

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

# Planning, Transport, Regeneration Overview and Scrutiny Committee

The meeting will be held at **7.30 pm** on **6 November 2018**

**Committee Room 2 & 3, Civic Offices, New Road, Grays, Essex, RM17 6SL**

## Membership:

Councillors Martin Kerin (Chair), Peter Smith (Vice-Chair), Alex Anderson, James Baker, Terry Piccolo and Jane Potheary

## Substitutes:

Councillors Qaisar Abbas, Mike Fletcher, Graham Hamilton, Andrew Jefferies and Sue MacPherson

## Agenda

Open to Public and Press

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<b>1. Apologies for Absence</b>	
<b>2. Minutes</b>	<b>5 - 16</b>
To approve as a correct record the minutes of the Planning, Transport, Regeneration Overview and Scrutiny Committee meeting held on 11 September 2018.	
To approve as a correct record the minutes of the Extraordinary Planning, Transport, Regeneration Overview and Scrutiny Committee meeting held on 17 October 2018.	
<b>3. Items of Urgent Business</b>	
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.	
<b>4. Declaration of Interests</b>	

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| <b>5.</b> | <b>Briefing: Purfleet Centre Update</b>          | <b>17 - 24</b> |
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Agenda published on: **29 October 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 Planning, Transport, Regeneration Overview and Scrutiny Committee held on 11 September 2018 at 7.00 pm

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**Present:** Councillors Martin Kerin (Chair), Alex Anderson, Terry Piccolo and Jane Potheary

**In attendance:** Steve Cox, Corporate Director Place  
Andrew Millard, Assistant Director - Planning, Transport and Public Protection  
Julie Nelder, Principal Traffic Engineer  
Rebecca Ellsmore, Regeneration Programme Manager  
Joel Mitchel, C2C Delivery Manager  
Simon Ancona, Network Rail Chief of Operations, Anglian Route  
Kallum Davies, Democratic Services Officer

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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.

#### **4. Minutes**

The Minutes of the 15 August 2018 meeting were approved as a true and correct record.

#### **5. Items of Urgent Business**

There were no items of urgent business.

#### **6. Declaration of Interests**

There were no declarations of interest.

#### **7. C2C Rail Presentation**

The Chair invited the first item of business for the meeting. Andrew Millard, Assistant Director for Planning, Transport and Public Protection began by reminding the Committee of the reasons C2C had been asked to attend. Notably the serious delays that had been experienced locally, the question asked at Full Council and Councillor Potheary's request at the previous meeting. He then asked the representatives to speak.

Joel Mitchell, C2C Delivery Director and Simon Ancona, Network Rail Chief of Operations introduced a PowerPoint Presentation detailing the services managed by C2C, the challenges they had been facing and the steps which had been taken to address them. Key points from the presentation identified that C2C had recently been purchased by Traintalia and experienced a shortage of train drivers. Once concluded, the representatives invited their colleague, Stephen Webster of the British Transport Police to brief the

committee on issues of trespass on railway lines which had caused disruptions.

Stephen Webster explained that he led a team of officers on the Anglian Route and that this route had been the only one in the country which had a dedicated Transport Police Team, funded by C2C. Mr Webster highlighted key issues for the area including trespass and vandalism, which had contributed to poor performance on the route. Mr Webster then went on to explain the approaches which had been undertaken to address these problems both reactively and proactively.

The Chair invited questions from Members of the Committee. Councillor Potheary thanked the representatives for their informative presentation and expressed the frustration that she and her constituents had experienced due to a lack of communication from C2C when service disruptions had taken place. The Councillor suggested a system be considered whereby notice of service disruptions on the C2C line could be made available at Tower Hill Underground Station to prevent commuters needing to walk to Fenchurch Street only to be turned away. Similarly; notifications on the Jubilee Line for disruptions affecting West Ham and vice-versa.

Joel Mitchell stated that he agreed that communication was a key priority for improvement and was interested in the suggestions put forward.

Councillor Potheary then asked if trespass had been a significant issue on this route. Mr Webster explained that it was, but a significant proportion of this had been down to individuals with mental health problems and attempted suicides. He further stated that this route had a lot of Level Crossings and covered a vast area which had made it very difficult to secure.

The Chair thanked Joel Mitchell, Simon Ancona and Stephen Webster for their presentation and invited them to leave the Committee Room if they wished to do so.

## **8. Integrated Medical Centres**

Councillor Potheary asked why Purfleet had been chosen as the Integrated Medical Centre (IMC) site to serve Aveley and Ockendon, as she had felt this was less accessible to residents of those areas. The Councillor further asked why the location in Grays had been chosen as it was the least accessible part of Grays.

Steve Cox, Corporate Director for Place stated that Purfleet IMC formed part of the Purfleet regeneration scheme which was why it had been that location. The Director clarified that the Grays location had been chosen as the site already existed, and was the location of the existing medical centre.

Councillor Piccolo stated that Orsett Hospital did not have good transport links and was further for most people to travel to than the proposed sites. He also



felt that waiting times may be reduced by the services being less centralised and that pressures on A&E might also be eased.

Councillor Potheary stated that a key point raised in the consultation was that the majority of residents drove or got driven to Orsett Hospital, especially if they had been undergoing a procedure which would make the use of public transport difficult. The Councillor pointed out that the proposed sites were not driver friendly. Lastly Councillor Potheary stated that the IMC's did not provide "more", rather they were a new way of rationing out the existing provisions.

Councillor Piccolo stated that the IMC's would be more than medical and would include other services such as libraries and self-help groups. The Councillor felt that the IMC's offered a more holistic approach to care and prevention, especially by tackling isolation in the community.

The Director stated that consideration would be given to the concerns around parking and vehicle access. Councillor Potheary asked if the Committee could see a copy of the Memorandum of Understanding, to which the Director agreed.

The Chair asked if consideration had been given to preserving the frontage of Tilbury Square, as this area had been the locus of the community. The Director stated that the IMC was being designed with the preservation of the integrity of the local frontage in mind.

## **RESOLVED**

**The Planning, Transport and Regeneration Committee commented on the current development with the delivery of the 4 Integrated Medical Centres across Thurrock.**

### **9. Bus Shelter Procurement Report**

Julie Nelder, Assistant Director for Highways, Fleet and Logistics introduced the report stating that the Council had two options before it to address the expiring Bus Shelter Contract. Thurrock could either buy the existing Bus Shelters from the current supplier, or buy new units of the Councils choosing. The Assistant Director explained that purchasing the existing units would cost £440,000 however the shelters were no longer in good condition and would require renewal. The preferred option therefore was to procure new units to a specification of the Councils choosing. The proposed specifications included digital advertising, live timetable and solar panels, with the ultimate goal that each unit would be self-sustaining both in terms of solar power, and cost, via advertising revenue.

Councillor Anderson asked if the new shelters would include Wi-Fi. The Assistant Director stated that this had not been specifically considered but was a good idea.

## **RESOLVED**

**The Planning, Transport and Regeneration Overview and Scrutiny Committee notes the procurement of a new bus shelter contract.**

**The Planning, Transport and Regeneration Overview and Scrutiny Committee notes delegated authority to award a contract will be sought from cabinet.**

### **10. Bus Route Procurement Report**

Julie Nelder, Assistant Director for Highways, Fleet and Logistics introduced the report stating that the Council had a duty to consider any route not served by commercial bus service providers. The Assistant Director explained that the term of the proposed contract had been increased, with an option to extend added in an attempt to generate more interest from providers.

Councillor Piccolo asked what the Council's fall back option was if the provider could not manage the new service. The Assistant Director stated that the contract would include clauses to allow the Council to withdraw from the contract if this became the case.

Councillor Potheary stated subsidised bus routes had been an issue previously and asked what the usage statistics for the proposed routes were. The Councillor further asked if residents felt there was a need for the service and how the Council would monitor to ensure value for money. The Assistant Director stated that the statistics would be provided at a later meeting and that the service would connect villages which would otherwise have no public transport links, adding that flexibility would be a key part of the contract.

Councillor Potheary asked if this would include the flexibility to add or remove routes as the need arose. The Assistant Director indicated that this would be the case.

## **RESOLVED**

**The Planning, Transport and Regeneration Overview and Scrutiny Committee noted the details of the report.**

### **11. Work Programme**

The Committee agreed to an extraordinary meeting on 17 October 2018.

The Committee agreed to move the item "Update on Schemes" to the January meeting and that the item "Local Plan Update" be withdrawn from the January meeting.

Steve Cox, Corporate Director of Place stated that the item “Freight and Logistics” may be withdrawn from the Work Programme and the Committee noted this.

**The meeting finished at 8.15 pm**

Approved as a true and correct record

**CHAIR**

**DATE**

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## Minutes of the Meeting of the Extraordinary Planning, Transport, Regeneration Overview and Scrutiny Committee held on 17 October 2018 at 7.00 pm

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**Present:** Councillors Martin Kerin (Chair), Peter Smith (Vice-Chair), Alex Anderson, James Baker, Terry Piccolo and Jane Potheary

**In attendance:** Steve Cox (Corporate Director Place)  
Sean Nethercott, Growth & Strategy Team Leader  
Wendy Le, Democratic Services Officer

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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.

### **12. Items of Urgent Business**

There were no items of urgent business.

### **13. Declaration of Interests**

There were no declarations of interest.

### **14. Thurrock Local Plan Issues and Options (Stage 2)**

The report was presented by the Corporate Director which outlined changes within the National Planning Policy Framework (NPPF) and was summarised in paragraph 3.1. With this, an update on the consultation paper 'Issues and Options 2 (IO2)' was given in regards to the implications the new NPPF would have on Thurrock's plan-making process. Comments taken from the Member Ward Meetings were also included in the report which would help to shape the Local Development Plan (LDP).

*Councillor Baker arrived 7.15pm.*

Councillor Potheary thanked the Corporate Director for the report and sought clarification on the narrative around the report regarding the motion back in July 2018 that seemed to be around affordable housing and not social or low cost housing. Councillor Potheary went on to say people had different terms on affordable housing in the meaning that it was not actually affordable. Pointing out paragraph 3.17, she noticed 48% of new dwellings built were needed to be affordable but paragraph 3.22 showed that 35% was available.

Then referring to appendix 1, section 3's title 'Development plans must...seek to meet the area's objectively assessed needs', Councillor Potheary went on to mention the problem in this. Going on assumptions based in the report, it would then not be possible to meet the 'objectively assessed needs' which was 48% but only 35% could be attained, she asked for the Officers' thoughts on this.

The Corporate Director agreed that the motion in 3.16 was on low cost affordable housing rather than on just affordable. Mentioning of two points, he went on to say that the IO2 was filled with questions particularly regarding housing and would give people the opportunity to give their thoughts on what percentage of affordable low-cost housing Thurrock actually needed. This would become clearer once the IO2 went to consultation.

Continuing on, the Corporate Director said the second point linked back to the standard methodology used for the number of homes needed which would fluctuate as autumn came around with more changes to come. It would be difficult to pinpoint a number. The challenge was what the service could do to deliver low cost housing and there were different mechanisms. The LDP was one mechanism which had to work within the NPPF and another was through Thurrock Regeneration Limited (TRL). Council housing could be attained through TRL to address the issue of social renting. There were also Housing Revenue Account schemes and the proposed abolishment of the debt cap, would enable local authorities to borrow more to get social rent housing. Low cost affordable housing was a priority for Thurrock and the Council could also help in other ways.

