HROD & Transformation	No of new apprenticeships started (including current members of staff undertaking new apprentice standards) as a percentage of the total workforce	Monthly	2.3% of the workforce	53 (2.3% of the workforce)	40
HROD & Transformation	% timeliness of response to all complaints	Monthly	95%	95%	83%
HROD & Transformation	% of all complaints upheld (based on closed complaints)	Monthly	35%	35%	40%
Place	% of Major planning applications processed in 13 weeks	Monthly	90%	77%	97%
Place	% of Minor planning applications processed in 8 weeks	Monthly	90%	90%	99%
Place	No of Thurrock businesses benefitting from ERDF programmes	Quarterly	45	<i>new KPI</i>	<i>new KPI</i>
Place	No of HRA-funded homes (units) that have stated to be built since 1 April 2018	Quarterly	117	<i>new KPI</i>	<i>new KPI</i>
Place	Total number of homes permitted through Planning	Annual	950	<i>new KPI</i>	<i>new KPI</i>
Strategy, Comms & Cust Serv	% of media enquiries responded to within 24 hours	Monthly	TBC	<i>new KPI</i>	<i>new KPI</i>
Directorate	Demand and Health and Wealth of the Borough Indicators	Frequency	Baseline for 2018/19	2017/18 Baseline	2017/18 Outturn
Place	Average weekly household earnings (Thurrock resident) (data from ONS/NOMIS)	Annual	(Regional average)	(Regional average)	£556.10
Place	Total number of employee jobs in Thurrock (data from ONS/NOMIS)	Annual	63,000	TBC	TBC
Place	Value of business rate base	Monthly	TBC	<i>new KPI</i>	<i>new KPI</i>
Place	Job Seekers Allowance count (NOMIS)	Quarterly	No target - demand	<i>new KPI</i>	<i>new KPI</i>
Place	Number of statutory nuisance complaints made	Monthly	Demand indicator	<i>Demand indicator</i>	2367
Place	Number of environmental (public) health interventions requested	Monthly	Demand indicator	<i>Demand indicator</i>	250
Adults Housing and Health	Number of households at risk of homelessness approaching the Council for assistance	Monthly	Demand indicator	<i>new KPI</i>	<i>new KPI</i>
Adults Housing and Health	No of homeless cases accepted	Monthly	Demand indicator	<i>new KPI</i>	<i>new KPI</i>
Environment & Highways	No of incidents of Fly tipping reported	Monthly	Demand linked to other KPI	<i>Demand indicator</i>	1829
Environment & Highways	No of incidents of Abandoned vehicles reported	Monthly	Demand linked to other KPI	<i>Demand indicator</i>	1369
Strategy, Comms & Cust Serv	No of media enquiries received	Monthly	Demand linked to other KPI	<i>new KPI</i>	<i>new KPI</i>

5 June 2018	ITEM: 7
Corporate Overview and Scrutiny Committee	
Delivering our Free School Programme – Land Disposal	
Wards and communities affected: All	Key Decision: Key
Report of: Steve Cox, Corporate Director of Place and Rory Patterson, Corporate Director of Children’s Services	
Accountable Assistant Director: Michele Lucas, Interim Assistant Director Learning and Skills and Detlev Munster, Assistant Director, Property	
Accountable Director: Steve Cox, Corporate Director of Place and Rory Patterson, Corporate Director of Children’s Services	
This report is Public	

Executive Summary

Thurrock is becoming a place of choice to live, and demand for school places continues to increase. The Council has a statutory duty to ensure there are enough school places to meet demand and therefore needs to be proactive in ensuring we have high quality school accommodation that provides choice for parents and supports the educational outcomes for our children.

A Council priority is to increase choice of pupil school places by supporting the development of new schools within the borough. This is done by way of supporting Multi-Academy Trusts (MATs) in their bids to the Education Skills and Funding Agency (ESFA). The Council cannot build new schools itself.

This report seeks to gain the approval for the disposal of two Council owned properties to the ESFA in order to deliver the current free schools programme, and ensure there are enough places to meet growing demand.

The sites identified for new school development, detailed in this report are currently unused, but one of the sites is identified for alternative uses.

