

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 **6.00 pm** on **8 December 2020**

**Due to government guidance on social distancing and COVID-19, members of the press and public will not be able to attend the meeting of Planning, Transport, Regeneration Overview and Scrutiny Committee on 8 December 2020. The meeting will be available to watch online live at: [www.thurrock.gov.uk/webcast](http://www.thurrock.gov.uk/webcast)**

**Council Chamber, Civic Offices, New Road, Grays, Essex, RM17 6SL  
(Venue for Members only)**

## **Membership:**

Councillors John Allen (Chair), David Van Day (Vice-Chair), Alex Anderson, Oliver Gerrish, Martin Kerin and David Potter

## **Substitutes:**

Councillors Steve Liddiard, Sue Hooper, Gerard Rice and Luke Spillman

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## **Agenda**

Open to Public and Press

	<b>Page</b>
<b>1. Apologies for Absence</b>	
<b>2. Minutes</b>	<b>5 - 8</b>
To approve as a correct record the minutes of the Planning, Transport, Regeneration Overview and Scrutiny Committee meeting held on 13 October 2020.	
<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.</b>	<b>Declaration of Interests</b>	
<b>5.</b>	<b>Fees and Charges Pricing Strategy 2021/2022</b>	<b>9 - 24</b>
<b>6.</b>	<b>Electric Vehicle Charging</b>	<b>25 - 34</b>
<b>7.</b>	<b>Stanford-le-Hope Interchange Report</b>	<b>35 - 38</b>
<b>8.</b>	<b>A13 Update Report</b>	<b>39 - 44</b>
<b>9.</b>	<b>Grays Town Investment Plan</b>	<b>45 - 52</b>
<b>10.</b>	<b>Tilbury Town Investment Plan</b>	<b>53 - 60</b>
<b>11.</b>	<b>Purfleet Centre Regeneration</b>	<b>61 - 70</b>
<b>12.</b>	<b>Planning Transport and Regeneration Overview and Scrutiny Committee Work Programme</b>	<b>71 - 74</b>

#### Exclusion of the Public and Press

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

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

<b>13.</b>	<b>Item 11 - Purfleet Centre Regeneration Appendices</b>	<b>75 - 92</b>
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#### **Queries regarding this Agenda or notification of apologies:**

Please contact Kenna-Victoria Healey, Senior Democratic Services Officer by sending an email to [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)

Agenda published on: **30 November 2020**

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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 13 October 2020 at 7.00 pm

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**Present:** Councillors John Allen (Chair), David Van Day (Vice-Chair), Alex Anderson, Martin Kerin and David Potter

**Apologies:** Councillors Oliver Gerrish

**In attendance:** Andrew Millard, Director of Place  
Leigh Nicholson, Interim Assistant Director of Planning, Transport and Public Protection  
Chris Anderson, Head of Communications at C2C  
Mat Kiely, Transportation Services Strategic Lead  
Kenna-Victoria Healey, Senior 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.

### **14. Minutes**

The minutes of the Planning, Transport, Regeneration Overview and Scrutiny Committee held on 7 September 2020 was approved as a true and correct record

### **15. Items of Urgent Business**

There were no items of urgent business.

### **16. Declaration of Interests**

There were no declarations of interest.

### **17. c2c Update**

The Head of Communications at C2C started his update by advising the Committee that a lot had happened in the last seven months and continued by updating Members of the present and future situation, rather than looking back at the past.

Members heard that a full train service has been in operation since mid-May with a new timetable in place since the start of COVID-19. He continued to advise there was a minimum of eight carriages per train and this meant that unfortunately not all services could be run. Passenger numbers as expected were significantly lower, therefore they were running at 40% capacity, this had been higher until the government's announcement that those who could work from home should do so.

It was remarked the busiest trains were the ones arriving into central London before 8am, this was due to Key Workers making their way into the city with the trains after 8am being quieter due to less office staff travelling.

The Committee were advised C2C took passenger safety seriously and wanted passengers to be able to travel with confidence, ways in which this had been undertaken was maximising space on trains, increasing the level of cleaning at all stations as well as ensuring that hand sanitiser was really available at all stations. They were continuing to issue passengers with travel advice such as when was the best time to travel and this had been carried out with posters around stations, daily announcements and other signage. Passengers were being asked to follow the travel advice given by C2C which had come from government advice, such as washing hands before and after journeys, keeping apart from others went on the train, and if possible using contactless payments when purchasing tickets.

Mr Atkinson moved on to talk about face coverings and their importance. He advised Members, passengers had been asked to wear face coverings since mid-June and although they could not enforce this, they were encouraging passengers to wear a face mask or face covering when travelling, unless they had an exception and were unable to do so.

The Chair of the Committee thanked Mr Atkinson for his update and queried in terms of a decline in capacity what the percentage was since start of the pandemic. Mr Atkinson said the service had dropped to 40% however was currently back to running at 97%.

## **18. Sustainable Travel and Movement in Thurrock Transport Strategy Refresh Update**

The Interim Assistant Director for Planning, Transport and Public Protection introduced report and, in doing so informed Members that at the last meeting Officers had advised of the approach to the Local Plan and in order to ensure that the required infrastructure was provided, it was necessary to update the Council's existing Transport Strategy to identify current and future needs and opportunities for intervention to support sustainable growth.

The Transportation Services Strategic Lead addressed Members explaining that Thurrock had one of the most significant growth-led regeneration agendas in the country. He continued to highlight it was vital to ensure future growth was supported by the right transport infrastructure, providing sustainable travel options for local communities and businesses whilst reducing congestion and improving air quality.

Members heard how there were a number of steps in the process of preparing the updated Transport Strategy, including technical baseline assessments, strategic transport visioning and engagement with statutory consultees, partner agencies, businesses and community groups. There would also be a suite of supporting strategies and plans that accompanied the Transport Strategy, including Active Travel, Parking, Freight, Air Quality and Health.



It was outlined that the Transport Strategy should be developed in parallel with the Local Plan and in doing so should properly assess all the likely transport interventions required to deliver sustainable growth in the Borough and define and establish details of specific transport infrastructure.

The Chair of the Committee thanked Officers for their report and continued by querying the impact of the London Resort Development which would use the riverfront at Tilbury and whether there would be the use of a carpark. Officers explained it was important that new developments fed into the model of the new strategy and this would include any impact and mitigation which could take place.

Councillor Van Day enquired as to whether there had been any improvement to the roads around Aveley given that Heavy Goods Vehicles used the roads on a daily basis. Officers commented that Heavy Goods Vehicles in Aveley had been a long-standing issue, he advised that Aveley would be included on a list within the transport strategy to help identify and fund future projects. Councillor Van-Day also asked if the Thurrock Transport Strategy would consider a new Rail Station in Aveley. Officers suggested that this would be difficult to deliver as Network Rail had not identified this location and improved access to existing stations should be the focus.

It was discussed if there were any patterns of impact from Covid 19 on transport services and what these were. The Transportation Services Strategic Lead explained that modelling work was a requirement and Officers were seeking the same question and waiting to understand if an algorithm or calculation could be applied to the Covid19 impacts. He continued to explain that the transport network was not as busy as normal due to people working from home therefore the potential of people travelling which would impact the network was reducing.

Members thanked Officers for the report and asked if they could be kept up-to-date with regards to the impact from Covid 19 on the transport network. Offices confirmed that regular updates would be presented over the next 18 months once further data had been captured.

#### **RESOLVED:**

- 1. That the Planning, Transport and Regeneration Overview & Scrutiny Committee noted the progress made in preparing an updated Thurrock Transport Strategy and endorse the approach set out within this report.**

#### **19. Planning Transport Regeneration Overview and Scrutiny Committee Work Programme 2020/2021**

The Chair presented the work programme to the Committee and asked for any comments or amendments. Members commented that the current meeting had only two items, however the December meeting had a number of big items and queried as to why this was.