In response, Councillor Pothecary commented that a shift in thinking imaginatively on the LDP could be felt and the question of how people wanted Thurrock to be should be asked as well as the issues faced. This shift was not reflected well in the presented report and Councillor Pothecary felt more detail could have been reported on the important issues that had progressed. There had been a lack of detail on low cost and affordable housing.

The Corporate Director agreed that there was a sense of shift and that the LDP was reflecting the local issues. The question now was how the LDP could be a solution to the current problems that Thurrock faced.

The Vice-Chair mentioned receiving details of a private development for 250 new homes but had no specifications to affordable housing or to the s106 scheme. He felt the service needed to toughen up on the planning stages and there needed something in place for these types of private development. The Vice-Chair went on to ask if the IO2 consultation would include thoughts on potential singular developments on a larger scale.

Stating that the IO2 would ask questions instead of giving answers, the Corporate Director went on to mention that one of the questions put to residents were on types of developments. The IO2 would have options open for thought such as urban expansion, expansion around villages and major new settlements. Residents were encouraged to give pros and cons of these options.

Councillor Anderson questioned if the NPPF would affect Thurrock's interaction with neighbouring authorities. Responding that the service was working with neighbouring authorities, the Corporate Director said it was important to support each other across the housing market. The service was

also looking beyond Thurrock, across South Essex on other developments to get a wider picture on the housing market.

In regards to Lower Thames Crossing (LTC), Councillor Piccolo felt that the delay in defining the eventual route of the crossing 'put a spanner' in the LDP. He thought the idea to build on brownfield sites did not exist as there was not much for Thurrock. This meant building would have to take place on the green belt. He put forward questions of whether to develop 2 bands for building on the green belt; how to decide which green belt to build on, if there were to be any green belt left after the LTC.

In answer, the Corporate Director stated the service was challenging Highways England (HE) on the route of the LTC. The service would ensure LTC delivered Thurrock's priorities, not Highways England. For IO2, the hope was to gain thousands of responses to determine what local residents' priorities were and then to present the results to HE. The Corporate Director went on to agree that the LDP was affected by the LTC and would impact on what would happen as the LTC would take a lot of Thurrock's green belt.

Councillor Piccolo gave the suggestion that Thurrock's residents could put forward the idea of where they would want the LTC to be. The Corporate Director thought that with more questions, it would give the service a good idea of what residents wanted. It would provide the best spatial solution for Thurrock.

Echoing the Corporate Director's comments, the Vice-Chair said HE should adopt the route that Thurrock's residents wanted. The erection of the LTC would affect not only housing but also the amount of movement across the crossing. The Vice-Chair ended by saying that he wanted to see that the IO2 would have options and questions on protecting Thurrock's heritage and provisions. The Corporate Director answered that the front of the IO2 document would have Thurrock's principles and whether residents would agree that these would be the principles to guide the IO2 forward.

Asking for clarity on paragraph 3.14, Councillor Potheary queried if national government would know if LTC were to invalidate the LDP. Giving assurance, the Corporate Director said the service was conversing with different bodies within the government. If a certain part of the LDP could not go ahead due to the LTC, this would also be challenged back to HE.

Referring back to the issue of affordability in paragraph 3.8, the Chair queried what the solution would be if the LDP could not be adopted. He also raised questions on the definition of affordability and what mechanisms were set for it as the word had different meanings for people. The Corporate Director answered the LDP would address the issue.. It was limited but what levers there were, would be used and the service would be tough on developers. The types of affordable housing were to be considered and with the lift of the debt cap, the service would use this to their benefit.

The Chair stated homes should be Thurrock affordable and went on to say the LTC was delaying Thurrock's plan. Seeking reassurance, he asked how Thurrock could fight for their LDP. The Corporate Director stated Thurrock needed to be clear and firm on what they wanted. Thurrock would challenge and ensure the LTC design addressed Thurrock's priorities.

Pointing out recommendation 1.1, the Vice-Chair asked how the service planned to reach out to the public once progress was made. Holding up a document of the first consultation, the Vice-Chair noted there had been 13 responses back then. He went on to say he wanted to see a large and transparent consultation with the public on IO2 and the service should reach out to businesses, people who travelled in to Thurrock to work and to go viral with the IO2.

In response, the Corporate Director said there was a need to make the LDP as interesting as possible. There had been good feedback from the Your Place, Your Voice consultation back in spring 2018 and the service would use a similar approach on the IO2. The aim was to challenge the LTC and developers so the Corporate Director was confident voices would come through.

**RESOLVED:**

**That the Planning, Transport, Regeneration Overview and Scrutiny Committee commented on the approach being taken to progress the Thurrock Local Plan Issues and Options (Stage 2) Consultation Document.**

**15. Establishment of a Task Force in relation to the Local Development Plan**

Presented by the Democratic Services Officer, the report proposed the establishment of a working group for the LDP which had been voted on by Members in the Committee meeting from 4 July 2018. The group would be called the Local Development Plan Task Force.

The Vice-Chair supported the idea of the task force as he felt the Committee would gain a major workload over the next 5 years alongside other projects. By having the LDP Task Force, it would save the Committee some time to look at other plans. The Chair agreed and said he was satisfied with the terms of reference attached in appendix 1.

**RESOLVED:**

**1.1 That the Planning, Transport, Regeneration Overview and Scrutiny Committee established a working group under the title of Local Development Plan Task Force.**

**1.2 That the Planning, Transport, Regeneration Overview and Scrutiny Committee adopted the terms of reference (attached as appendix 1) for the LDP Task Force.**



**The meeting finished at 7.37 pm**

Approved as a true and correct record

**CHAIR**

**DATE**

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<b>6 November 2018</b>	<b>ITEM: 5</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>	
<b>Briefing: Purfleet Centre Update</b>	
<b>Wards and communities affected:</b> West Thurrock and South Stifford	<b>Key Decision:</b> Non-key
<b>Report of:</b> Rebecca Ellsmore, Programmes and Projects Manager	
<b>Accountable Assistant Director:</b> Detlev Munster, Assistant Director Property, Regeneration and Development	
<b>Accountable Director:</b> Steve Cox, Corporate Director, Place	
<b>This report is</b> Public	

## Executive Summary

This report updates Members on the current status of the Purfleet Centre project and highlights key workstreams that are currently being progressed. Areas covered include a review of the current status of the outline planning application, responses to key objections, the potential to bring additional funding into the project and progress on key infrastructure elements that will be delivered via the scheme.

### 1. Recommendation(s)

**1.1 The Planning, Transport, Regeneration Overview and Scrutiny Committee Members are asked to comment on the approach being taken to progressing the highlighted workstreams.**

### 2. Introduction and Background

2.1. The Purfleet Centre project is a Corporate Priority Project which has the potential to significantly contribute to the Council's housing need, and to transform Purfleet into a destination of choice go greatly benefit existing residents and become a place of choice to live.

2.2. Given the strategic nature of the project it is appropriate to keep Members updated on progress despite no formal approvals being required at this particular stage. A number of key workstreams are progressing and are reviewed in the remainder of the report.

2.3. Members' attention is also drawn to the fact that the project recently achieved success at the Brownfield Briefing Awards securing the award for Best Public

Participation Project. This reflects the very real role that the local community have played in influencing the proposals.

### **3. Workstreams**

#### **3.1. Outline Planning Application**

PCRL submitted an outline planning application for the whole masterplan area in December 2017. The long period of time that the application has been in determination reflects the complexity of the scheme but good progress is being made on responding to consultation responses, drafting the conditions schedule and negotiating the s.106 agreement.

- 3.2. All parties are working towards a determination at the November planning committee. A key driver of whether or not this is achievable will be the Environment Agency's response to ongoing discussions with regards to a potential future Thames Barrier (see below) and Highways England (HE) response to the submitted transport modelling.

#### **3.3. Proposals to accommodate a future Thames Barrier**

The Environment Agency (EA) have objected to the outline planning application as they wish to safeguard some of the site to facilitate the construction and operation of a future Thames Barrier which may need to be located in the Long Reach section of river as part of the Thames Estuary 2100 plan (TE2100 Plan). The Port of London Authority and the Mayor of London have submitted similar objections in support of the TE2100 plan.

- 3.4. The TE2100 plan envisages that a second Thames Barrier will need to be operational by 2070 to protect London from increased flood risk as a result of climate change. The decision on the location of the new barrier is likely to be taken in 2050, a 10 year period is then allowed for design and land assembly (to 2060) with a further 10 year period for construction (to 2070).

- 3.5. The objection relates to 2 hectares of land within the Purfleet Centre redline boundary which the EA are seeking to safeguard from residential development to reduce the potential requirement to compulsorily purchase residential properties to facilitate the delivery of the barrier at a future date. As highlighted above it is not yet confirmed that the location of the barrier will be Purfleet and this land may never be required. The two hectares in question are on the riverfront adjacent to the existing residential community at Harrison's Wharf.

- 3.6. The Council, working with the EA, PLA and PCRL commissioned navigation simulation modelling to explore whether the barrier could be located to the west of the Purfleet Centre boundary therefore removing the need to safeguard land from within the redline. This has proved not to be possible due to navigational challenges associated with the alignment of the river.

- 3.7. In parallel, the Council and PCRL have been exploring the impact on the scheme should this land not be developed for residential use and whether there are any legal mechanisms which could allow the EA to remove their objection whilst allowing the current planning application to be determined. The 2 hectares in question was initially proposed to accommodate 450 residential units. Via a combination of a request to the EA to slightly amend the requested boundary and an increase in density on other areas of the masterplan area (whilst remaining within the parameters of the existing application) PCRL feel that c. 220 residential units can be recovered resulting in a net loss to the scheme of c. 230 units.
- 3.8. Given the conclusions of the navigational modelling, safeguarding the site in some way is the only option available to give the EA the necessary reassurance to allow them to remove their objection therefore allowing the current planning consent to be determined without the need for a referral to the secretary of state (which would be the process should the EA maintain their objection). To this end discussion has been opened with the EA to agree terms under section 30 of the Anglian Water Authority Act 1977 (s.30 agreement) with a view to putting a restriction on development of this area. Terms are not yet agreed but the main principles are to secure a solution that allows the remaining 54 hectares to be developed as planned and interim uses to be accommodated on the safeguarded 2 hectares thereby allowing the site to be available to the EA at a later date if required. All parties have committed to working towards achieving this in a timely manner to enable the application to proceed to Planning Committee in November.
- 3.9. **Highways England**
- HE have submitted a late consultation response asking for further detail on the transport modelling that has been undertaken. PCRL's consultants are in discussions with HE to provide the required clarification. A verbal update on this can be provided by officers at the meeting.
- 3.10. **Housing Infrastructure Fund (HIF)**
- The Government's HIF scheme is designed to support infrastructure costs that can unlock housing development. The Purfleet Centre project has a high infrastructure cost burden required to address existing deficiencies as well as to provide infrastructure to accommodate the significant population growth. As such it is ideally placed to benefit from this Fund and the project was shortlisted for the co-development phase of HIF in April 2018. Officers and PCRL are working together to develop a business plan to be submitted to the HIF team in early December.
- 3.11. The HIF business case will request £75m of funding which can be used to support costs such as land assembly, remediation, the replacement of the level crossing with a pedestrian and vehicle bridge, improvements to the river wall and the Integrated Medical Centre. Any funding secured will come to the Council as grant funding and critically, if it is recovered from the scheme via

future sales receipts, can be retained locally for use on other projects. This is a great opportunity to use public sector funding to ensure the delivery of a key project and to potentially secure funding for other priorities in the future.