1. Recommendations:

That Corporate Overview and Scrutiny Committee note and comment on the Delivering our Free School Programme – Land Disposal report and the following recommendations for Cabinet:

- 1.1 Notes the Free Schools Programme progress to date and the partnership working with the ESFA;**

- 1.2 Approves the disposal of the Treetops site and the Orsett Heath site to the Department for Education (acting through the ESFA) for the purposes of building and establishing new Free Schools on each of the sites;**
- 1.3 Authorises the Corporate Director of Place, in consultation with the Cabinet Member for Education and Health and the Cabinet Member for Regeneration to dispose of (i) the Treetops site and (ii) the Orsett Heath site, if required, at negotiated value or rent, taking into account, as outlined in section 8 of the Report, the need to provide new school places, subject to obtaining the consent of the Secretary of State for Housing, Communities and Local Government if required in either case.**
- 1.4 Delegates authority to the Corporate Director of Place in consultation with the Corporate Director of Children’s Services and Assistant Director of Law and Governance, in consultation with Cabinet Member for Education and Health and the Cabinet Member for Regeneration to agree heads of terms for the disposal of the identified sites to the DfE/ESFA and to take all necessary steps to complete the transactions.**
- 1.5 Request Officers urgently bring forward papers to address the Thames Park Free School and the Reach 2 free school for July Cabinet.**

2. Introduction and Background

- 2.1 Thurrock Council has a statutory responsibility to ensure that suitable and sufficient school places are available in Thurrock for every child of school age whose parents wish them to have one. However, local authorities are limited by statute and cannot build new schools.
- 2.2 Thurrock Council received notification of the success of several Free School applications, “Wave 12”, which was confirmed by letter to the Corporate Director of Children’s Services on 12th April 2017.
- 2.3 The successful Free Schools include:
 - 2.3.1 Orsett Heath Academy - mainstream, 8FE, 1,200 place secondary with a sports specialism. The new school would be part of the South West Essex Community Education Trust.
 - 2.3.2 Thames Park - 6FE, 900 place secondary. The new school would be part of the Osborne Trust. A site is yet to be identified for this school and will be the subject of a separate Cabinet Report.
 - 2.3.3 Reach 2 - 2FE, 420 place secondary. The new school would be part of the Reach 2 Academy Trust. The Council is working with ESFA to identify a suitable site for this school, as the proposed site for Brandon Groves is both logistically and strategically problematic and will be the subject of a separate Cabinet Report.

- 2.3.4 Treetops Special Free School; special, all-through school with 140 places for pupils between the ages of 4-16 catering for Moderate Learning Difficulties and Autistic Spectrum Condition.
- 2.4 In October 2017, a Free Schools project board was formed to include colleagues from Education, Property, Planning and Legal which meets regularly to work together to progress the programme.
- 2.5 The Council is working closely with the ESFA to support the delivery of the new schools within the borough.
- 2.6 The Council is keen to ensure additional pupil places are created in a timely manner so as to meet increasing demand for pupil places. The pressure for pupil places is particularly acute where there is pupil transition from primary to secondary over the coming years.
- 2.7 It is important to note that the delivery of the new schools will not adversely impact on the current schools capital programme as the new schools are required in addition in order to meet future demand.
- 2.8 The Council's priority is to build more capacity, and move to a position where there is more choice for parents and whereby more parents are obtaining their first preference schools.
- 2.9 This year, parental 1st and 2nd preferences for their child's secondary school places increased due to putting in temporary classes in current secondary schools for September 2018. 76.7% of parents were offered their first preference, up from 73.4% in 2017, while second preference offers increased from 10% to 12%. The Council's aim is to further increase these percentages by increasing spaces in 'good' and 'outstanding' schools. Having sufficient places is a crucial part of this.
- 2.10 94% of all primary and secondary schools are judged by Ofsted to be 'good' or 'outstanding', and demand for places remains high.
- 2.11 The current Pupil Place Plan 2017-21 outlines the local need, as well as the ways in which the Council feels each of the bids complements, and does not compete with each other. The plan shows what impact on the demand for school places over the next four years will be and vitally how the Council needs a strategic vision of how the Free School bids will complement the wider need, and not just an ad hoc support of individual bids to alleviate a crisis in under provision.
- 2.12 The new Pupil Place Plan 2018-22 will replace the current Pupil Place Plan dated 2017-21 when it is released in June/July 2018. This new plan will set out the strategic vision, including a forward look at potential and preferred locations. Indicative forecasts based on the autumn school census data show there is a significant demand for pupil places from September 2019 onwards.