At the request of the Chair the Senior Democratic Services Officer explained that some items could be presented to the Committee prior to the meeting in December as briefing notes, for example the build build build report which had been suggested by the Portfolio Holder, could be circulated to Members of the Committee for them to make a decision on whether they would like to see a full report or perhaps a report on items within that particular project.

It was further explained that some items on the work programme for the December meeting were to be presented to the Cabinet and therefore were being presented to the Committee beforehand.

The Chair requested that Officers work on the work programme to highlight which items could be presented as briefing notes and report back to the Chair for agreement before circulating them to the committee.

**RESOLVED:**

**That Officers meet to develop the Work Programme and identify reports to be presented as briefing notes.**

**The meeting finished at 7.38 pm**

Approved as a true and correct record

**CHAIR**

**DATE**

Any queries regarding these Minutes, please contact Democratic Services at [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)

<b>8 December 2020</b>		<b>ITEM: 5</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>		
<b>Fees and Charges Pricing Strategy 2021/2022</b>		
<b>Wards and communities affected:</b> All	<b>Key Decision:</b> Key	
<b>Report of:</b> Kelly McMillan, Business Development Manager		
<b>Accountable Assistant Director:</b> Leigh Nicholson, Assistant Director Planning Transport and Public Protection, Julie Nelder, Assistant Director Highways, Fleet and Logistics, Michelle Thompson, Corporate Property.		
<b>Accountable Director:</b> Andy Millard, Director of Place, Julie Rogers, Director of Environment, Highways and Counter Fraud Sean Clark, Corporate Director of Finance, Governance and Property		
<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 2021, 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. We have also taken into account the effect that Covid-19 has and will continue to have on services, residents and the local economy.

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. Recommendations**

**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. Introduction and Background**

2.1 This paper describes the fees and charges approach for the services within the Planning, Transport and Regeneration Overview and Scrutiny Committee remit for 2021/22 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 Management
- Building Control
- Land Charges
- Corporate Property and Assets
- Property related lease, letting and licensing
- Public Protection

## **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 2021/22 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 )
- Consideration with regards to COVID 19 and the impact on fees & charges locally & nationally
- What new charges might we want to introduce for this financial year
- How do our charges compare with neighbouring boroughs
- How do our charges compare to neighbouring 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 charge
- 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.
- **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 Agreements** – uses the number of properties being developed by the developer per annum to set the charge levels.
- **Street Naming** – use tiered charges based on number of properties

3.5 The key following points should be noted for 2021/22 fees and charges:

- **Permits** – fees and charges are unchanged for the 1<sup>st</sup> and 2<sup>nd</sup> residents permits and increased 2.94% (£2) for the 3<sup>rd</sup> permit for 2021/22.
- **Annual commuter car park permits** - have been reduced by 25% (-£250) with a view to encourage take up of annual passes.
- **Parking Bays** – suspension fees remain unchanged for 2021/22
- **Parking Charges** – remain unchanged for 2021/22.
- **Penalty Charge Notices** – are set statutorily and unchanged for 2021/22
- **Highways infrastructure** – four new fees have been introduced within this area regarding temporary construction, 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.
- **Transport Development** – the main transport and development fees and charges are unchanged for 2021/22, with the exception of data provision,

crane oversail, design guide, temp construction licence which have increased slightly around 2%-3% (£2-£5)

- **Transport (Fleet)** – Vehicular MOT Testing – charges remain unchanged for 2021/22.
- **Pre-Planning Application** – charges have increased slightly for 2021/22 around 2% - £3% (£1-£48 (major developments))
- **Planning Performance Agreement** – charges are unchanged for 2021/22
- **Non Commercial Matters** – Stanley Lazzell charges have been removed for 2021/22 as this has changed its usage as no longer commercially viable
- **Land Charges** – have increased slightly for 2021/22 where applicable 2%-3% (25p - £6)

#### **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 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 Finance 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 and 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 Resident Permit are entitled to purchase Visitor Permits.

With the first book of Visitor Permits free annually to each household within a Permit area, they are provided in blocks of 20. The cost of Additional Visitor Permit sheets thereafter is £6.50, a proposed increase from £6.

## 5.2 Residents Permits

Residents, first permit and second permit will remain unchanged and will continue to be issued free of charge, a £2 increase is being proposed to the third permit. A benchmarking exercise has taken place, Thurrock charge less than neighbouring boroughs and it is proposed that this increase forms part of a phased approach continuing into 22/23.

## 5.3 Parking Charges

In order to continue to support the economy following Covid-19 and continue to support local businesses and the Council's place-making agenda, parking charges remain unchanged for 2021/22

## 5.4 Penalty Charge Notices

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

## 5.5 Bus Passes

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

Any replacement for the loss of any bus pass will be charged an admin fee, this fee remains unchanged.

## 5.6 Highways Infrastructure

To ensure works are cost neutral & we cost recover on 3rd party incidents on the Highway four new charges are proposed:

- Highway Infrastructure - Temporary Construction Access Licence which has been set at £300.
- Highway Infrastructure - Temporary Construction Access Deposit - Deposit to cover cost of reinstatement should Developer fail to reinstate correctly. Which is set as Price on Application as the price will be dependent on the cost of the reinstatement.
- Highways Infrastructure – New vehicle cross over (extension) which is set at £350 (this is our reduced rate in connection with the footway renewal programme, this is only applicable whilst planned footway works are going ahead).
- Highways Infrastructure – New vehicle cross over (stand-alone) which is set at £600 (this is our reduced rate in connection with the footway

renewal programme, this is only applicable whilst planned footway works are going ahead).

## 5.7 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 neighbouring Authorities.

Neighbouring Authorities have increased fees over the last few years and Thurrock is comparable. The fees and charges have increased slightly for 2021/22 where appropriate around 2%-3%.

## 6. Planning

### 6.1 Development Management – Standard Planning Fees

Income derived from the previous 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 Management - Additional Planning Fees

Thurrock Development Management offers other planning services that are over and above the nationally set 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 related to market share. 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.



## **7. Corporate Property and Assets**

- 7.1 Corporate property – the majority of the charges for financial year 2021/22 are Price-On-Application (POA), to more accurately reflect to the client the actual costs incurred for the services delivered.
- 7.2 Further, fees and charges related to commercial matters – Stanley Lazell have been removed as this is no longer commercially viable therefore a change of use for 2021/22 had been agreed.
- 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 neighbouring 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.
- 8.3 The wider financial implications and effect on individual service budgets will be presented in the final Cabinet Paper in February 2021

## **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: **Joanne Freeman**  
**Finance Manager**

The effect of any changes to fees and charges on individual income targets will be determined as part of the 2021-22 budget setting process in which Corporate Finance and service areas will review anticipated level of demand, fee increases, previous performance and potential associated costs. Covid-19 has significantly impacted the Authority's ability to achieve current income targets and this will be taken into consideration when setting future targets. The Council wide draft budget report will set out the 2021-22 targets across all directorates

### **11.2 Legal**

Implications verified by: **Tim Hallam**  
**Deputy Head of Law and Deputy Monitoring Officer**

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 Council's general power of competence under section 1 of the Localism Act 2011. 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 Lee**

**Team Manager, Community  
Development & Equalities**

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 2021/2022.
- Appendix 2 – Schedule of Fees and Charges no longer applicable.