- 3.12. The injection of HIF funding into the project could also go some way to mitigating the impact of safeguarding 2 hectares of the site for the EA.

3.13. **Land Assembly**

The Council now owns approximately 60% of the site area and the vast majority of the site needed for the first phase of development. It is anticipated that a Compulsory Purchase Order will be required at some point to secure the remaining areas and ensure that the title is clean and does not restrict the development in any way.

3.14. **Infrastructure Delivery**

A key element of the masterplan is the creation of a new, mixed use town centre and high street creating accommodation for retail, food and beverage, leisure, community and health uses in a high quality urban environment. The scheme deliberately delivers this area early on in the development programme to secure the benefits of the placemaking impact, establish Purfleet as a vibrant community and ensure that existing residents benefit from the new development from the outset. Should planning consent and HIF funding be secured as envisaged the town centre could be delivered by 2023.

- 3.15. Another key infrastructure element is the proposed replacement of the level crossing with a pedestrian and vehicle bridge with raised land levels on either side (to prevent the creation of a fly over). This will come at a significant infrastructure cost but will be of real benefit to Purfleet connecting the two sides of the community and removing a bottle neck in the local transport network.

- 3.16. PCRL are committed to supporting the vision of the Integrated Medical Centres programme and have allocated a site within the development to deliver the proposed Purfleet IMC. The Council is awaiting a defined accommodation brief from health partners which PCRL stand ready to use to design the facility. Whilst PCRL will contribute to the IMC via the section 106 agreement further funding will be required to complete the funding package.

3.17. **Primary School**

A three acre site has been allocated in the masterplan for the delivery of the Primary School. The funding for the school is allocated in the Council's capital programme as agreed under the terms of the Development Agreement.

3.18. **Film and TV studios**

There is growing interest in the film and TV studios with two potential partners being in negotiation with PCRL. Should planning consent be secured these discussions will be able to move onto the next stage.

#### **4. Conclusion**

- 4.1. Purfleet Centre is a complicated project which has been a long time in development. A number of workstreams are being progressed but proceeding to Planning Committee will be a big step forward in moving towards the delivery stage of the project.
- 4.2. The project has reacted positively to the requirements of the EA and the potential future Thames Barrier. Whilst the safeguarding of the area does not secure the optimum solution in development terms for those two hectares the Council and PCRL accept the strategically important nature of a second Thames Barrier and are satisfied that the two schemes are not mutually exclusive.
- 4.3. Should the project secure funding from the Housing Infrastructure Fund there is the potential for some of this funding to be recouped from development receipts and retained locally for use in other regeneration projects. This could further extend the benefits derived from this scheme.
- 4.4. It is important that the project complies with its current aspiration of delivering much of the infrastructure elements early in the programme. Officers will monitor this via the agreed Development Agreement and associated Delivery Strategy.

#### **5. Reasons for Recommendation**

This is a priority project for the Council and Officers are therefore keen to seek feedback from Members on the project direction at regular intervals.

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

Members of Overview and Scrutiny Committee have been updated on the progress of the project at regular intervals, most recently in January 2018. Updates will continue as the project progresses.

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

Purfleet Centre is referenced in the Council's Economic Development and Regeneration Strategies and the Local Development Framework. The proposals will make a significant contribution to achieving the Council's vision for Purfleet and will be of great benefit to new and existing residents.

#### **8. Implications**

## **8.1 Financial**

Implications verified by: **Mark Terry**  
**Senior Financial Accountant**

The project will have a clear financial impact to the Council, the mechanism for calculating the financial benefit is set out in the signed Development Agreement. As this report contains no decisions there are no specific implications to review at this stage. Full implications will be updated when the next decisions are required.

## **8.2 Legal**

Implications verified by: **Caroline Robins**  
**Locum Solicitor**

Eversheds Sutherland have been retained to provide detailed legal advice on this project whilst internal legal services continue to provide advice on governance and related issues. As above this report contains no decisions therefore there are no specific implications to review at this stage. Full implications will be updated when the next decisions are required.

## **8.3 Diversity and Equality**

Implications verified by: **Becky Price**  
**Team Manager – Community Development and Equalities**

Implementation of the project will be informed by statutory equality legislation and community equality impact assessments at the appropriate stages. As above, this report contains no decisions therefore there are no specific implications to review at this stage. Full implications will be updated when the next decisions are required.

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

None.

## **5. Background papers used in preparing the report**

None.

## **6. Appendices to the report**

None.

**Report Author:**



Rebecca Ellsmore  
Programmes and Projects Manager  
Regeneration, Place

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<b>6 November 2018</b>	<b>ITEM: 6</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>	
<b>Fees and Charges Pricing Strategy 2019/20</b>	
<b>Wards and communities affected:</b> All	<b>Key Decision:</b> Key
<b>Report of:</b> Andrew Austin, Commercial Manager	
<b>Accountable Assistant Director:</b> Andrew Millard, Assistant Director – Planning Transport and Public Protection, Julie Nelder, Assistant Director – Highways, Fleet and Logistics and Detlev Munster, Assistant Director – Property and Assets.	
<b>Accountable Director:</b> Steve Cox, Corporate Director of Place and Julie Rogers, Director of Environment and Highways.	
<b>This report is Public</b>	

## **Executive Summary**

This report specifically sets out the charges in relation to services within the remit of this Overview and Scrutiny Committee. Charges will take effect from the 1 April 2019 unless otherwise stated. In preparing the proposed fees and charges, Directorates have worked within the charging framework and commercial principles set out in Section Three of the report.

Further director delegated authority will be sought via Cabinet to allow Fees and Charges to be varied within financial year in response to legal, regulatory or commercial requirements.

The full list of proposed charges is detailed in Appendix 1, and the proposed deletion of current fees and charges are detailed in Appendix 2 to this report.

### **1. Recommendation(s)**

- 1.1 That Planning, Transport and Regeneration Overview and Scrutiny Committee note the revised fees, including those no longer applicable, and comment on the proposals currently being considered within the remit of this committee.**

1.2 That Planning, Transport and Regeneration Overview and Scrutiny Committee note that director delegated authority will be sought via Cabinet to allow Fees & Charges to be varied within a financial year in response to commercial requirements.

## 2. Background

2.1 The paper describes the fees and charges approach for the services within the Planning, Transport and Regeneration Overview and Scrutiny Committee remit for 2019/20 and will set a platform for certain pricing principles moving forward into future financial years.

2.2 The paper provides narrative for the Planning, Transport and Regeneration areas:

- Highways and Fleet
- Parking
- Passenger Transport
- Highways Infrastructure
- Network Management
- Transport Development
- Planning and Growth
- Development Control
- Building Control
- Land Charges
- Corporate Property and Assets
- Property related lease, letting and licensing

2.3 The fees & charges that are proposed are underpinned in some instances by a detailed sales and marketing plans for each area. This will ensure delivery of the income targets for 2019/20, for ease these are summarised below.

### 2.4 Planning, Transport and Regeneration Figures

Service	Last Year Outturn 17/18	Revised Budget 18/19	Forecast Outturn 18/19	Proposed Budget 19/20
Planning, Transport and Regeneration Services	(3,055,860)	(3,267,237)	(3,439,654)	(3,455,251)

### 2.5 Individual Service Streams

Service	Last Year Outturn 17/18	Revised Budget 18/19	Forecast Outturn 18/19*	Proposed Budget 19/20
Building Control	(331,367)	(273,355)	(273,355)	(273,355)
Development Control	(903,029)	(977,502)	(1,045,859)	(1,045,859)
Land Charges	(394,434)	(216,216)	(245,000)	(245,000)
Strategic Planning	0	(4,578)	(4,578)	(4,578)

Public Transport Bus	(6,647)	(2,000)	(5,715)	(5,715)
Highways Infrastructure	(277,353)	(593,072)	(704,153)	(704,153)
Parking	(1,005,703)	(1,044,810)	(1,042,696)	(1,042,696)
Land and Buildings	(67,423)	(88,809)	(21,000)	(67,000)
Village Halls	(27,478)	(22,566)	(21,869)	(22,566)
Facilities (Civic & Thameside)	(42,426)	(44,329)	(75,429)	(44,329)
<b>Planning, Transport and Regeneration Services Total</b>	<b>(3,055,860)</b>	<b>(3,267,237)</b>	<b>(3,439,654)</b>	<b>(3,455,251)</b>

Note – Forecasted Outturn Position Is of August 2018

### 3. Thurrock Charging Policy

3.1 The strategic ambition for Thurrock is to adopt a policy on fees and charges that is aligned to the wider commercial strategy and ensures that all discretionary services cost recover.

3.2 Furthermore, for future years, while reviewing charges, services will also consider the level of demand for the service, the market dynamics and how the charging policy helps to meet other service objectives.

3.3 Rather than a set increase across all service lines, when considering the pricing strategy for 2019/20 some key questions were considered.

- Where can we apply a tiered/premium pricing structure
- How sensitive are customers to price (are there areas where a price freeze is relevant )
- What new charges might we want to introduce for this financial year
- How do our charges compare with neighboring boroughs
- How do our charges compare to neighboring boroughs and private sector competitors (particularly in those instances where customers have choice)
- How can we influence channel shift
- Can we set charges to recover costs
- What do our competitors charges
- How sensitive is demand to price
- Statutory services may have discretionary elements that we can influence
- Do we take deposits, charge cancellation fees, and charge an admin fee for duplicate services (e.g. lost certificates.)

3.4 For Planning, Transport and Regeneration a number of different methods to tier their charges depending on the service area are used:

- **Highways Licensing** – uses a combination of fixed minimum charges, and variable percentage charge based on specific financial thresholds being exceeded.
- **Street Naming** – use tiered charges based on number of properties
- **Transport Development** – use a number of different charging methods,

including minimum charges, deposit retention, financial bonds, and percentage based charges based on specific financial threshold levels.

- **Planning Performance** – uses the number of properties being developed by the developer per annum to set the charge levels.

3.5 The key following changes have occurred for 2019/20 fees and charges:

- **Permits** – fees and charges are unchanged for 2019/20
- **Parking Bays** – suspension fees remain unchanged for 2019/20
- **Parking Charges** – remain unchanged for 2019/20, in support of this new payment meters which accept card payments have been rolled out across the borough.
- **Penalty Charge Notices** – are set statutorily and unchanged for 2019/20
- **Passenger Transport** – DBS checks will remain unchanged for 2019/20
- **Bus Passes** – fees and charges are unchanged for 2019/20
- **Bus Stops** - bus stop suspension charge is unchanged for 2019/20
- **Highways infrastructure** – specific fees and charges have been revised to better scale with larger application requirements, using value thresholds to switch to a percentage value of actual costs; as well as having the minimum charge fee increased in line with actual costs where applicable.
- **Network Management** – Permit fees have been increased for 2019/20, subject to the outcome of the 2018/19 annual review findings.
- **Transport Development** – the main transport and development fees and charges are unchanged for 2019/20, with the exception of:
  - **Travel plans** - charges are increased in line with inflation & costs
  - **Road Safety** - charges for scooter training has been introduced.
- **Transport – Vehicular MOT Testing** – charges are now shown in the report and remain unchanged for 2018/19.
- **Pre-Planning Application** – charges are unchanged for 2019/20
- **Planning Performance Agreement** – charges are introduced for 2019/20 to support development in the borough.
- **Building Control** – charges are unchanged for 2019/20
- **Land Charges** – have been increased notably for 2019/20 as a result of market comparison research and to ensure full cost recovery.
- **Corporate Property & Assets** – have changed the majority of their charges for 2019/20 to Price-On-Application (POA); to more accurately reflect to the client the actual costs incurred for the services delivered.