- 2.13 The table below sets out the indicative number of pupil places required in year 7 over the next five years based on the latest autumn school census data. The table also includes the whole school (across all year groups) indicative school places required, which includes housing developments and 3% in-year admissions applications.

	2019/20	2020/21	2021/22	2022/23
Year 7 places required	114 - equivalent to 4 FE	146 – equivalent to 5 forms of entry	107 – equivalent to 4FE	227 – equivalent to 8 FE
Whole school places required	329	996	1532	2121

- 2.14 The Council is keen to build more new ‘good’ schools in deprived areas and ensure new schools are located geographically where they are required.
- 2.15 The new Pupil Place Plan 2018-22 indicates that the schools planning area under the most pressure is in the ‘central area’ of the borough, therefore by building the new schools in Grays this will help resolve this forthcoming pressure.
- 2.16 The Council is fully aware of the rising numbers of pupils that are receiving school transport where there is no capacity in the nearest schools to their home address. Many parents are required to travel or seek support from the Council with transport. The Council is committed to increasing capacity across the borough and is currently undertaking a review of school transport in the bid to reduce the financial burden this is placing on the Dedicated Schools Grant (DSG).
- 2.17 The Strategic Housing Market Assessment indicates a need to provide 32,000 new homes in the borough over the next 20 years. Analysis for the local plan also indicates that 24,500 new jobs will be created. The Council’s ambition is for these jobs to go to Thurrock families and ensure that children leave school with the right level of qualifications to place them at the top of the list for jobs.
- 2.18 In addition to new free schools, the Council has also embarked on a number of school expansions to support the growing demand for school places.
- 2.18.1 St Clere’s School is in the process of expanding by 1 FE. This will provide an additional 30 year 7 spaces and a total additional whole school capacity of 150 places. The programme of works is being phased to enable the classrooms to be ready for the Year 7 intake in September 2018.

2.18.2 The Ockendon Academy has expanded by 1FE and works are due to complete this month. This will provide an additional 30 year 7 spaces and a total additional whole school capacity of 150 places.

2.18.3 East Tilbury Academy is currently in the process of expanding by 1FE. This will provide an additional 30 Reception spaces and a total additional whole school capacity of 210 places. The programme of works is being phased to ensure delivery of the classrooms for September 2018.

2.18.4 Corringham Primary is expanding by 1FE. This will provide an additional 30 Reception spaces and a total additional whole school capacity of 210 places. The project is currently at detailed design stage with the programme due to complete August 2019.

3. Proposed Development Sites

The ESFA has proposed to locate two of the Free Schools on Council owned land, which are detailed in the tables below and illustrated on the map in Appendix 1.

3.1 Orsett Heath Academy (Secondary)

Plot (Title)	Description
EX214429 And EX242165	Land lying to the North West of Stanford Road, Grays. The land is in the Council's freehold ownership and is currently open space with playing fields on part. These playing fields are currently used by the Thurrock Rugby Club and this arrangement will need to be reviewed. Sports England will need to be consulted regarding the discontinued use of these playing fields.

3.2 Treetops Special School

Plot (Title)	Description
EX746111	Former site of Torrells County Secondary School For Girls, Buxton Road, Grays (RM16 2XW), which closed in 2003 and was subsequently demolished in 2009. The Treetops Special School was built on part of the former Torrells School site and subsequently converted to an Academy on 1 April 2017

4. Issues, Options and Analysis of Options

4.1 The table below provides details of the current pupil capacity as well as information on the size, in acres of each secondary school site within the borough.

Secondary schools in Thurrock – approximate size in acres			
Name of school	Form of Entry	Published Admissions Number	Size of whole site
Gable Hall School	9	272	19.25 + 8.20
Gateway Academy	7	210	43.86
Grays Convent for Girls RC	4	124	3.41+3.46 Shared Playing Field with St Thomas
Harris Academy Riverside	4	120	6.7
Harris Academy C100	6	180	6.7
Hassenbrook	5	150	19.15
Hathaway Academy	6	180	14.48
Ockendon Academy	8	240	22.21
Ormiston Park	6	180	17.16 + 3.97
St Cleres School	7	231	29.38
William Edwards	9	250	25.14

4.2 If the Council does not support the disposal of the sites required by the ESFA the Free Schools cannot be delivered. The local authority will then have to consider expanding current schools where feasible to do so in order to fulfil its statutory responsibility to ensure that there are sufficient places available in Thurrock for every child of school age. The consequence of failing to dispose of land, to enable the new schools to be built, will be the financial cost of expanding current secondary schools (where possible). This burden would fall on the Council and prudential borrowing may be required.