### **Report Author:**

Kelly McMillan  
Business Development Manager

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Name of fee or Charge	Directorate	Overview and Scrutiny Committee	Owner	Statutory/Discretionary Charge	VAT Status 20/21	Charge excl. VAT 2020/21	VAT Amount 2020/21	Charge incl. VAT 2020/21	VAT Status 21/22	Charge excl. VAT 2021/22	VAT Amount 2021/22	Charge incl. VAT 2021/22	Change from last year (incl. VAT)	Change from last year (% incl. VAT)	New, Removed, Unchanged
Transport - MOT Test Station Services - MOT'S class 4 and 7	Environment and Highways	Planning, Transport, Regen	Matt Trott	D	E	£ 35.00	£ -	£ 35.00	E	£ 35.00	£ -	£ 35.00	£ -	-	UNCHANGED
Transport - MOT Test Station Services - MOT'S class 4 and 7 Retest Fee	Environment and Highways	Planning, Transport, Regen	Matt Trott	D	E	£ 15.00	£ -	£ 15.00	E	£ 15.00	£ -	£ 15.00	£ -	-	UNCHANGED
Transport - MOT Test Station Services - MOT'S class 5	Environment and Highways	Planning, Transport, Regen	Matt Trott	D	E	£ 50.00	£ -	£ 50.00	E	£ 50.00	£ -	£ 50.00	£ -	-	UNCHANGED
Transport - MOT Test Station Services - MOT'S class 5 Retest Fee	Environment and Highways	Planning, Transport, Regen	Matt Trott	D	E	£ 20.00	£ -	£ 20.00	E	£ 20.00	£ -	£ 20.00	£ -	-	UNCHANGED
Street Naming and Numbering - New Properties - Each additional property address thereafter	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 40.00	£ -	£ 40.00	O	£ 40.00	£ -	£ 40.00	£ -	-	UNCHANGED
Highway Gully Attendance (Key Retrieval)	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 150.00	£ -	£ 150.00	O	£ 150.00	£ -	£ 150.00	£ -	-	UNCHANGED
Initial Response Charge for attendance to an incident involving the Highway	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 405.63	£ -	£ 405.63	O	£ 405.63	£ -	£ 405.63	£ -	-	UNCHANGED
Additional charge per hour for attendance at the incidence	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 215.55	£ -	£ 215.55	O	£ 215.55	£ -	£ 215.55	£ -	-	UNCHANGED
Cost reinstatement of permanent repairs following damage to the public Highway	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	Actual cost plus 18% Contract management fee		Actual cost plus 18% Contract management fee	O	Actual cost plus 18% Contract management fee		Actual cost plus 18% Contract management fee	£ -	-	UNCHANGED
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.	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	Z	£217 for first month + £400 refundable deposit, £64 per month thereafter	£ -	£217 for first month + £400 refundable deposit, £64 per month thereafter	Z	£250 for first month + £400 refundable deposit, £75 per month thereafter	£ -	£250 for first month + £400 refundable deposit, £75 per month thereafter	£ -	+15.21%	INCREASED
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	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	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	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	£ -	-	UNCHANGED
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	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	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	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	£ -	-	UNCHANGED
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	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	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	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	£ -	-	UNCHANGED
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.	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	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	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	£ -	-	UNCHANGED
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	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	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	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	£ -	-	UNCHANGED
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.	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	Z	£217 for first month + £400 refundable deposit, £64 per month thereafter	£ -	£217 for first month + £400 refundable deposit, £64 per month thereafter	Z	£250 for first month + £400 refundable deposit, £75 per month thereafter	£ -	£250 for first month + £400 refundable deposit, £75 per month thereafter	£ -	-	INCREASED
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.	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 250.00	£ -	£ 250.00	E	£ 250.00	£ -	£ 250.00	£ -	-	UNCHANGED
Highways - Provision of (or recovery of) white bar markings	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 150.00	£ -	£ 150.00	O	£ 150.00	£ -	£ 150.00	£ -	-	UNCHANGED
Highways = Registration Fee for Skip Companies to operate in Thurrock	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 60.00	£ -	£ 60.00	E	£ 60.00	£ -	£ 60.00	£ -	-	UNCHANGED
Highways - Skip License (to Skip Companies)	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£36 for up to 7 days and up to every 7 days thereafter	£ -	£36 for up to 7 days and up to every 7 days thereafter	E	£40 for up to 7 days and up to every 7 days thereafter	£ -	£40 for up to 7 days and up to every 7 days thereafter	£ -	+11.11%	INCREASED
New Highways Information - Searches and Enquiries	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 67.00	£ -	£ 67.00	O	£ 70.00	£ -	£ 70.00	£ 3.00	+4.48%	INCREASED
Passenger Transport - DBS Check	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	Z	£ 55.00	£ -	£ 55.00	Z	£ 55.00	£ -	£ 55.00	£ -	-	UNCHANGED
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 53(1)	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 10.00	£ -	£ 10.00	O	£ 10.00	£ -	£ 10.00	£ -	-	UNCHANGED
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	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	-	UNCHANGED
Passenger Transport - Utilities request for bus stop to be suspended	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	Z	£150 first day per stop and £150 for 2nd day capped at £300	£ -	£150 first day per stop and £150 for 2nd day capped at £300	Z	£150 first day per stop and £150 for 2nd day capped at £300	£ -	£150 first day per stop and £150 for 2nd day capped at £300	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 0-2 & TS - Immediate	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 55.00	£ -	£ 55.00	E	£ 55.00	£ -	£ 55.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 0-2 & TS - Major	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 215.00	£ -	£ 215.00	E	£ 215.00	£ -	£ 215.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 0-2 & TS - Major (PAA)	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 95.00	£ -	£ 95.00	E	£ 95.00	£ -	£ 95.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 0-2 & TS - Minor	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 60.00	£ -	£ 60.00	E	£ 60.00	£ -	£ 60.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 0-2 & TS - Permit Variation	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 45.00	£ -	£ 45.00	E	£ 45.00	£ -	£ 45.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 0-2 & TS - Standard	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 120.00	£ -	£ 120.00	E	£ 120.00	£ -	£ 120.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 3&4 No TS - Immediate	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 35.00	£ -	£ 35.00	E	£ 35.00	£ -	£ 35.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 3&4 No TS - Major	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 140.00	£ -	£ 140.00	E	£ 140.00	£ -	£ 140.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 3&4 No TS - Major (PAA)	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 70.00	£ -	£ 70.00	E	£ 70.00	£ -	£ 70.00	£ -	-	UNCHANGED