#### 4. **Proposals and Issues**

4.1 The fees and charges for each service area have been considered and the main considerations are set out below.

- 4.2 A council wide target of £8.912m has been proposed within the MTFS for additional income generation in respect of fees and charges income for 2019/20. This represents a 7.5% increase on the 2018/19 income generation target and takes into consideration actual performance during 2018/19.
- 4.3 For Planning, Transport and Regeneration Services the increase equates to a target of £3.455m to be secured through a blend of demand increase from residents and businesses, and an increase in fees and charges for 2019/20.
- 4.4 To allow the Council services to better respond to changes in the commercial environment for fees and charges; delegated authority will be sought through Cabinet to permit the Director of the Service Area jointly with the Director of Commercial Services to vary service charges within financial year due to commercial considerations.
- This will allow service areas, providing services on a traded basis to vary their fees and charges to reflect commercial and operational considerations that impact the cost recoverability calculations.
  - Any changes to Fees and Charges due to commercial considerations will require the consultation with, and agreement of, the relevant Portfolio Holder.

## **5. Transport & Highways**

### **5.1 Visitors Permits**

Resident Permit schemes were introduced in order to preserve the limited parking spaces available on-street for residents around towns and train stations and to protect residents from the incursion of commuter parking.

All residents entitled to a Residents' Permit are entitled to purchase Visitor Permits. Charges have remained unchanged for a number of years, the cost of which does not offer a reasonable return.

With the first book of Visitor Permits free annually to each household within a Permit area, they are provided in blocks of 20 which equates to 30 pence per day per visitor. The cost of Visitor Permits thereafter is currently £6.00.

It is proposed that Thurrock's charges remain unchanged for 2019/20 to support the Council's place-making agenda.

### **5.2 Residents Permits**

In line with the previous recommendations, Residents' first two permits will remain unchanged for FY19/20 and will continue to be issued free of charge. It should be noted that neighbouring authorities charge fees for these. If Thurrock were to charge it would give an additional annual income of approximately £75k. This is based on the third permit remaining at £66.

### 5.3 Other Permits

Operational Permits will also remain unchanged at £120 per annum as this is for those that have cause to visit residents as part of their working duties.

Business Permits were changed in FY18/19, and focused on incentivising users towards purchasing annual permits; thereby reducing administration with permit management accordingly. It is not planned to increase them further in FY19/20.

Commuter Permits were introduced in FY18/19 at levels which compared with neighboring councils, using two levels of permit charge based on the locations that could be parked at. It is not planned to increase these in FY19/20 until the impact and take-up can be assessed. Further, to support part-time or flexible commuters the remaining cash only payment meters have been upgraded to accept electronic payment during FY18/19 using existing capital funding.

Contractor Permits were introduced in FY18/19, to support businesses operating in the borough. It is not planned to increase these in FY19/20 until the impact can be assessed. This will allow businesses regularly operating in Thurrock to reduce their operating costs; and reduce the likelihood of them receiving a penalty charge notice. Further, for businesses with only infrequent requirement the remaining cash only payment meters have been upgraded to accept electronic payment during FY18/19 using existing capital funding.

NHS permits have a fee of £120 per annum in 2018/19, the same as operational permits therefore it is suggested that there is no change for 2019/20, to minimize NHS budgetary pressure.

All replacement permits will be liable to a £10 replacement fee for administration purposes except for charities and visitors permits

### 5.4 Parking Bays

The suspension of parking bays is a discretionary charge. The charge for this remains unchanged. The current fee is considered to cover the cost of any loss of income as a result of a suspension, and would not be increased in FY19/20 as parking charges remain unchanged.

### 5.5 Parking Charges

Parking charges remain unchanged for 2019/20 in order to continue to support local businesses and the Council's place-making agenda.

### 5.6 Penalty Charge Notices

The charges for penalty charge notices are statutory charges and cannot be changed by the local authority.



## 5.7 Passenger Transport

DBS Checks for education transport operators for PSV drivers and passenger assistants will remain unchanged for 2019/20. This is in line with Essex County Council (ECC) but will be reviewed annually as some of the operators are procured by both Thurrock Council and ECC.

Any increases will also be reflected in the operator's contract costs with the Council at contract renewal/review stage.

## 5.8 Bus Passes

Any resident that applies for their first bus pass under the government's entitlement criteria is to receive their pass free. This is a statutory requirement and no changes to this arrangement have been proposed.

Any replacements for the loss of a pass will see a £10 admin fee remain. This is in line with other authorities' charges especially as the clientele are elderly.

The same administration fee is liable for any pupil who is entitled to education transport and has an annual ticket.

## 5.9 Suspension of Bus Stops

Current fees and charges were increased in FY18/19 to a flat rate of £75 per day, to encourage road works to be completed expediently. This provides less inconvenience to not only the bus companies, but also to bus users.

It is not proposed to increase the costs for FY19/20 due to the significant increase in the previous year, and to allow the service to assess the operational impact it makes to road works being completed expediently.

## 5.10 Highways Infrastructure

Highway Licenses - The charge for a license to erect scaffolding on the highway has been increased to cover the cost of monitoring sites for compliance etc. In addition the refundable deposit has been increased to ensure sufficient funds would be available, should damage to the highway be caused upon removal of the scaffolding / completion of works.

Clearances of debris – When clearance or works are required on the highway as a result of a road traffic crash, costs incurred are recovered. An administration fee is charged, with an additional percentage charge to cover the additional time involved in arranging remedial works that exceeds £4000. This usually includes works such as carriageway resurfacing following a spillage, or extensive safety barrier repairs. Costs will be recoverable from either the individual responsible or their Insurer.

Traffic management – charges for managing traffic during an event/incident

and wide load arrangements have had a set minimum charge introduced to ensure cost recovery.

Traffic management – fees and charges for traffic signs under Section 65(1) of the 1984 Act have been increased to ensure full cost recovery.

Skips on the highway – A fee has been introduced that requires all skip companies to register with the Council before they can apply for a license to deposit a skip on the highway. This gives the Council more control and will assist with the management of skips on the highway. Similar fees are charged by other Councils. The license fee for skips remains unchanged for 2019/20 with the current price being in line with neighboring Councils.

Street Naming and Numbering - Fees and charges for new property developments and renaming of existing properties have been increased for 2019/20 by inflation.

Public Rights of Way - Fees and charges in relation to public rights of way remain unchanged for 2019/20.

#### 5.11 Network Management

Permit Fees for Street Works were introduced into the 2017/18 Fees and Charges to enable the Permit Scheme to commence in October 2017.

Legislation allows Permit Authorities to review their Permit Fees following 12 months of operation of the Scheme. The maximum fee has been shown for 2019/20, but this is subject to the annual audit and review. Should the review not allow an increase, then 2018/19 fee levels will apply for 2019/20.

#### 5.12 Transport Development

Current fees for agreements pursuant to Sections 38 and 278 of the Highways act (adoption of road and highway licenses for developer works) have been bench-marked against neighboring Authorities.

Neighboring Authorities have increased fees over the last few years and Thurrock is comparable, with the Commuted Sums of Maintenance (CSM) calculation having been changed in 2017/18 so that the new calculation accounts for road surface costs. These fees and charges are unchanged for 2019/20.

Accident data provision is unchanged for 2019/20.

Travel Plan fees have been increased for 2019/20 by 5%, for both small and large developments.

Traffic Regulation Orders – Should it be necessary to create or amend a permanent Traffic Regulation Order, a fairly lengthy process is involved,

including a statutory 21 day consultation period and advertisements in a local newspaper. The charges for amending, varying or creating an Order requires the same process.

Road Safety fees for 'Scooter Training' sessions for school children have been added to the schedule in support of the existing Bikeability programme.

### 5.13 Transport – Vehicular MOT Testing

Currently the council operates a MOT Testing Station at St Clements Depot, to support testing of Licensed Taxi's via the licensing fee paid.

In addition, this also provides testing for Class 4, 5 and 7 vehicles categories along with retests. This site does not carry out any actual repairs works necessary for the vehicles to pass the MOT.

Current turnover is circa £15k per annum and the charges are regulated; charges are not at the maximum permissible as market competition would mean that we would lose the business income, and will remain unchanged for 2019/20.

## 6. Planning

### 6.1 Development Control – Standard Planning Fees

In February 2018 nationally set planning fees were increased by 20%, these increases are included in the appendices and where introduced in the 2018/19 period.

Income derived from the 20% increase is ring fenced by statute to be used for the development and improvement to planning services. Further information on these fees can be found at the [ECAB Planning Portal](#).

### 6.2 Development Control - Additional Planning Fees

Thurrock Development Management offers other planning services that are over and above the nationally set fees. These are Pre Application fees and Planning Performance Agreement fees, both of these fees have been introduced to offer an enhanced service to service users and to promote effective development in Thurrock.

As with the increase in fee income from standard planning fees, the income received from these services has been ring fenced through the Planning Services Business Plan (2017-2020) which was agreed by the Commercial Board in May 2017. This income has to be spent within the Planning Service.

### 6.3 Building Control

Fee income is dependent entirely on market forces. The Building Control

Account is governed by legislation that requires that the Council does not produce a profit or loss over a three year rolling period and that any increase in income has to be ring-fenced with the Building Control account.

#### 6.4 Land Charges

Local Land Charges (LLC) income is derived from charges associated with the sale and purchase of property in Thurrock. This account functions on a cost recovery basis, therefore any increase in income cannot be used outside of the LLC budget.

In setting the LLC and Con29 fees for 2019/20, we researched nine other unitary authorities to determine the fees they are charging for the same services. Based upon this, our revised fee structure represents not only a reasonable comparator with other authorities, but also represents a correction to our cost recovery model that had not been revisited for over two years.

### 7. Corporate Property and Assets

7.1 Corporate property – the majority of the charges for financial year 2019/20 have changed to Price-On-Application (POA), to more accurately reflect to the client the actual costs incurred for the services delivered. The remaining charges within this area are also increased to reflect actual costs for the service delivered.

7.2 Further, fees and charges related to commercial matters are negotiated on a case by case basis when agreeing a new lease or variation and therefore the income potential from this area is limited.

7.3 These charges will continue to be reviewed as part of the ongoing business activities to ensure that they remain market competitive and to ensure a full cost recovery model.

### 8. Reasons for Recommendation

8.1 The setting of appropriate fees and charges will enable the Council to generate essential income for the funding of Council services. The approval of reviewed fees and charges will also ensure that the Council is competitive with other service providers and neighboring councils. The ability to vary charges within financial year will enable services to more flexible adapt to changing economic conditions.

8.2 The granting of delegated authority to vary these charges within financial year will allow the Council to better respond to commercial challenges.