4.3 However, it is important to bear in mind that the ESFA also has the potential to acquire land from the market. It is not predicated that these schools must be placed on Council land. However, it would appear to be more cost effective and speedier for the ESFA to locate schools on publicly available land where possible.

- 4.4 In relation to Lower Thames Crossing, there is uncertainty at this stage of the overall impact on the Orsett Heath site. Further consideration will need to be undertaken whilst the proposal for the new crossing is being further developed. Initial discussions with Highways England (HE) suggest a willingness to amend the Lower Thames Crossing red line boundary to accommodate the school. This would be a matter for the ESFA and HE to progress.

5. Reasons for Recommendation

- 5.1. Approval to dispose of the required sites is requested to enable the free schools programme to be delivered, so that there are enough school places available to meet demand. The Council is working closely with the ESFA to enable delivery of the current programme. This will place Thurrock in a strong position when the next round of free school bids is announced.
- 5.2. Given the draft nature of the HoTs, it is recommended that delegated authority is given to the Corporate Director of Place in consultation with the Corporate Director of Children's Services and the Assistant Director of Legal Services to finalise the HoTs and enter into the necessary agreements to dispose the sites to the ESFA.

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

- 6.1 Public consultation is to take place for the disposal of open spaces in accordance with the recommendations in this report.

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

- 7.1 Approval of this disposal will enable the Council to continue to meet its statutory duty to provide sufficient pupil places under the Education Act 2006.

8. Property Implications

The two sites are owned by the Council within the General Fund as open space, albeit they could be considered for alternative uses.

Section 123 of the Local Government Act 1972 requires the Council to dispose of land for best consideration. In most instances it would be appropriate for the Council to dispose of land at market value, but given the need to provide new school places, the Council could decide to dispose of these sites at less than best consideration. Secretary of State consent will be required if disposal of any of the sites shall be for a price that is more than £2m less than the price achievable as best consideration.

In this regard the Council needs to be mindful of the cost of forgoing the opportunity of other uses. The sites have been independently valued by a registered valuer.

The draft HoTs for the two sites can be summarised as follows:

- 125 year leases for each site;
- ESFA to seek all statutory consents and to apply for planning permissions;
- ESFA to build a new school and ancillary facilities and ensure these properties are fully insured and maintained with no liability to the Council;
- The ESFA will be the client under the CDM Regulations;
- The ESFA accepts the land in its current condition, will be responsible for land remediation and accepts all future environmental liabilities;
- ESFA to provide the Council with all as built plans, operating manuals and to maintain property throughout the term;
- At the end of term, or when properties are yielded up, they are to be returned to the Council in a good condition and with full vacant potential;
- Where appropriate, the playing fields and parking facilities are to be kept open for public use after school hours and are to be insured and maintained by the ESFA for such purposes;
- Assignment or subletting only with the landlord's consent;
- Properties may only be used for education purposes;
- Land for the Orsett Heath School to be disposed at negotiated value
- Land for the Treetops School to be on a peppercorn basis.

The sites will require planning permission and further due diligence work will need to be undertaken by the ESFA.

9. Implications:

9.1 Financial

Implications verified by: **Carl Tomlinson**
Finance Manager

The free schools programme enables investment in the borough by the ESFA to provide additional capacity to meet growing demand. This would otherwise need to be met by expanding current school capacity at additional cost to the council. The additional accommodation required to meet the statutory requirement to provide places for the increasing pupil numbers would have to be funded from a combination of the DfE capital basic needs grant, underspends from the current capital programme and Section 106 monies held for Education provision. In-depth feasibility studies would have to be undertaken and funding requirements quantified and confirmed. This would include any additional funds applied for and successfully obtained from the Education Funding Agency, under the Targeted Basic Need Programme, which supports specific place needs in Local Authorities with exceptional growth. Site valuations and opportunity costs need to be considered against the alternative cost of provision.