Name of fee or Charge	Directorate	Overview and Scrutiny Committee	Owner	Statutory/Discretionary Charge	VAT Status 20/21	Charge excl. VAT 2020/21	VAT Amount 2020/21	Charge incl. VAT 2020/21	VAT Status 21/22	Charge excl. VAT 2021/22	VAT Amount 2021/22	Charge incl. VAT 2021/22	Change from last year (incl. VAT)	Change from last year (% incl. VAT)	New, Removed, Unchanged
Permit Fees - Road Category - Cat 3&4 No TS - Minor	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 40.00	£ -	£ 40.00	E	£ 40.00	£ -	£ 40.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 3&4 No TS - Permit Variation	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 35.00	£ -	£ 35.00	E	£ 35.00	£ -	£ 35.00	£ -	-	UNCHANGED
Permit Fees - Road Category - Cat 3&4 No TS - Standard	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	E	£ 70.00	£ -	£ 70.00	E	£ 70.00	£ -	£ 70.00	£ -	-	UNCHANGED
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	Environment and Highways	Planning, Transport, Regen	Peter Wright	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	£ -	-	UNCHANGED
Rights of Way - Application for Highways Deposits of Statement, Maps and Declarations (Section 31(6) of the Highways Act 1980)	Environment and Highways	Planning, Transport, Regen	Peter Wright	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	£ -	-	UNCHANGED
Rights of Way - Local Authority Recovery of Costs for Public Path Orders Regulations 1993	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	O	£ 1,800.00	£ -	£ 1,800.00	O	£ 1,800.00	£ -	£ 1,800.00	£ -	-	UNCHANGED
Rights of Way - Public Path Creation Order (section 25 and 26 of the Highways Act 1980)	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	O	£ 1,000.00	£ -	£ 1,000.00	O	£ 1,000.00	£ -	£ 1,000.00	£ -	-	UNCHANGED
Stopping up of public highway - section 116 & 117 highways act 1980	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	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	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	£ -	-	UNCHANGED
Street Naming and Numbering - Re-naming of individual properties (Per property charge)	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 62.00	£ -	£ 62.00	O	£ 62.00	£ -	£ 62.00	£ -	-	UNCHANGED
Street Naming and Numbering - New Properties - First address	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 159.00	£ -	£ 159.00	O	£ 159.00	£ -	£ 159.00	£ -	-	UNCHANGED
Street Naming and Numbering - New Properties - Re-naming of a building/block flat/industrial estate	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 140.00	£ -	£ 140.00	O	£ 140.00	£ -	£ 140.00	£ -	-	UNCHANGED
Street Naming and Numbering - Renaming of Street where requested by residents up to 50 properties	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 260.00	£ -	£ 260.00	O	£ 260.00	£ -	£ 260.00	£ -	-	UNCHANGED
Street Naming and Numbering - Renaming of Street where requested by residents 51 and over properties	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 465.00	£ -	£ 465.00	O	£ 465.00	£ -	£ 465.00	£ -	-	UNCHANGED
Street Naming and Numbering - Naming of new roads on new developments - Each new road name	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	O	£ 205.00	£ -	£ 205.00	O	£ 205.00	£ -	£ 205.00	£ -	-	UNCHANGED
Highways Infrastructure - or the giving of a notice under Section 14(2) of the 1984 Act for the reason mentioned in Section 14(1)(a).	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	O	£ 650.00	£ -	£ 650.00	O	£ 700.00	£ -	£ 700.00	£ 50.00	+7.69%	INCREASED
Highways Infrastructure - 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.	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	O	£ 1,000.00	£ -	£ 1,000.00	O	£ 1,000.00	£ -	£ 1,000.00	£ -	-	UNCHANGED
Highways Infrastructure - Anything done by a local traffic authority in connection with or in consequence of an event requiring traffic management measures	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	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	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	£ -	-	UNCHANGED
Highways Infrastructure - Anything done by a local traffic authority in connection with or in consequence of the making of an order under Section 14(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.	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	O	£ 1,100.00	£ -	£ 1,100.00	O	£ 1,400.00	£ -	£ 1,400.00	£ 300.00	+27.27%	INCREASED
Highways Infrastructure - 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)	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	O	£ 165.00	£ -	£ 165.00	O	£ 165.00	£ -	£ 165.00	£ -	-	UNCHANGED
Highways Infrastructure - Permitting - Fixed Penalty Notices (FPN) - Working without a permit (The Authority may extend the 36 day period at its discretion in any particular case)	Environment and Highways	Planning, Transport, Regen	Peter Wright	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	£ -	-	UNCHANGED
Highways Infrastructure - Permitting - Fixed Penalty Notices (FPN) - Working without a permit (The Authority may extend the 36 day period at its discretion in any particular case)	Environment and Highways	Planning, Transport, Regen	Peter Wright	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	£ -	-	UNCHANGED
Highways Infrastructure - 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.	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	O	£ 165.00	£ -	£ 165.00	O	£ 165.00	£ -	£ 165.00	£ -	-	UNCHANGED
Highways Infrastructure - Traffic Signal data information	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	S	Actual Costs (min charge £160) (plus VAT)	£ -	Actual Costs (min charge £160) (plus VAT)	S	Actual Costs (min charge £160) (plus VAT)	£ -	Actual Costs (min charge £160) (plus VAT)	£ -	-	UNCHANGED
Highways Infrastructure - Wide load arrangements	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	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	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	£ -	-	UNCHANGED
Advertising on bus stops timetable case - A4 SIZE - per 6 month period	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	S	£ 100.00	£ 20.00	£ 120.00	S	£ 100.00	£ 20.00	£ 120.00	£ -	-	UNCHANGED
Car parking - Discretionary suspension of the use of on/off-street parking places for waiting/loading - charge per parking space	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£25 per day	£ -	£25 per day	O	£30 per day	£ -	£30 per day	£ -	-	INCREASED
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Over 1 hour under 2 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 1.08	£ 0.22	£ 1.30	S	£ 1.08	£ 0.22	£ 1.30	£ -	-	UNCHANGED
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Over 2 hours under 4 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 1.75	£ 0.35	£ 2.10	S	£ 1.75	£ 0.35	£ 2.10	£ -	-	UNCHANGED
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Over 4 hours under 6 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 3.08	£ 0.62	£ 3.70	S	£ 3.08	£ 0.62	£ 3.70	£ -	-	UNCHANGED
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Over 6 Hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 4.83	£ 0.97	£ 5.80	S	£ 4.83	£ 0.97	£ 5.80	£ -	-	UNCHANGED
Car Parking - Off Street-Pay & Display Car Parking Grays Car Parks (excl. Grays Beach) - Under 1 hour	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 0.58	£ 0.12	£ 0.70	S	£ 0.58	£ 0.12	£ 0.70	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Canterbury Parade, South Ockendon - 1 to 2 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 0.50	£ 0.10	£ 0.60	S	£ 0.50	£ 0.10	£ 0.60	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Canterbury Parade, South Ockendon - All day	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 1.75	£ 0.35	£ 2.10	S	£ 1.75	£ 0.35	£ 2.10	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Canterbury Parade, South Ockendon - Under 1 hour	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	Free of Charge	£ -	Free of Charge	S	Free of Charge	£ -	Free of Charge	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Tamarisk Road, South Ockendon - 1 to 2 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 0.50	£ 0.10	£ 0.60	S	£ 0.50	£ 0.10	£ 0.60	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Tamarisk Road, South Ockendon - Over 2 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 1.75	£ 0.35	£ 2.10	S	£ 1.75	£ 0.35	£ 2.10	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Grays Beach - 0 to 2 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 0.58	£ 0.12	£ 0.70	S	£ 0.58	£ 0.12	£ 0.70	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Grays Beach - All day	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 2.67	£ 0.53	£ 3.20	S	£ 2.67	£ 0.53	£ 3.20	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Purfleet in Cornwall House - 0-2 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 0.58	£ 0.12	£ 0.70	S	£ 0.58	£ 0.12	£ 0.70	£ -	-	UNCHANGED
Car Parking - Off-Street Pay & Display Car Parking Purfleet in Cornwall House - All day	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	S	£ 2.67	£ 0.53	£ 3.20	S	£ 2.67	£ 0.53	£ 3.20	£ -	-	UNCHANGED