### 9. Consultation (including Overview and Scrutiny, if applicable)

Consultations will be progressed where there is specific need. However, with regard all other items, the proposals in this report do not affect any specific

parts of the borough. Fees and charges are known to customers before they make use of the services they are buying.

## **10. Impact on corporate policies, priorities, performance and community impact**

The changes in these fees and charges may impact the community; however it must be taken into consideration that these price rises include inflation and no profit will be made on the running of these discretionary services.

## **11. Implications**

### **11.1 Financial**

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

Additional income will be generated from increases but this is variable as it is also dependent on demand for the services. Increases to income budgets have been built into the MTFS.

### **11.2 Legal**

Implications verified by: **Benita Edwards**  
**Interim Deputy Head of Law**

Fees and charges generally fall into three categories – Statutory, Regulatory and Discretionary. Statutory charges are set in statute and cannot be altered by law since the charges have been determined by Central government and all authorities will be applying the same charge.

Regulatory charges relate to services where, if the Council provides the service, it is obliged to set a fee which the Council can determine itself in accordance with a regulatory framework. Charges have to be reasonable and must be applied across the borough.

Discretionary charges relate to services which the Council can provide if they choose to do so. This is a local policy decision. The Local Government Act 2003 gives the Council power to charge for discretionary services, with some limited exceptions. This may include charges for new and innovative services utilising the power to promote environmental, social and economic well-being under section 2 of the Local Government Act 2000. The income from charges, taking one financial year with another, must not exceed the cost of provision. A clear and justifiable framework of principles should be followed in terms of deciding when to charge and how much, and the process for reviewing charges.

A service may wish to consider whether they may utilise this power to provide a service that may benefit residents, businesses and other service users, meet the Council priorities and generate income.

Decisions on setting charges and fees are subject to the Council's decision making structures. Most charging decisions are the responsibility of Cabinet, where there are key decisions. Some fees are set by full Council.

### **11.3 Diversity and Equality**

Implications verified by: **Becky Price**

**Community Development Officer**

The Council is responsible for promoting equality of opportunity in the provision of services and employment as set out in the Equality Act 2010 and Public Sector Equality Duty. Decisions on setting charges and fees are subject to Community Equality Impact Assessment process and the Council's wider decision making structures to determine impact on protected groups and related concessions that may be available.

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

None.

### **12. 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):**

None.

### **13. Appendices to the report**

Appendix 1 – Schedule of Proposed Fees and Charges for 2019/20.  
Appendix 2 – Schedule of Fees and Charges no longer applicable.

### **Report Author:**

Andrew Austin  
Commercial Manager  
Finance

Name of fee or Charge Planning, Transport & Regeneration	Statutory/ Discretionary Charge	VAT Status 18/19	Charge excl. VAT 2018/19	VAT Amount 2018/19	Charge incl. VAT 2018/19	VAT Status 19/20	Charge excl. VAT 2019/20	VAT Amount 2019/20	Charge incl. VAT 2019/20
Commercial Matters - Administration fee for processing Commercial & Other Applications	D	S	£ 30.00	£ 6.00	£ 36.00	S	£ 50.00	£ 10.00	£ 60.00
Commercial Matters - Assignment of Leases (Council owned premises). Minimum Charge £900 plus VAT	D	S	£375 - £750	£75 - £150	£450 - £900	S	POA	£ -	POA
Commercial Matters - Dilapidation Surveys and Schedules of Repair/Condition (Council Owned Premises). Minimum fee and hourly rate charge in preparing survey and supervising works	D	S	£ 385.00	£ 77.00	£ 462.00	S	POA	£ -	POA
Commercial Matters - Licence to undertake alterations/building works	D	S	£375 - £750	£75 - £150	£450 - £900	S	POA	£ -	POA
Commercial Matters - Licence to vary lease terms (Council owned premises)	D	S	£375 - £750	£75 - £150	£450 - £900	S	POA	£ -	POA
Commercial Matters - New Letting - Non Standard Commercial Shop Lease	D	S	£640 - £1,300	£128 - £260	£768 - £1,560	S	POA	£ -	POA
Commercial Matters - New Letting - Standard Commercial Shop Lease	D	S	£ 385.00	£ 77.00	£ 462.00	S	POA	£ -	POA
Commercial Matters - Other Processes and Consents	D	S	£ 385.00	£ 77.00	£ 462.00	S	POA	£ -	POA
Non Commercial Matters - Area up to 25 Sqm - Land offering development potential either as a separate plot or if combined with other land	D	S	Negotiable	£ -	Negotiable	S	Negotiable	£ -	Negotiable
Non Commercial Matters - Area up to 25 Sqm - Sale of land at the end of the rear garden retained by the Council from a Right to Buy sale or amenity land adjoining a property sold under a Right to Buy	D	S	Negotiable	£ -	Negotiable	S	Negotiable	£ -	Negotiable
Non Commercial Matters - Other Processes and Consents	D	S	£ 385.00	£ 77.00	£ 462.00	S	Negotiable	£ -	Negotiable
Non Commercial Matters - Request for an easement over Council Land Applicant would also need to pay for additional cost of works (e.g. drop kerb and crossover) and any additional legal costs affecting the title to the property.	D	S	£ 385.00	£ 77.00	£ 462.00	S	Negotiable	£ -	Negotiable
Non Commercial Matters - Stanley Lazell Memorial Hall Dell Road - 1. Whole Hall hire Weekends per hour	D	E	£ 38.00	£ -	£ 38.00	E	£ 50.00	£ -	£ 50.00
Non Commercial Matters - Stanley Lazell Memorial Hall Dell Road - 2. Whole Hall hire Weekdays per hour	D	E	£ 18.00	£ -	£ 18.00	E	£ 25.00	£ -	£ 25.00
Non Commercial Matters - Stanley Lazell Memorial Hall Dell Road - 3. Hire of Small Meeting Room per hour	D	E	£ 8.00	£ -	£ 8.00	E	£ 15.00	£ -	£ 15.00
Non Commercial Matters - Stanley Lazell Memorial Hall Dell Road - 4. Senior Citizens / Charitable Organisations	D	E	£ -	£ -	£ -	E	Negotiable	£ -	Negotiable
Car parking - Discretionary suspension of the use of on-street parking places for waiting/loading - charge per parking space	S	O	£25 per day	£ -	£25 per day	O	£25 per day	£ -	£25 per day
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Over 1 hour under 2 hours	D	S	£ 1.08	£ 0.22	£ 1.30	S	£ 1.08	£ 0.22	£ 1.30
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Over 2 hours under 4 hours	D	S	£ 1.75	£ 0.35	£ 2.10	S	£ 1.75	£ 0.35	£ 2.10
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Over 4 hours under 6 hours	D	S	£ 3.08	£ 0.62	£ 3.70	S	£ 3.08	£ 0.62	£ 3.70
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Over 6 Hours	D	S	£ 4.83	£ 0.97	£ 5.80	S	£ 4.83	£ 0.97	£ 5.80
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Under 1 hour	D	S	£ 0.58	£ 0.12	£ 0.70	S	£ 0.58	£ 0.12	£ 0.70
Car Parking - Off-Street Pay & Display Car Parking Canterbury Parade, South Ockendon - 1 to 2 hours	D	S	£ 0.50	£ 0.10	£ 0.60	S	£ 0.50	£ 0.10	£ 0.60
Car Parking - Off-Street Pay & Display Car Parking Canterbury Parade, South Ockendon - All day	D	S	£ 1.75	£ 0.35	£ 2.10	S	£ 1.75	£ 0.35	£ 2.10
Car Parking - Off-Street Pay & Display Car Parking Canterbury Parade, South Ockendon - Under 1 hour	D	S	£ -	£ -	£ -	S	£ -	£ -	£ -
Car Parking - Off-Street Pay & Display Car Parking Tamarisk Road, South Ockendon - 1 to 2 hours	D	S	£ 0.50	£ 0.10	£ 0.60	S	£ 0.50	£ 0.10	£ 0.60
Car Parking - Off-Street Pay & Display Car Parking Tamarisk Road, South Ockendon - Over 2 hours	D	S	£ 1.75	£ 0.35	£ 2.10	S	£ 1.75	£ 0.35	£ 2.10
Car Parking - Off-Street Pay & Display Car Parking Grays Beach - 0 to 2 hours	D	S	£ 0.58	£ 0.12	£ 0.70	S	£ 0.58	£ 0.12	£ 0.70
Car Parking - Off-Street Pay & Display Car Parking Grays Beach - All day	D	S	£ 2.67	£ 0.53	£ 3.20	S	£ 2.67	£ 0.53	£ 3.20
Car Parking - Off-Street Pay & Display Car Parking Purfleet in Cornwall House - 0-2 hours	D	S	£ 0.58	£ 0.12	£ 0.70	S	£ 0.58	£ 0.12	£ 0.70
Car Parking - Off-Street Pay & Display Car Parking Purfleet in Cornwall House - All day	D	S	£ 2.67	£ 0.53	£ 3.20	S	£ 2.67	£ 0.53	£ 3.20
Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - 0 to 1 hour	D	O	£ 0.70	£ -	£ 0.70	O	£ 0.70	£ -	£ 0.70
Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - 1 to 2 hours	D	O	£ 1.20	£ -	£ 1.20	O	£ 1.20	£ -	£ 1.20
Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - over 2 hours	D	O	£ 3.20	£ -	£ 3.20	O	£ 3.20	£ -	£ 3.20
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 0 to 1 hour	D	O	£ 0.70	£ -	£ 0.70	O	£ 0.70	£ -	£ 0.70
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 1 to 2 hours	D	O	£ 1.40	£ -	£ 1.40	O	£ 1.40	£ -	£ 1.40
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 2 to 4 hours	D	O	£ 2.30	£ -	£ 2.30	O	£ 2.30	£ -	£ 2.30
Car Parking - On-Street Pay & Display Quick Stops - 0 to 30 mins	D	O	£ 0.70	£ -	£ 0.70	O	£ 0.70	£ -	£ 0.70
Car Parking - On-Street Pay & Display Quick Stops - 30 to 45 mins	D	O	£ 0.90	£ -	£ 0.90	O	£ 0.90	£ -	£ 0.90
Car Parking - On-Street Pay & Display Quick Stops - 45 mins to 1 hour	D	O	£ 1.40	£ -	£ 1.40	O	£ 1.40	£ -	£ 1.40
Car Parking - Penalty Charge Notices - Higher Level Contraventions - Penalty Charge	S	O	£ 70.00	£ -	£ 70.00	O	£ 70.00	£ -	£ 70.00
Car Parking - Penalty Charge Notices - Higher Level Contraventions - Penalty Charge paid within 14 days	S	O	£ 35.00	£ -	£ 35.00	O	£ 35.00	£ -	£ 35.00
Car Parking - Penalty Charge Notices - Lower Level Contraventions - Penalty Charge	S	O	£ 50.00	£ -	£ 50.00	O	£ 50.00	£ -	£ 50.00
Car Parking - Penalty Charge Notices - Lower Level Contraventions - Penalty Charge paid within 14 days	S	O	£ 25.00	£ -	£ 25.00	O	£ 25.00	£ -	£ 25.00
Parking Permits - Business Permits - Per Month thereof	D	O	£ 40.00	£ -	£ 40.00	O	£ 40.00	£ -	£ 40.00
Parking Permits - Business Permits - Per year	D	O	£ 360.00	£ -	£ 360.00	O	£ 360.00	£ -	£ 360.00
Parking Permits - Business Permits - for 6 months	D	O	£ 200.00	£ -	£ 200.00	O	£ 200.00	£ -	£ 200.00
Parking Permits - NHS Permits	D	O	£ 120.00	£ -	£ 120.00	O	£ 120.00	£ -	£ 120.00
Parking Permits - Annual Permit Commuter Car Parks Only	D	O	£ 1,000.00	£ -	£ 1,000.00	O	£ 1,000.00	£ -	£ 1,000.00
Parking Permits - Non Commuter Car Parks / On Street Long Stay Only	D	O	£ 500.00	£ -	£ 500.00	O	£ 500.00	£ -	£ 500.00
Parking Permits - Contractor Permits	D	O	£ 150.00	£ -	£ 150.00	O	£ 150.00	£ -	£ 150.00
Parking Permits - Operational Permits	D	O	£ 120.00	£ -	£ 120.00	O	£ 120.00	£ -	£ 120.00
Parking Permits - Replacement Permits	D	O	£ 10.00	£ -	£ 10.00	O	£ 10.00	£ -	£ 10.00
Parking Permits - Residents Permits - Per year - 1st Permit per Household	D	O	£ -	£ -	£ -	O	£ -	£ -	£ -
Parking Permits - Residents Permits - Per year - 2nd Permit per Household	D	O	£ -	£ -	£ -	O	£ -	£ -	£ -
Parking Permits - Residents Permits - Per year - 3rd Permit per Household	D	O	£ 66.00	£ -	£ 66.00	O	£ 66.00	£ -	£ 66.00
Parking Permits - Visitor Permits - Additional Sheets of 20 per Household	D	O	£ 6.00	£ -	£ 6.00	O	£ 6.00	£ -	£ 6.00
Highways - Licences - Consideration of an application for a licence in writing to erect or retain on or over a highway any scaffolding or other structure, in connection with any building, or demolition or the alteration, repair, maintenance or cleaning of any building which obstructs the highway pursuant to Section 169(1) and (2) of the 1980 Act.	S	Z	£200 + £400 returnable deposit on satisfactory completion	£ -	£200 + £400 returnable deposit on satisfactory completion	Z	£210 for first month + £400 refundable deposit, £62 per month thereafter	£ -	£210 for first month + £400 refundable deposit, £62 per month thereafter