9.2 Legal

Implications verified by: **Benita Edwards**

Interim Deputy Head of Law (Regeneration)

The Council has a duty under the Education Act 1996 to ensure the provision of “sufficient schools” for the provision of primary and secondary education in their area. Disposal of the sites to the DfE will help the Council meet its statutory duty.

The Council has the power to dispose of its land by either selling the freehold or granting a lease. When doing so, the Council is generally required to obtain the best consideration in accordance with section 123 of the Local Government Act 1972, which will normally (but not necessarily) entail the marketing of the land on the open market. In determining what price would amount to best consideration, it is recommended that advice be obtained from suitably qualified valuers. In the event that the Council decides to dispose of land for an undervalue in excess of £2m, then the Council is required to obtain consent for the disposal from the Secretary of State.

It should be noted that in the event the Council wishes to impose development obligations on the proposed owner of the land, then (depending on how the proposal is structured) that will normally trigger the EU procurement regime, which would necessitate that the proposal be put out to tender. Accordingly, as it is not proposed to go out to tender in this case, the Council will not be able to impose development obligations as part of the proposed transactions.

In addition, it is incumbent upon the Council to comply with its standing orders under the Constitution, in particular the Finance Procedure Rules and the Contract Procedure Rules (the latter of which apply where the procurement rules are triggered). Failure to comply with section 123 of the 1972 Act as well as the procurement regime could lead to challenges on those grounds and might also lead to claims that the Council has granted unlawful State Aid to a third party.

If some or all the land to be disposed of comprises or includes open space land, then prior to any final decision for disposal of the land, the Council is required to consult on the proposed disposal of the open space pursuant to section 123(2A) of the Local Government Act 1972. As provided by section 270 of the 1972 Act and section 336(1) of the Town and Country Planning Act 1990, any land that has been laid out as a public garden, or used for the purposes of public recreation, or land which is a disused burial ground comes within the definition of ‘open space’ land.

9.3 Diversity and Equality

Implications verified by: **Natalie Warren**
Community Development Officer

There are currently no direct diversity and equality implications. However, the new schools will continue to commit to improving learning environments for young people, supporting improvements in standards and raising aspirations

to give all children the best possible life chances. The provision of these projects will help to tackle inequality and social exclusion.

Equality legislation places a duty on public bodies to prevent discrimination in all aspects of service provision, including procurement. It provides a clear and positive legal duty to eliminate discrimination and ensure equality of opportunity.

10 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):

10.1 Pupil Place Planning Document 2017-2021.

10.2 James Goudie, Essex Chambers: Counsels opinion – exempt.

10.3 Kemsley (2018): Valuation Advice for Free School Sites – exempt
The above background document item numbers 12.2 and 12.3 while not part of this report are confidential and exempt from publication because they fall within category 3 of rule 10.6 and category 5 of rule 10.6 of the Constitution (Chapter 8 – access to information procedure rules).

11 Appendices to the report

11.1 Appendix 1 - Site plans

Report Author:



Sarah Williams

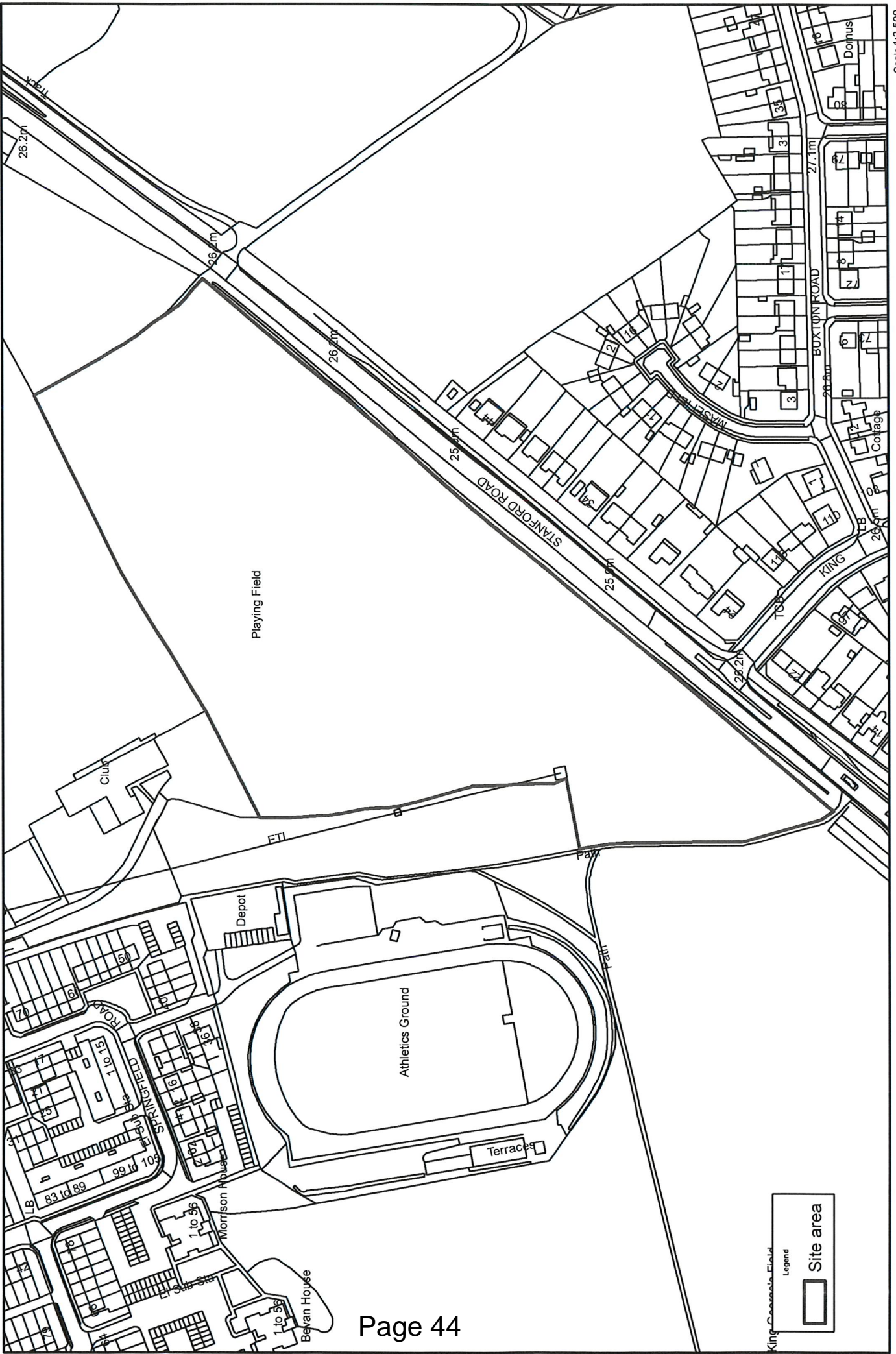
Education Specialist Service Manager, Children's Services



EX746111

Legend

-  Site Outline
-  Access for grass cutting



Work Programme

Committee: Corporate Overview and Scrutiny Committee

Year: 2018/2019

Dates of Meetings: 5 June 2018, 4 September 2018, 20 November 2018, 31 January 2019 and 5 March 2019

Topic	Lead Officer	Requested by Officer/Member
5 June 2018		
Business Rates Relief	Sean Clark/ Andrew Brittain	Officer
End of Year Corporate Performance Report 2017/18	Sarah Welton	Officer
Delivering Our Free School Programme – Land Disposal	Rory Patterson	Officer
Work Programme	Democratic Services Officer	Standard Item
4 September 2018		
Quarter 1 Corporate Performance Report 2018/19	Sarah Welton	Officer
Communications Team Update	Karen Wheeler	Member (requested by Cllr Jack Duffin)
Work Programme	Democratic Services Officer	Standard Item
20 November 2018		
Mid-Year / Quarter 2 Corporate Performance	Sarah Welton	Officer

Work Programme

Topic	Lead Officer	Requested by Officer/Member
Report 2018/19		
Fees and Charges Report	Andrew Austin	Officer
Work Programme	Democratic Services Officer	Standard Item
31 January 2019		
Work Programme	Democratic Services Officer	Standard Item
5 March 2019		
Quarter 3 Corporate Performance Report 2018/19	Sarah Welton	Officer
Work Programme	Democratic Services Officer	Standard Item