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Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - 0 to 1 hour	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 0.70	£ -	£ 0.70	O	£ 0.70	£ -	£ 0.70	£ -	-	UNCHANGED
Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - 1 to 2 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 1.20	£ -	£ 1.20	O	£ 1.20	£ -	£ 1.20	£ -	-	UNCHANGED
Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - over 2 hours	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 3.20	£ -	£ 3.20	O	£ 3.20	£ -	£ 3.20	£ -	-	UNCHANGED
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 0 to 1 hour	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 0.70	£ -	£ 0.70	O	£ 0.70	£ -	£ 0.70	£ -	-	UNCHANGED
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 1 to 2 hour	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 1.40	£ -	£ 1.40	O	£ 1.40	£ -	£ 1.40	£ -	-	UNCHANGED
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 2 to 4 hour	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 2.30	£ -	£ 2.30	O	£ 2.30	£ -	£ 2.30	£ -	-	UNCHANGED
Car Parking - On-Street Pay & Display Quick Stops - 0 to 30 mins	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 0.70	£ -	£ 0.70	O	£ 0.70	£ -	£ 0.70	£ -	-	UNCHANGED
Car Parking - On-Street Pay & Display Quick Stops - 30 to 45 mins	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 0.90	£ -	£ 0.90	O	£ 0.90	£ -	£ 0.90	£ -	-	UNCHANGED
Car Parking - On-Street Pay & Display Quick Stops - 45 mins to 1 hour	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 1.40	£ -	£ 1.40	O	£ 1.40	£ -	£ 1.40	£ -	-	UNCHANGED
Car Parking - Penalty Charge Notices - Higher Level Contraventions - Penalty Charge	Environment and Highways	Planning, Transport, Regen	Phil Carver	S	O	£ 70.00	£ -	£ 70.00	O	£ 70.00	£ -	£ 70.00	£ -	-	UNCHANGED
Car Parking - Penalty Charge Notices - Higher Level Contraventions - Penalty Charge paid within 14 days	Environment and Highways	Planning, Transport, Regen	Phil Carver	S	O	£ 35.00	£ -	£ 35.00	O	£ 35.00	£ -	£ 35.00	£ -	-	UNCHANGED
Car Parking - Penalty Charge Notices - Lower Level Contraventions - Penalty Charge	Environment and Highways	Planning, Transport, Regen	Phil Carver	S	O	£ 50.00	£ -	£ 50.00	O	£ 50.00	£ -	£ 50.00	£ -	-	UNCHANGED
Car Parking - Penalty Charge Notices - Lower Level Contraventions - Penalty Charge paid within 14 days	Environment and Highways	Planning, Transport, Regen	Phil Carver	S	O	£ 25.00	£ -	£ 25.00	O	£ 25.00	£ -	£ 25.00	£ -	-	UNCHANGED
Parking Permits - Business Permits - Per Month thereof	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 40.00	£ -	£ 40.00	O	£ 40.00	£ -	£ 40.00	£ -	-	UNCHANGED
Parking Permits - Business Permits - Per year	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 360.00	£ -	£ 360.00	O	£ 360.00	£ -	£ 360.00	£ -	-	UNCHANGED
Parking Permits - Business Permits - for 6 months	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 200.00	£ -	£ 200.00	O	£ 200.00	£ -	£ 200.00	£ -	-	UNCHANGED
Parking Permits - NHS Permits	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 120.00	£ -	£ 120.00	O	£ 120.00	£ -	£ 120.00	£ -	-	UNCHANGED
Parking Permits - Annual Permit Commuter Car Parks Only	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 1,000.00	£ -	£ 1,000.00	O	£ 750.00	£ -	£ 750.00	£ -250.00	-25.00%	DECREASED
Parking Permits - Non Commuter Car Parks / On Street Long Stay Only	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 500.00	£ -	£ 500.00	O	£ 500.00	£ -	£ 500.00	£ -	-	UNCHANGED
Parking Permits - Contractor Permits	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 150.00	£ -	£ 150.00	O	£ 155.00	£ -	£ 155.00	£ 5.00	+3.33%	INCREASED
Parking Permits - Operational Permits	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 120.00	£ -	£ 120.00	O	£ 120.00	£ -	£ 120.00	£ -	-	UNCHANGED
Parking Permits - Dispensations	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	-	UNCHANGED
Parking Permits - Charitable Organisations	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	up to 5x free permits per annum subject to justifying the need based on the scope of the charity, any additional permits required will be charged at £10 per additional permit	£ -	up to 5x free permits per annum subject to justifying the need based on the scope of the charity, any additional permits required will be charged at £10 per additional permit	O	up to 5x free permits per annum subject to justifying the need based on the scope of the charity, any additional permits required will be charged at £10 per additional permit	£ -	up to 5x free permits per annum subject to justifying the need based on the scope of the charity, any additional permits required will be charged at £10 per additional permit	£ -	-	UNCHANGED
Parking Permits - Replacement Permits	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 10.00	£ -	£ 10.00	O	£ 10.50	£ -	£ 10.50	£ 0.50	+5.00%	INCREASED
Parking Permits - Residents Permits - Per year - 1st Permit per Household	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	-	UNCHANGED
Parking Permits - Residents Permits - Per year - 2nd Permit per Household	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ -	£ -	£ -	O	Free of Charge	£ -	Free of Charge	£ -	-	UNCHANGED
Parking Permits - Residents Permits - Per year - 3rd Permit per Household	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 68.00	£ -	£ 68.00	O	£ 70.00	£ -	£ 70.00	£ 2.00	+2.94%	INCREASED
Parking Permits - Visitor Permits - Additional Sheets of 20 per Household	Environment and Highways	Planning, Transport, Regen	Phil Carver	D	O	£ 6.00	£ -	£ 6.00	O	£ 6.50	£ -	£ 6.50	£ 0.50	+8.33%	INCREASED
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	Environment and Highways	Planning, Transport, Regen	Mat Kiely	D	O	£ 1,500.00	£ -	£ 1,500.00	O	£ 1,500.00	£ -	£ 1,500.00	£ -	-	UNCHANGED
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.	Environment and Highways	Planning, Transport, Regen	Mat Kiely	S	O	£ 1,500.00	£ -	£ 1,500.00	O	£ 1,500.00	£ -	£ 1,500.00	£ -	-	UNCHANGED
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.	Environment and Highways	Planning, Transport, Regen	Peter Wright	S	Z	£220 for up to 14 days, £50 for each additional week thereafter, +£400 refundable deposit if no damage caused	£ -	£220 for up to 14 days, £50 for each additional week thereafter, +£400 refundable deposit if no damage caused	Z	£220 for up to 14 days, £50 for each additional week thereafter, +£400 refundable deposit if no damage caused	£ -	£220 for up to 14 days, £50 for each additional week thereafter, +£400 refundable deposit if no damage caused	£ -	-	UNCHANGED
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.	Environment and Highways	Planning, Transport, Regen	Mat Kiely	S	O	£ 1,500.00	£ -	£ 1,500.00	O	£ 1,500.00	£ -	£ 1,500.00	£ -	-	UNCHANGED
Commercial Matters - Administration fee for processing Commercial & Other Applications	Finance, and IT	Planning, Transport, Regen	Michelle Thompson	D	S	£ 50.00	£ 10.00	£ 60.00	S	£ 50.00	£ 10.00	£ 60.00	£ -	-	UNCHANGED
Commercial Matters - Assignment of Leases (Council owned premises). Minimum Charge £900 plus VAT	Finance, and IT	Planning, Transport, Regen	Michelle Thompson	D	S	£ 900.00	£ 180.00	£ 1,080.00	S	£ 900.00	£ 180.00	£ 1,080.00	£ -	-	UNCHANGED
Commercial Matters - Dilapidation Surveys and Schedules of Repair/Condition (Council Owned Premises). Minimum fee and hourly rate charge in preparing survey and supervising works	Finance, and IT	Planning, Transport, Regen	Michelle Thompson	D	S	£ 500.00	£ 100.00	£ 600.00	S	£ 500.00	£ 100.00	£ 600.00	£ -	-	UNCHANGED
Commercial Matters - Licence to undertake alterations/building works	Finance, and IT	Planning, Transport, Regen	Michelle Thompson	D	S	£ 500.00	£ 100.00	£ 600.00	S	£ 500.00	£ 100.00	£ 600.00	£ -	-	UNCHANGED
Commercial Matters - Licence to vary lease terms (Council owned premises)	Finance, and IT	Planning, Transport, Regen	Michelle Thompson	D	S	£ 675.00	£ 135.00	£ 810.00	S	£ 675.00	£ 135.00	£ 810.00	£ -	-	UNCHANGED
Commercial Matters - New Letting - Non Standard Commercial Shop Lease	Finance, and IT	Planning, Transport, Regen	Michelle Thompson	D	S	£ 900.00	£ 180.00	£ 1,080.00	S	£ 900.00	£ 180.00	£ 1,080.00	£ -	-	UNCHANGED
Commercial Matters - New Letting - Standard Commercial Shop Lease	Finance, and IT	Planning, Transport, Regen	Michelle Thompson	D	S	£ 500.00	£ 100.00	£ 600.00	S	£ 500.00	£ 100.00	£ 600.00	£ -	-	UNCHANGED
Commercial Matters - Other Processes and Consents	Finance, and IT	Planning, Transport, Regen	Michelle Thompson	D	S	£ 500.00	£ 100.00	£ 600.00	S	£ 500.00	£ 100.00	£ 600.00	£ -	-	UNCHANGED