Name of fee or Charge Planning, Transport & Regeneration	Statutory/ Discretionary Charge	VAT Status 18/19	Charge excl. VAT 2018/19	VAT Amount 2018/19	Charge incl. VAT 2018/19	VAT Status 19/20	Charge excl. VAT 2019/20	VAT Amount 2019/20	Charge incl. VAT 2019/20
Highways - Anything done in connection with the clearance of accident debris pursuant to Section 41 and 130 of the 1980 Act in respect of accidents occurring on or after 1st April 1999	D	O	Actual Costs + £100; or 20% if cost exceeds £4000	£ -	Actual Costs + £100; or 20% if cost exceeds £4000	O	Actual Costs + £200 up to £1000; then after that 20% of actual costs	£ -	Actual Costs + £200 up to £1000; then after that 20% of actual costs
Highways - Consideration by a local authority of an application pursuant to any provision contained in an order under Section 1,6 9 or 14 of the 1984 Act for an exemption from any prohibition or restriction imposed by the order on the stopping, parking, waiting, loading or unloading of vehicles on a road	D	O	£ 1,500.00	£ -	£ 1,500.00	O	£ 1,500.00	£ -	£ 1,500.00
Highways - Consideration of a request in respect of a highway maintainable at the public expense to execute such works as are specified in the request for constructing a vehicle crossing over a footway or verge in that highway pursuant to Section 184 of the 1980 Act	D	O	£375 upfront payment; if the crossing does not meet criteria £300 is refundable; £200 is refundable upon satisfactory completion	£ -	£375 upfront payment; if the crossing does not meet criteria £300 is refundable; £200 is refundable upon satisfactory completion	O	£375 upfront payment; if the crossing does not meet criteria £300 is refundable; £150 is refundable upon satisfactory completion	£ -	£375 upfront payment; if the crossing does not meet criteria £300 is refundable; £150 is refundable upon satisfactory completion
Highways - Licences - Anything done in connection with site inspections to monitor compliance with duties imposed by Section 172(3) and by Section 173(1) of the 1980 Act on a person who has erected a hoarding or fence.	S	Z	Actual costs + £100 Admin	£ -	Actual costs + £100 Admin	Z	Actual Costs + £150 Admin	£ -	Actual Costs + £150 Admin
Highways - Licences - Consideration of an application for consent to carry out any works in a street to provide means for the admission of light to premises situated under, or abutting on, the street pursuant to Section 180(2) of the 1980 Act	S	Z	Actual costs + £100 Admin	£ -	Actual costs + £100 Admin	Z	Actual Costs + £200 up to £1000; then after that 20% of actual costs	£ -	Actual Costs + £200 up to £1000; then after that 20% of actual costs
Highways - Licences - Consideration of an application for consent to make an opening in the footway of a street as an entrance to a cellar or vault there under pursuant to Section 180(1) of the 1980 Act.	S	Z	Actual costs + £100 Admin	£ -	Actual costs + £100 Admin	Z	Actual Costs + £200 up to £1000; then after that 20% of actual costs	£ -	Actual Costs + £200 up to £1000; then after that 20% of actual costs
Highways - Licences - Consideration of an application for consent under Section 179(1) of the 1980 Act to construct works to which that Section applies under any part of the street	S	Z	Actual costs + £100 Admin	£ -	Actual costs + £100 Admin	Z	Actual Costs + £200 up to £1000; then after that 20% of actual costs	£ -	Actual Costs + £200 up to £1000; then after that 20% of actual costs
Highways - Licences - Consideration of an application for consent for the obligation to erect a hoarding or fence in accordance with Section 172(1) of the 1980 Act to be dispensed with pursuant to sub-section (2) of that Section.	S	Z	£200 + £400 returnable deposit on satisfactory completion	£ -	£200 + £400 returnable deposit on satisfactory completion	Z	£210 for first month + £400 refundable deposit, £62 per month thereafter	£ -	£210 for first month + £400 refundable deposit, £62 per month thereafter
Highways - Licences - Consideration of an application for consent temporarily to deposit building materials, rubbish or other things in a street that is a highway maintainable at the public expense or to make a temporary excavation in it, and the undertaking of site inspections to monitor compliance with such consent pursuant to Section 171(1),(2) (4) and (5) of the 1980 Act.	S	Z	£200 for up to 14 days, £50 for each additional week thereafter, +£400 refundable deposite if no damage caused	£ -	£200 for up to 14 days, £50 for each additional week thereafter, +£400 refundable deposite if no damage caused	Z	£220 for up to 14 days, £50 for each additional week thereafter, +£400 refundable deposite if no damage caused	£ -	£220 for up to 14 days, £50 for each additional week thereafter, +£400 refundable deposite if no damage caused
Highways - License for table and chair arrangements on the public highway £250 per table (max 4 chairs per table) with a maximum of £2000 capped on application.	D	E	£ 250.00	£ -	£ 250.00	E	£ 250.00	£ -	£ 250.00
Highways - Provision of (or recovery of) white bar markings	D	O	£ 150.00	£ -	£ 150.00	O	£ 150.00	£ -	£ 150.00
Highways = Registration Fee for Skip Companies to operate in Thurrock	D	E	£ 60.00		£ 60.00	E	£ 60.00	£ -	£ 60.00
Highways - Skip License (to Skip Companies)	D	E	£35 for up to 7 days and up to every 7 days thereafter	£ -	£35 for up to 7 days and up to every 7 days thereafter	E	£35 for up to 7 days and up to every 7 days thereafter	£ -	£35 for up to 7 days and up to every 7 days thereafter
New Highways Information - Searches and Enquiries	D	O	£60 per hour	£ -	£60 per hour	O	£ 65.00	£ -	£ 65.00
Passenger Transport - DBS Check	D	Z	£ 55.00	£ -	£ 55.00	Z	£ 55.00	£ -	£ 55.00
Passenger Transport - The issue by a County Council, District Council, passenger transport authority or passenger transport executive in England, a County Council or County Borough Council in Wales, to a person eligible to receive travel concessions under a scheme established under Section 93 of the Transport Act 1985, of - (b) a duplicate by a London Borough Council or the Common Council of the City of London of a travel concession permit pursuant to section 52(4) of the London Regional Transport Act 1984 or pursuant to section 53(2)(b) of that Act in accordance with arrangements under section 50(1).	D	O	£ 10.00	£ -	£ 10.00	O	£ 10.00	£ -	£ 10.00
Passenger Transport - The issue by a County Council, District Council, passenger transport authority or passenger transport executive in England, a County Council or County Borough Council in Wales, to a person eligible to receive travel concessions under a scheme established under Section 93 of the Transport Act 1985, of - (a) any permit or other document as evidence of entitlement to receive travel concessions	S	O	£ -	£ -	£ -	O	£ -	£ -	£ -
Passenger Transport - Utilities request for bus stop to be suspended	D	Z	£75 per day	£ -	£75 per day	Z	£75 per day	£ -	£75 per day
Permit Fees - Road Category - Cat 0-2 & TS - Immediate	D	E	£ 55.00	£ -	£ 55.00	E	£ 60.00	£ -	£ 60.00
Permit Fees - Road Category - Cat 0-2 & TS - Major	D	E	£ 215.00	£ -	£ 215.00	E	£ 240.00	£ -	£ 240.00
Permit Fees - Road Category - Cat 0-2 & TS - Major (PAA)	D	E	£ 95.00	£ -	£ 95.00	E	£ 105.00	£ -	£ 105.00
Permit Fees - Road Category - Cat 0-2 & TS - Minor	D	E	£ 60.00	£ -	£ 60.00	E	£ 65.00	£ -	£ 65.00