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Name of fee or Charge	Directorate	Overview and Scrutiny Committee	Owner	Statutory/ Discretionary Charge	VAT Status 20/21	Charge excl. VAT 2020/21	VAT Amount 2020/21	Charge incl. VAT 2020/21	VAT Status 21/22	Charge excl. VAT 2021/22	VAT Amount 2021/22	Charge incl. VAT 2021/22	Change from last year (incl. VAT)	Change from last year (% incl. VAT)	New, Removed, Unchanged
Advertising on bus stops timetable case - A3 SIZE - per 6 month period	Environment and Highways	Planning, Transport, Regen	Peter Wright	D	S	£ 200.00	£ 40.00	£ 240.00	S	removed	-	removed	£ -	-	REMOVED

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<b>8 December 2020</b>		<b>ITEM: 6</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>		
<b>Electric Vehicle Charging</b>		
<b>Wards and communities affected:</b> All	<b>Key Decision:</b> N/A	
<b>Report of:</b> Matthew Ford, Transport Development Manager		
<b>Accountable Assistant Director:</b> Leigh Nicholson, Assistant Director of Planning, Transportation and Public Protection		
<b>Accountable Director:</b> Andy Millard, Director of Place		
<b>This report is</b> Public		

## Executive Summary

Thurrock has one of the most significant growth-led regeneration agendas in the country. It is vital to ensure future growth is supported by the right transport infrastructure, providing sustainable travel options for our communities and businesses whilst addressing climate change, reducing congestion and improving air quality.

This report sets out the proposals for the provision of Electric Vehicle (EV) charging facilities, both off-street and on-street provision within Council owned assets and on the adopted highway.

The report identifies the budget requirement and the procurement options for the Council and sets out a recommended approach to secure the installation and expansion of EV charging infrastructure up to 2035.

### 1. Recommendations:

#### 1.1 The Committee is asked to note and comment on the recommendations that will be considered by Cabinet and to:

- 1) Support the procurement of a single contract over a maximum period 15 years. The initial contract period will be 10 years with an option to extend for one further period of 5 years (10+5);
- 2) Support the creation of a policy to inform the roll out of the charging infrastructure, based upon a demand led approach for on-street and off-street parking provision and the upgrade/expansion of existing Council assets and in town centre locations and transport hubs;

- 3) Note the budget and contract value for the full 15 year period to the value of up to £9m based on the following income areas:**
- a. Allocation of budget on the DfT Integrated Transport Block funding of minimum £75,000 per annum (total allocation over 15 year project life is estimated at being a minimum of £1.125m);**
  - b. Contributions secured pursuant to Section 106 of the T&CPA1990 (based on Local Plan projections for infrastructure improvements), and;**
  - c. Office for Low Emission Vehicle (OLEV) grant funding of up to 75% of the capital costs for installation of EV facilities.**
- 4) Note the approach to delegated authority for awarding contract(s) to the Director of Place in consultation with the Portfolio Holder for Highways and Transport.**

## **2. Introduction and Background**

- 2.1 At present there are only 3 EV charging points (which are located in Grays and South Ockendon) and the Council does not have an established provider of charging points. The existing facilities are in excess of 8 years old and currently provide facilities via a combination of 3Kw 3-pin “household” and a 7Kw 7-pin “Mennekes” socket systems.
- 2.2 EV technology has moved on over the last 10 years and is projected to continue into the future. This growth has resulted in the existing charging infrastructure becoming obsolete, with a requirement to provide alternative socket provision and increase Kw power outputs.
- 2.3 It is vitally important that new housing and commercial growth in the borough is supported by the right forms of transport infrastructure and residents and business are provided the opportunities to use cleaner and more sustainable modes of transport. EV’s will play a key role in the Council’s ambitions to tackle climate change and it is necessary to expand and improve the charging infrastructure within the borough to promote the use of EVs on the network as a cleaner and sustainable mode of transport.
- 2.4 In order for Local Authorities to provide the necessary infrastructure to meet the Government’s aspirations on reducing CO2 emissions and banning Internal Combustion Engines by 2035, the Office for Low Emission Vehicles (OLEV) have provided a funding source to provide up to 75% of the costs for Local Authorities on a match-funding basis. This funding is limited on a first come, first served basis and it is unknown whether the funding will continue past its current allocation.
- 2.5 The Council receives a settlement each year from the DfT in the form of an Integrated Transport Block allocation (ITB). The ITB programme seeks to deliver an extensive range of transport improvements which reflect the vision

and aims set out within the Council’s long term Transport Strategy (2013-26). Tackling congestion, delivering accessibility, improving air quality and making Thurrock’s roads safer are core elements of the Transport Strategy which support sustainable growth and regeneration in the Borough.

- 2.6 The total Integrated Transport Block capital programme allocation for Thurrock for 2019/20 amounted to £971,000. It is proposed to redirect a minimum of £75,000 per annum from the ITB going forward towards the roll out of EV charging points. The ITB allocation must be supported by the OLEV grant to enable the proposed level of EV charging to be implemented. The ITB allocation alone will not deliver the required infrastructure and the 75% OLEV allocation must be secured to allow the proposed EV charging improvements to be implemented. The Council can also seek contributions from developers for electric vehicle infrastructure to supplement the ITB budget and aim to secure further match funding opportunities or direct infrastructure funding for facilities in these new development areas so that the costs can be reduced.
- 2.7 With the opportunity to use government funding to subsidise the installation of EV charging facilities it is important that the council establishes a contractual arrangement / partnership to ensure the expansion of charging points in the Borough and to ensure easy access for users.
- 2.8 Subject to government funding being secured, the current budget is estimated to be split as follows:

<b>Contract Period</b>	<b>Projected Budget Allocation per annum</b>	<b>Potential OLEV Funding</b>	<b>Fixed Council funding (ITB)</b>	<b>Estimated Contributions from Developments per annum (\$106)</b>	<b>Maximum contract value over period</b>
Fiscal years 1 – 5 (2021-2026)	£300,000	£225,000 75%	£75,000 25%	£0 0%	£1.5m
Fiscal years 6 to 10 (2026 - 2031)	£525,000	£975,000 75%	£75,000 11%	£100,000 14%	£2.65m
Fiscal years 11 -15 (2031–2035)	£575,000	£0 0%	£75,000 12.5%	£500,000 12.5%	£2.875m

Table 1.0 – Estimated funding provision per annum

- 2.9 The contract value is estimated to be circa. £7m in accordance with the above table. However, an upper threshold of £9m would be required, should additional funding sources be provided over the life of the project so to safeguard the integrity of the contract.
- 2.10 The EV Charging Point Contract should be seen within the emerging Thurrock Transport Strategy to promote sustainable travel and reduce vehicle emissions within Thurrock. It will also allow the borough to align with the OLEV strategy for ‘unprecedented long-term commitment for the transition to ultra-low emission motoring in the UK.’

### 3. Issues, Options and Analysis of Options

#### New partnership / contract outcomes and deliverables

3.1 The contract would need to include the following elements:

- Supply and installation of charging points for on street and off street parking areas throughout the borough;
- Ongoing maintenance;
- All back office services;
- Customer service;
- User interface and payment services

3.2 A suite of Key Performance Indicators and data requirements would need to be developed to accurately measure both the performance of the contractor(s) and the overall success of the programme. Measures would need to be flexible as priorities change over the term of the contract. These KPIs should include, but not be limited to the following:

- Urgent repairs - x% of urgent installations completed within the required timescale;
- Non urgent repairs - x% of non-urgent installations completed within the required timescale;
- Complaints – Number of complaints;
- Contractual meetings - x% of contractual meetings attended;
- Social value - x% Social Value targets delivered;
- Installations per year

#### Service Model

3.3 A range of different options were considered for both the model and procurement route, including maintaining separate service output, single provider, or part supplier and part in-house operation.

3.4 It is considered that a Sole Provider option will likely be the best option to deliver the scheme over the course of a 15-year programme, which includes the supply, installation and maintenance of EV charging points across the whole of the borough (with the aim of delivering a minimum of 20 installations per year). However, through the tender process, if splitting the contract to supply and installation and then a separate contract for the management of the contract proves to be more cost effective, this will be explored.

3.5 The proposed service arrangement will bring forward a project that is to provide net zero cost to the Authority where the end user will be charged for using the facility. This is consistent with the existing commercial EV charging operations across the UK.

The 'Sole Provider' options has the following advantages:

- Minimal ongoing maintenance costs (dependant on tender outcome);
- Continuity of service;
- Only one organisation to manage;
- Data returns from one source;
- One procurement process;
- Single point of contact, supporting appropriate service allocation, data sharing and monitoring;
- Relatively scalable to meet future budget changes;
- Flexibility with regards to future planning

- 3.6 It has been considered whether any element of the service could be brought in- house, however it would take a significant amount of time to undertake the insourcing exercise, carry out the additional procurement activity and set up an IT system to manage the back office systems. A large Private Sector provider would be more likely to be able to meet the Council's requirement to flex resources over the term of the contract as priorities and funding changes. In light of the above, it is considered that the desired outcome (expansion of EV charging infrastructure) would be less achievable through the 'in house' route.
- 3.7 It is therefore recommended to run the contract through an open market tender exercise to ensure the best chance of cost effectiveness and innovation.

#### Procurement Route

- 3.8 It is proposed to tender for a single contract over a maximum period 15 years. The initial contract period will be 10 years with an option to extend for one further period of 5 years (10+5). The contract value for the full 15 year period will be of the order of £9,000,000.
- 3.9 There are a number of benefits of a longer term contract as compared to a shorter term contract, which can be seen as follows:
- Potential for lower annual cost as start-up costs can be recovered over a longer period;
  - As both parties are in contract for an extended period of time, there is more room to build trust, allowing for stronger working partnerships;
  - The longer the contract period, the better the supplier understands the Council's business and business processes. This will allow greater integration of business, IT and financial processes alongside increased effective stakeholder involvement from both parties;
  - Long-term relationships provide the opportunity for both parties to engage in a process of continual improvement of both products and services provided.
- 3.10 The final contract would need to include adequate break clauses and the Council's legal and procurement teams would oversee any such clauses to

ensure suitability. A suite of robust key performance indicators and data requirements will also be developed to accurately measure both the performance of the contractor and the overall success of the programme. Measures would need to be flexible as priorities change over the term of the contract.

- 3.11 Due to the value of the service provision, the Council is required to procure these contracts in accordance with the Public Contracts Regulations 2015 and also to comply with the Council's Contract Procurement Rules. Officers have considered a number of options for re-procurement via either an Open Procurement Process advertised through 'Find a Tender' (which from 1st January 2021 replaces the Official Journal of the European Union), or by accessing purchasing consortium frameworks.
- 3.12 Whilst there are many benefits to using framework agreements, it is considered that in this case an Open Procurement Process is the most appropriate way forward. Principle reasons for an Open Process would be that the Council wishes to attract a larger number of bidders that would not necessarily be included on any framework agreement and that as framework agreements can last for up to four years, they may not include suppliers who have come to the market more recently. Whether the procurement route is a framework agreement or an Open Process, key criteria of price, quality and social value would be included as part of any final contract award decision.
- 3.13 Timetable for Procurement and Award

Action	Date
Issue Tender	8 <sup>th</sup> January 2021
End of Clarification Period	29 <sup>th</sup> January 2021
Tender Return	12 <sup>th</sup> February 2021
Evaluation Period Ends	12 <sup>th</sup> March 2021
Standstill Period Concludes	26 <sup>th</sup> March 2021
Award of Contract	29 <sup>th</sup> March 2021
Contract Commencement	29 <sup>th</sup> April 2021

#### 4. Reasons for Recommendation

- 4.1 This report is submitted to PTR O&S for consideration and endorsement to proceed with a new budget allocation within the Integrated Transport Budget to provide EV charging facilities across the borough. The total estimated value



of budget allocation within the DfT grant funding of up to £75,000 per annum for a 15 year period.

- 4.2 The report also seeks endorsement to undertake a new tender process to secure a strategic partnership agreement for the roll out of facilities with a contract value of up to £9m over the 15 year period of the contract. The tender processes will seek to provide a model for delivery whereby the Council can seek a partnership model for joint investment and provide a model of limited costs to the Authority in relation to maintenance and running costs.
- 4.3 A new policy would be required to base the rollout on a demand led approach whereby facilities will only be provided from established data led approach and evidence of user demand, with an emphasis of providing facilities for all major town centres within Thurrock and in those areas where on plot and/or off-street parking provision is limited.
- 4.4 Delegated authority to award the contract would enable the award to take place with sufficient lead in time to begin upgrades of existing facilities and work on a new supplier/partnership with a dedicated budget provision and ability to then secure match funding from government initiatives.

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

- 5.1 The contract aims to meet corporate priorities through the delivery of high-quality services in all elements. The following three examples show how priorities will be delivered through the contract:

Priority	Delivered By
Improve existing EV charging infrastructure throughout the borough.	Clearly this is the fundamental scope of the Service. The service aims to increase the accessibility and capacity of EV charging points for residents.
Support climate change and encourage and promote sustainable travel.	The popularity of sustainable modes of travel is growing and with this the infrastructure to support this also needs to grow.
To meet government aspirations.	The government are aspiring to cease the sale of single fuel vehicles from 2035, therefore the demand for charging points will likely increase substantially.

## **6. Implications**

### **6.1 Financial**

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

The budget requirement from the Council is identified as being £75,000 per annum and is to be provide from the Integrated Transport Block funding from the Department for Transport and will be included in the Parking Management area of the programme.

Additional funds will be secured via the bid process with OLEV on a case by case basis and is currently set at up to 75% of the costs per installation. This funding is currently available with no end date other than once the funds have been allocated to Authorities and committed. Once this funding source has ended, this will not prejudice the project delivery but will reduce the level of scheme per annum. Provision of electricity will be net zero cost to the Authority as the end user will be charged for using the facility

Further funding has been identified via the contributions route of Section 106 of the T&CPA1991. This will be secured through the planning process and allocated to projects in specific areas and ring fenced accordingly.

### **6.2 Legal**

Implications verified by: **Courage Emovon**  
**Principal Lawyer / Manager – Contracts Team**

This report is seeking approval from PTR Overview and Scrutiny Committee for agreement to undertake a tender process for EV charging points within the Borough as noted in the report.

The proposed procurement routes for the Contract must comply with the Council's Contract Procedure Rules and the Public Contract Regulations 2015. The open tender process mentioned in this report is provided for under Regulation 27 of the Public Contract Regulation and referred to as the Open Procedure.

Legal Services should be fully involved at every stage of the proposed tender exercise and will be on hand and available to assist and advice on any legal issues that may arise.

### 6.3 Diversity and Equality

Implications verified by: **Roxanne Scanlon**  
**Community Engagement and Project  
Monitoring Officer**

The contract would deliver EV charging infrastructure across the whole borough providing our communities with improved opportunities to more sustainable modes of travel. A Community and Equality Impact Assessment will be carried out to identify specific actions to include in the specification so to ensure the needs of target areas and groups of people with protected characteristics are met, as well as ensuring ease of access to services. Bidders' achievement of similar outcomes for a range of target groups and areas will be tested as part of the tender process.

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

- None

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

- None

### 9. **Appendices to the report**

- None

### **Report Authors:**

Matthew Ford  
Transport Development Manager

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<b>8 December 2020</b>	<b>ITEM: 7</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>	
<b>Stanford-le-Hope Interchange Report</b>	
<b>Wards and communities affected:</b> All	<b>Key Decision:</b> N/A
<b>Report of:</b> Anna Eastgate, Assistant Director of Lower Thames Crossing & Project Delivery	
<b>Accountable Assistant Director:</b> Anna Eastgate, Assistant Director of Lower Thames Crossing & Project Delivery	
<b>Accountable Director:</b> Andy Millard, Director of Place	
<b>This report is Public</b>	

## Executive Summary

This report is provided at the Chair's request in order to inform Members of an update on the SLH scheme.