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Permit Fees - Road Category - Cat 0-2 & TS - Permit Variation	D	E	£ 45.00	£ -	£ 45.00	E	£ 45.00	£ -	£ 45.00
Permit Fees - Road Category - Cat 0-2 & TS - Standard	D	E	£ 120.00	£ -	£ 120.00	E	£ 130.00	£ -	£ 130.00
Permit Fees - Road Category - Cat 3&4 No TS - Immediate	D	E	£ 35.00	£ -	£ 35.00	E	£ 40.00	£ -	£ 40.00
Permit Fees - Road Category - Cat 3&4 No TS - Major	D	E	£ 140.00	£ -	£ 140.00	E	£ 150.00	£ -	£ 150.00
Permit Fees - Road Category - Cat 3&4 No TS - Major (PAA)	D	E	£ 70.00	£ -	£ 70.00	E	£ 75.00	£ -	£ 75.00
Permit Fees - Road Category - Cat 3&4 No TS - Minor	D	E	£ 40.00	£ -	£ 40.00	E	£ 45.00	£ -	£ 45.00
Permit Fees - Road Category - Cat 3&4 No TS - Permit Variation	D	E	£ 35.00	£ -	£ 35.00	E	£ 35.00	£ -	£ 35.00
Permit Fees - Road Category - Cat 3&4 No TS - Standard	D	E	£ 70.00	£ -	£ 70.00	E	£ 75.00	£ -	£ 75.00
Right of Way - Additional costs may be payable in the event of a public enquiry under the Highways Act 1980 Section 302 and / or Local Government Act 1972 Section 250	S	O	Actual costs of advertising and officers time	£ -	Actual costs of advertising and officers time	O	Actual costs of advertising and officers time	£ -	Actual costs of advertising and officers time
Rights of Way - Application for Highways Deposits of Statement, Maps and Declarations (Section 31(6) of the Highways Act 1980)	S	O	£200 fee for the first parcel of land + £25 for each additional parcel	£ -	£200 fee for the first parcel of land + £25 for each additional parcel	O	£200 fee for the first parcel of land + £25 for each additional parcel	£ -	£200 fee for the first parcel of land + £25 for each additional parcel
Rights of Way - Local Authority Recovery of Costs for Public Path Orders Regulations 1993	S	O	£ 1,800.00	£ -	£ 1,800.00	O	£ 1,800.00	£ -	£ 1,800.00
Rights of Way - Public Path Creation Order (section 25 and 26 of the Highways Act 1980)	S	O	£ 1,000.00	£ -	£ 1,000.00	O	£ 1,000.00	£ -	£ 1,000.00
Stopping up of public highway - section 116 & 117 highways act 1980	D	O				O	£2,500 minimum charge, or £65 per hour in excess of this	£ -	£2,500 minimum charge, or £65 per hour in excess of this
Street Naming and Numbering - Re-naming of individual properties (Per property charge)	D	O	£ 60.00	£ -	£ 60.00	O	£ 62.00	£ -	£ 62.00
Street Naming and Numbering - New Properties - 1-5 Properties 4 weeks administration	D	O	£ 154.50	£ -	£ 154.50	O	£ 159.00	£ -	£ 159.00
Street Naming and Numbering - New Properties - 6-25 Properties 6 weeks administration	D	O	£ 250.00	£ -	£ 250.00	O	£ 260.00	£ -	£ 260.00
Street Naming and Numbering - New Properties - 26-75 Properties 8 weeks administration	D	O	£ 360.00	£ -	£ 360.00	O	£ 370.00	£ -	£ 370.00
Street Naming and Numbering - New Properties - 76-100 Properties 10-12 weeks administration	D	O	£ 460.00	£ -	£ 460.00	O	£ 475.00	£ -	£ 475.00
Street Naming and Numbering - New Properties - Over & Above 100 Properties - for every additional property	D	O	£ 30.00	£ -	£ 30.00	O	£ 31.00	£ -	£ 31.00
Street Naming and Numbering - New Properties - Re-naming of a building/block flat/industrial estate	D	O	£ 135.00	£ -	£ 135.00	O	£ 140.00	£ -	£ 140.00
Street Naming and Numbering - Renaming of Street where requested by residents up to 50 properties	D	O	£ 250.00	£ -	£ 250.00	O	£ 260.00	£ -	£ 260.00
Street Naming and Numbering - Renaming of Street where requested by residents 51 and over properties	D	O	£ 450.00	£ -	£ 450.00	O	£ 465.00	£ -	£ 465.00
Street Naming and Numbering - Naming of new roads on new developments - Each new road name	D	O		£ -	£ -	O	£ 205.00	£ -	£ 205.00
Traffic Management - or the giving of a notice under Section 14(2) of the 1984 Act for the reason mentioned in Section 14(1)(a).	S	O	£ 580.00	£ -	£ 580.00	O	£ 580.00	£ -	£ 580.00
Traffic Management - Anything done by a local authority in connection with or in consequence of a request to the Authority, the Chief Officer of Police or any other person specified by or under an order made under Section 49(4) of the 1984 Act to suspend the use of a parking place or any part of it.	S	O	£ 1,000.00	£ -	£ 1,000.00	O	£ 1,000.00	£ -	£ 1,000.00
Traffic Management - Anything done by a local traffic authority in connection with or in consequence of a request to vary an order under Section 1,6,9 or 14 of the 1984 Act so as to create an exemption or exclusion from a prohibition or restriction imposed by the Order on the stopping, parking waiting, loading or unloading of vehicles on a road.	S	O	£ 1,500.00	£ -	£ 1,500.00	O	£ 1,500.00	£ -	£ 1,500.00
Traffic Management - Anything done by a local traffic authority in connection with or in consequence of an event requiring traffic management measures	D	O	Actual costs + 20% admin	£ -	Actual costs + 20% admin	O	Actual Costs plus £200 upto £1000; then after that 20% if greater	£ -	Actual Costs plus £200 upto £1000; then after that 20% if greater
Traffic Management - Anything done by a local traffic authority in connection with or in consequence of the making of an order under Section 14(1)	S	O	£ 1,000.00	£ -	£ 1,000.00	O	£ 1,000.00	£ -	£ 1,000.00
Traffic Management - Anything done by a local traffic authority in consequence of a request to revoke or amend an order under Section 6,32(1) (b) or 45 of the 1984 Act so that a particular length of road may cease to be a place where vehicles may be parked in accordance with the order.	S	O	£ 1,500.00	£ -	£ 1,500.00	O	£ 1,500.00	£ -	£ 1,500.00
Traffic Management - Consideration by a local authority of a request that, under Section 65(1) of the 1984 Act, it cause or permit a traffic sign (not being a sign which fulfils the conditions specified in Section 65(3A)(i) and (ii) to be placed on or near a road to indicate the route to specified land or premises.	S	O	£ 155.00	£ -	£ 155.00	O	£ 165.00	£ -	£ 165.00
Traffic Management - Permitting - Fixed Penalty Notices (FPN) - Working in breach of a condition (This is the same as FPN penalties under the notice system, the Authority may extend the 36 day period at its discretion in any particular case)	S	O	£120 if paid within 36 days, discounted to £80 if paid within 29 days	£ -	£120 if paid within 36 days, discounted to £80 if paid within 29 days	O	£120 if paid within 36 days, discounted to £80 if paid within 29 days	£ -	£120 if paid within 36 days, discounted to £80 if paid within 29 days

Name of fee or Charge Planning, Transport & Regeneration	Statutory/ Discretionary Charge	VAT Status 18/19	2018/19			2019/20			
			Charge excl. VAT	VAT Amount	Charge incl. VAT	Charge excl. VAT	VAT Amount	Charge incl. VAT	
Traffic Management - Permitting - Fixed Penalty Notices (FPN) - Working without a permit (The Authority may extend the 36 day period at its discretion in any particular case)	S	O	£500 if paid within 36 days, discounted to £300 if paid within 29 days	£ -	£500 if paid within 36 days, discounted to £300 if paid within 29 days	O	£500 if paid within 36 days, discounted to £300 if paid within 29 days	£ -	£500 if paid within 36 days, discounted to £300 if paid within 29 days
Traffic Management - The placing by a local traffic authority of a traffic sign pursuant to Section 65(1) of the 1984 Act in accordance with a request of the kind referred to in the preceding paragraph.	S	O	£ 155.00	£ -	£ 155.00	O	£ 165.00	£ -	£ 165.00
Traffic Management - Traffic Signal data information	D	S	Actual cost(Min £155)	£ -	Actual cost(Min £155)	S	Actual Costs (min charge £160) (plus VAT)	£ -	Actual Costs (min charge £160) (plus VAT)
Traffic Management - Wide load arrangements	S	O	Actual costs + 20% Admin	£ -	Actual costs + 20% Admin	O	Actual Costs plus £200 upto £1000; then after that 20% if greater	£ -	Actual Costs plus £200 upto £1000; then after that 20% if greater
Transport Development - Accident data provision	D	Z	£ 170.00	£ -	£ 170.00	Z	£ 170.00	£ -	£ 170.00
Transport Development - Commercial access; no adoptable road (fee is for checking drawing and supervision works)	S	O	min fee £5k 9% of cost. Hoarding - Deposit £200 per spm, fee 10% of deposit	£ -	min fee £5k 9% of cost. Hoarding - Deposit £200 per spm, fee 10% of deposit	O	min fee £5k 9% of cost. Hoarding - Deposit £200 per spm, fee 10% of deposit	£ -	min fee £5k 9% of cost. Hoarding - Deposit £200 per spm, fee 10% of deposit
Transport Development - Commercial access; with adoptable distributor road Section 278 agreement (Fee is for checking drawings and supervision of works)	S	O	Min Fee £5k 10% of cost; split over 4% for checking drawings and 6% supervision Hoarding - Deposit £120 per spm, fee 10% of deposit	£ -	Min Fee £5k 10% of cost; split over 4% for checking drawings and 6% supervision Hoarding - Deposit £120 per spm, fee 10% of deposit	O	Min Fee £5k 10% of cost; split over 4% for checking drawings and 6% supervision Hoarding - Deposit £120 per spm, fee 10% of deposit	£ -	Min Fee £5k 10% of cost; split over 4% for checking drawings and 6% supervision Hoarding - Deposit £120 per spm, fee 10% of deposit
Transport Development - Commuted sums for highway & ancillary works arising from development	D	Z	25% of bond figure over a 60 year period - reduction factor 3.5% per annum	£ -	25% of bond figure over a 60 year period - reduction factor 3.5% per annum	Z	25% of bond figure over a 60 year period - reduction factor 3.5% per annum	£ -	25% of bond figure over a 60 year period - reduction factor 3.5% per annum
Transport Development - Crane oversail licence (temporary during construction). Applicable when cranes operate over the public highway	S	O	£ 200.00	£ -	£ 200.00	O	£ 200.00	£ -	£ 200.00
Transport Development - Crane oversail licence (temporary during construction). Applicable when cranes operate over the public highway - Deposit	S	O	£500-£5000	£ -	£500-£5000	O	£500-£5000	£ -	£500-£5000
Transport Development - Department Publications	D	Z	Purchase price set by Delegated Officer	£ -	Purchase price set by Delegated Officer	Z	Purchase price set by Delegated Officer	£ -	Purchase price set by Delegated Officer
Transport Development - Development Control Design guide for the constructions of adoptable works	D	Z	£ 60.00	£ -	£ 60.00	Z	£ 60.00	£ -	£ 60.00
Transport Development - Flat only development's; no adoptable road (fee is for checking drawing and supervision of works)	S	O	Min Fee £5k 10% of cost; split over 4% for checking drawings and 6% supervision Hoarding - deposit £120 per spm, fee 10% of deposit	£ -	Min Fee £5k 10% of cost; split over 4% for checking drawings and 6% supervision Hoarding - deposit £120 per spm, fee 10% of deposit	O	Min Fee £5k 10% of cost; split over 4% for checking drawings and 6% supervision Hoarding - deposit £120 per spm, fee 10% of deposit	£ -	Min Fee £5k 10% of cost; split over 4% for checking drawings and 6% supervision Hoarding - deposit £120 per spm, fee 10% of deposit
Transport Development - Incidental Technical Information	D	Z	Case by case basis	£ -	Case by case basis	Z	Case by case basis	£ -	Case by case basis
Transport Development - New Adoptable Residential Estate Road with standard Bellmouth Section 278 (Fee is for checking drawings and supervision of works)	S	O	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	O	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600
Transport Development - New Adoptable Residential Estate Road with standard Bellmouth Section 38 (Fee is for checking drawings and supervision of works)	S	O	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	O	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600

Name of fee or Charge Planning, Transport & Regeneration	Statutory/ Discretionary Charge	VAT Status 18/19	Charge excl. VAT 2018/19	VAT Amount 2018/19	Charge incl. VAT 2018/19	VAT Status 19/20	Charge excl. VAT 2019/20	VAT Amount 2019/20	Charge incl. VAT 2019/20
Transport Development - Residential Estate Road Bellmouth to private drive, access to distributor roads or higher category by Section 278 agreement (Fee is for checking drawings and supervision of works) Lower category roads serving 5 units – Section 184 cross over application	S	O	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	O	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	UP to £30k min £5k Up to £1m, 10% of cost Over £1m, 6% pf cost Hording deposit £120 per sqm of highway enclosed Hoarding fee 10% of deposit, min £600
Transport Development - Temporary Construction Access Licence	S	O	£ 200.00	£ -	£ 200.00	O	£ 200.00	£ -	£ 200.00
Transport Development - Temporary Construction Access Licence - Deposit	S	O	£500-£5000	£ -	£500-£5000	O	£500-£5000	£ -	£500-£5000
Travel Plans - Monitoring Travel Plans - Large Developments	S	Z	£ 2,470.00	£ -	£ 2,470.00	Z	£ 2,593.50	£ -	£ 2,593.50
Travel Plans - Monitoring Travel Plans - Large developments where two or more land-uses on-site exceed the DfT thresholds, or the development in total is double the threshold	S	Z	£ 3,710.00	£ -	£ 3,710.00	Z	£ 3,895.50	£ -	£ 3,895.50
Travel Plans - Monitoring Travel Plans - Small Developments	S	Z	£ 865.20	£ -	£ 865.20	Z	£ 908.50	£ -	£ 908.50
Road Safety - Scooter Training (primary schools)	D	Z				Z	£30.00 per session (10 pupils max)	£ -	£30.00 per session (10 pupils max)
Building Control Fees - Upon application with the Thurrock Council Building Control department	D	Z	POA	£ -	POA	Z	POA	£ -	POA
Local Land Charges - Additional parcel - commercial	S	O	£ 35.00	£ -	£ 35.00	O	£ 47.00	£ -	£ 47.00
Local Land Charges - Additional parcel - personal search	S	O	£ 2.00	£ -	£ 2.00	O	£ 8.00	£ -	£ 8.00
Local Land Charges - Additional parcel - residential	S	O	£ 28.00	£ -	£ 28.00	O	£ 36.00	£ -	£ 36.00
Local Land Charges - Cancellation fee for Con29 search	S	O	£ 75.00	£ -	£ 75.00	O	£ 80.00	£ -	£ 80.00
Local Land Charges - Charges for a copy of the local land charges search	S	O	£ 15.00	£ -	£ 15.00	O	£ 20.00	£ -	£ 20.00
Local Land Charges - Con290 - Per question	S	S	£ 22.00	£ 4.40	£ 26.40	S	£ 29.00	£ 5.80	£ 34.80
Local Land Charges - Copy of agreements and tree preservation orders	S	O	£ 30.00	£ -	£ 30.00	O	£ 30.00	£ -	£ 30.00
Local Land Charges - Copy of planning decision and enforcement notices	S	O	£ 15.00	£ -	£ 15.00	O	£ 15.00	£ -	£ 15.00
Local Land Charges - Copy of smoke control order	S	O	£ 7.00	£ -	£ 7.00	O	£ 7.00	£ -	£ 7.00
Local Land Charges - Electronic Format - Con29R Search - commercial	S	S	£ 135.83	£ 27.17	£ 163.00	S	£ 155.00	£ 31.00	£ 186.00
Local Land Charges - Electronic Format - Con29R Search - residential	S	S	£ 86.67	£ 17.33	£ 104.00	S	£ 113.33	£ 22.67	£ 136.00
Local Land Charges - Form LLC1 Only	S	O	£ 21.00	£ -	£ 21.00	O	£ 39.00	£ -	£ 39.00
Local Land Charges - Personal search request and viewing of information	S	O	Free	Free	Free	O	Free of Charge	£ -	Free of Charge
Pre application fees - Householder - written only	D	S	£ 50.00	£ 10.00	£ 60.00	S	£ 50.00	£ 10.00	£ 60.00
Pre application fees - Householder - written with 1/2 hour meeting	D	S	£ 80.00	£ 16.00	£ 96.00	S	£ 80.00	£ 16.00	£ 96.00
Pre application fees - Householder - proposals in conservation areas/works to listed building inc. 1/2 hour meeting (with planning officer and conservation officer)	D	S	£ 280.00	£ 56.00	£ 336.00	S	£ 280.00	£ 56.00	£ 336.00
Pre application fees - Householder - single dwelling (replacement and residential annexe) inc. 1/2 hour meeting	D	S	£ 150.00	£ 30.00	£ 180.00	S	£ 150.00	£ 30.00	£ 180.00
Pre application fees - Householder - single dwelling (replacement or residential annexe) in conservation are or listed building, inc. 1/2 hour meeting (with planning officer and conservation officer)	D	S	£ 350.00	£ 70.00	£ 420.00	S	£ 350.00	£ 70.00	£ 420.00
Pre application fees - Householder - Alterations to listed building (whether residential or commercial) inc/ 1/2 hour meeting, (with planning officer and conservation officer)	D	S	£ 280.00	£ 56.00	£ 336.00	S	£ 280.00	£ 56.00	£ 336.00
Pre application fees - Minor development inc. 1 hour meeting	D	S	£ 430.00	£ 86.00	£ 516.00	S	£ 430.00	£ 86.00	£ 516.00
Pre application fees - Major development inc. 1 hour meeting	D	S	£ 1,440.00	£ 288.00	£ 1,728.00	S	£ 1,440.00	£ 288.00	£ 1,728.00
Pre application fees - Strategic development	D	S	POA	£ -	POA	S	POA	£ -	POA
Pre application fees - Follow up meetings Minor	D	S	£120 per hour	£ -	£120 per hour	S	£120 per hour	£ -	£120 per hour
Pre application fees - Follow up meetings Major	D	S	£360 per hour	£ -	£360 per hour	S	£360 per hour	£ -	£360 per hour
Pre application fees - Follow up meetings Householder	D	S	£50 per hour	£ -	£50 per hour	S	£50 per hour	£ -	£50 per hour
Pre application fees - Additional attendance (ecology/listed building) in addition to follow up meeting cost	D	S	£200 per hour per specialist	£ -	£200 per hour per specialist	S	£200 per hour per specialist	£ -	£200 per hour per specialist
Advertising on bus stops timetable case - A4 SIZE - per 6 month period	D	S	£ 100.00	£ 20.00	£ 120.00	S	£ 100.00	£ 20.00	£ 120.00
Advertising on bus stops timetable case - A3 SIZE - per 6 month period	D	S	£ 200.00	£ 40.00	£ 240.00	S	£ 200.00	£ 40.00	£ 240.00
Transport - MOT Test Station Services - MOT'S class 4 and 7	D	E	£ 35.00	£ -	£ 35.00	E	£35	0	£ 35.00
Transport - MOT Test Station Services - MOT'S class 4 and 7 Retest Fee	D	E	£ 15.00	£ -	£ 15.00	E	£15	0	£ 15.00
Transport - MOT Test Station Services - MOT'S class 5	D	E	£ 50.00	£ -	£ 50.00	E	£50	0	£ 50.00
Transport - MOT Test Station Services - MOT'S class 5 Retest Fee	D	E	£ 20.00	£ -	£ 20.00	E	£20	0	£ 20.00
Planning Performance Agreement (PPA) - Small urban extensions (up to 1,499 units) p.a.	D	S	£ 62,500.00	£ 12,500.00	£ 75,000.00	S	£ 75,000.00	£ 15,000.00	£ 90,000.00
Planning Performance Agreement (PPA) - Large urban extensions (over 1,500 units) p.a.	D	S	£ 83,333.33	£ 16,666.67	£ 100,000.00	S	£ 100,000.00	£ 20,000.00	£ 120,000.00
Planning Performance Agreement (PPA) - New settlement p.a.	D	S	£ 125,000.00	£ 25,000.00	£ 150,000.00	S	£ 150,000.00	£ 30,000.00	£ 180,000.00
Planning Performance Agreement (PPA) - Others (10 to 99 units) p.a.	D	S	£ 8,333.33	£ 1,666.67	£ 10,000.00	S	£ 10,000.00	£ 2,000.00	£ 12,000.00
Planning Performance Agreement (PPA) - Others (100 - 499 units) p.a.	D	S	£ 20,833.33	£ 4,166.67	£ 25,000.00	S	£ 25,000.00	£ 5,000.00	£ 30,000.00
Planning Performance Agreement (PPA) - Others (over 500 units and over) p.a.	D	S	£ 41,666.67	£ 8,333.33	£ 50,000.00	S	£ 50,000.00	£ 10,000.00	£ 60,000.00

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APPENDIX 2

Name of fee or Charge Planning, Transport & Regeneration	Statutory/ Discretionary Charge	VAT Status 18/19	2018/19			VAT Status 19/20	2019/20		
			Charge excl. VAT	VAT Amount	Charge incl. VAT		Charge excl. VAT	VAT Amount	Charge incl. VAT
Non Commercial Matters - Stanley Lazell Memorial Hall Dell Road - 5. Whole Hall hire Daytime/ Weekends per hour	D	E	£ 23.00	£ -	£ 23.00	E	£ -	£ -	
Local Land Charges - Con29R - Unrefined data search package	S	S	£ 40.00	£ 8.00	£ 48.00	S	£ -	£ -	
Local Land Charges - Paper Format - Con29R Search - commercial	S	S	£ 140.00	£ 28.00	£ 168.00	S	£ -	£ -	
Local Land Charges - Paper Format - Con29R Search - residential	S	S	£ 90.00	£ 18.00	£ 108.00	S	£ -	£ -	

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# Work Programme

**Committee:** Planning, Transport, Regeneration Overview and Scrutiny Committee

**Year:** 2018/2019

**Dates of Meetings:** 4 July 2018, 11 September 2018, 6 November 2018, 8 January 2019, 12 March 2019

Topic	Lead Officer	Requested by Officer/Member
<b>4 July 2018</b>		
Local Plan Update		Members
<b>11 September 2018</b>		
Tilbury IMC Report	Rebecca Ellsmore	Officer
Bus Shelter Procurement Paper	Andrew Austin	Officer
C2C and Network Rail to attend in relation to contingency plans, communications etc.	Matt Kiely	Members
Procurement for Bus Route 11 & 374		Officers
Work Programme	Democratic Services	Standard Item
<b>Extraordinary Meeting 17 October</b>		
Thurrock Local Plan Issues and Options (Stage 2)	Andrew Millard	
Establishment of a Task Force in relation to the Local Development Plan	Andrew Millard	Members
<b>6 November 2018</b>		
Briefing: Purfleet Centre Update	Rebecca Ellsmore	Members

## Work Programme

Fees and Charges Pricing Strategy 2019/20	Andrew Austin	Officer
Work Programme	Democratic Services	Standard Item
<b>8 January 2019</b>		
Freight and Logistics (TBC)	Andrew Millard	Officer
Update on Schemes; Grays Town Centre Traffic Flow Stanford Transport Hub		Members
Grays Underpass Development Update		
Work Programme	Democratic Services	Standard Item
<b>12 March 2019</b>		
Work Programme	Democratic Services	Standard Item
<b>TBC</b>		
Highways, Maintenance, Efficiency Programme (HMEP) and Asset Management	Julie Rogers	<i>Removed by Officer</i>