### 1. Recommendation(s)

**1.1 That the Planning Transport Regeneration Overview and Scrutiny Committee notes and comments on the information provided relating to the Stanford le Hope Interchange project.**

### 2. Introduction and Background

2.1 This scheme involves the construction of new station buildings with footbridge and lifts, passenger information system, bus turnaround facility, passenger drop-off points and cycle parking.

2.2 There are a number of stakeholders involved in the scheme including UK Power Networks, C2C, Network Rail and the Port of London Authority and it will be delivered under a Development Agreement with C2C, who are the principal land owner.

2.3 Since the last update to the PTR Overview & Scrutiny Committee in July 2020, significant progress has been made to move the project forward. Most of this work has been behind the scenes getting the project ready for physical delivery on site. The exception is that there have been works undertaken to clear vegetation and invasive species from both banks of the River Hope.

- 2.4 A report was considered by Standards and Audit Committee on 24 November 2020 in relation to this project.

### **3. Issues, Options and Analysis of Options**

#### **Progress:**

- 3.1 The Concept Design for the station has been completed and passed Inter Disciplinary Review with very positive feedback. The Design will be ready to go to Planning by publication of this report.
- 3.2 The concept design for the Phase 2 Transport Hub is in development and a workshop is planned for November to share some suggested configurations with the key Stakeholders including London Gateway DPW and c2c.
- 3.3 Invitations to tender have been sent out to 11 potential Principal Contractors within an existing Thurrock Council Framework Agreement. We expect some Companies will decline to participate, as they will fail to meet Network Rail criteria. However, we fully expect to get sufficient Letters of Interest to carry out a meaningful tender.
- 3.4 The project steering group is continuing to meet on a monthly basis, to share information and ideas and obtain feedback on progress to ensure this infrastructure is coming forward with the agreement of stakeholders and local residents. So far, all the feedback has been very positive.

#### **Budget**

- 3.5 It has been agreed with the designers that a high level “estimated project” cost evaluation exercise be carried out at two “checkpoints” through the design process, once when the full concept is agreed and a further check at final design approval, to give further certainty and to give some indicative numbers in support of the tender evaluation process

#### **Programme**

- 3.6 An updated programme is currently being worked up to reflect the time required to prepare a full OJEU compliant tender process. This will include the preparation of tender documentation, prequalification of bidders, the tender process, through to tender evaluation and award.
- 3.7 Subject to the procurement process, it is anticipated that Phase 1 of the works will be delivered within the current programmed completion date of Summer 2021 with the Phase 2 works following in quick succession.
- 3.8 At the moment, there are no impacts from Covid 19 affecting the progress of this project but Covid remains a live issue and impacts may arise once works begin again on site. This will be monitored and kept under review.

#### **4. Reasons for Recommendation**

4.1 To respond to the Chair's request for information on Stanford-le-Hope Interchange project.

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

5.1 Consultation was undertaken as part of planning process and further stakeholder engagement is continuing. This includes meetings with the residents of Chantry Crescent and local Councillors.

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

6.1 The Stanford-le-Hope scheme supports the Place corporate priority, in particular:

- roads, houses and public spaces that connect people and places

#### **7. Implications**

##### **7.1 Financial**

Implications verified by:

**Jonathan Wilson**  
**Assistant Director, Finance**

The budget implications are set out in section 3.5

##### **7.2 Legal**

Implications verified by: **Tim Hallam**

**Deputy Head of Law and Deputy Monitoring Officer**

The report provides an update on this scheme, largely on the contractual aspects, as set out in the Development Agreement – the parties to which were Trenitalia C2C limited and Thurrock Borough Council.

The report states that once the redesign of this scheme is completed, the Council will commence the process of procuring a main works contractor. Given the value of this scheme, the procurement process must comply with the Council's Contract Procedure Rules including the Public Contracts Regulations 2015. The Council should simultaneously commence the negotiation Trenitalia C2C limited to vary the obligations as set out in the Development Agreement including the financial caps and who would meet the overrun costs an issue which has hitherto hampered the delivery of this scheme. Other

than the above there are no other legal implications. Legal Services will provide any further legal advice in relation to this project as and when required.

### 7.3 **Diversity and Equality**

Implications verified by: **Roxanne Scanlon**  
**Community Engagement and Project  
Monitoring Officer**

There are no direct implications arising specifically from this update report

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

- Not applicable.

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

- None

### 9. **Appendices to the report**

- None

### **Report Author:**

Anna Eastgate

Assistant Director of Lower Thames Crossing and Project Delivery



<b>8 December 2020</b>		<b>ITEM: 8</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>		
<b>A13 Update Report</b>		
<b>Wards and communities affected:</b> All	<b>Key Decision:</b> Not applicable	
<b>Report of:</b> Anna Eastgate, Assistant Director of Lower Thames Crossing & Project Delivery		
<b>Accountable Assistant Director:</b> Anna Eastgate, Assistant Director of Lower Thames Crossing & Project Delivery		
<b>Accountable Director:</b> Andy Millard, Director of Place		
<b>This report is public</b>		

## Executive Summary

This report is provided at the Chair's request in order to update in relation to the progress made on the A13 project.

### 1. Recommendation

#### 1.1 That the Planning Transport Regeneration Overview and Scrutiny Committee notes and comments on the report content.

### 2. Introduction and Background

2.1 This project involves widening the A13 Stanford le Hope by-pass from 2 to 3 lanes in both directions, from the junction with the A128 (Orsett Cock roundabout) in the west to the A1014 (The Manorway) in the east and replacing four bridges. Once the project is completed, there will be a continuous three-lane carriageway from the M25 to Stanford le Hope, reducing congestion and resultant pollution, improving journey times and supporting further economic growth.

2.2 The consent for this project was granted by a Harbour Empowerment Order in 2008, with the Council taking on responsibility for the preliminary design in 2011. The local growth fund deal was received in 2014 which provided the certainty needed for the Council to award contracts for the preliminary design in early 2014. Detailed design and main works construction contracts followed in 2016.

- 2.3 Since the last update to the PTR Overview & Scrutiny Committee in July 2020, there has been significant progress made in the construction of the scheme.
- 2.4 Work has continued throughout the Covid 19 pandemic and although at the beginning of the crisis there was a reduction in activity as a consequence of the need to review ways of working, activity is very much back up to full speed.
- 2.5 A similar report was considered by Standards and Audit Committee on 24 November 2020 in relation to this project.

### **3. Progress**

- 3.1 Significant visible progress has been made over the summer, with the successful installation of Saffron Gardens Bridge and the two new bridges at the Orsett junction. This work was on the critical path and this major project milestone was achieved in accordance with the construction programme.
- 3.2 Work has continued to complete the bridge structures with the installation of the concrete bridge decks at Orsett East and West sections.
- 3.3 Drainage works and earthworks are also progressing although with moving into the Autumn season, earthworks will not always be possible to be undertaken in periods of inclement weather.
- 3.4 October saw another major milestone on the project with the commencement of some resurfacing works which will continue in the coming months.
- 3.5 More than £8.2 million has been invested locally, by using regional suppliers and businesses based within 10 miles of the project – supporting the local economy at a time when this is needed more than ever.
- 3.6 Considerate Constructors Scheme assessment took place in July. The project scored 43/50 and were rated 'Excellent' by the independent review body.
- 3.7 The project employed summer placement civil engineering students helping to foster the next generation of civil engineers and currently has a student engineer, who is studying towards a Civil Engineering degree. She is completing a 'year out' placement as part of her studies. Three additional individuals continue their studies in the construction management and commercial management areas, as part of their Kier Apprenticeship Degrees.

### **Budget**

- 3.8 With the project entering the last 12 months of construction activity, the team is undertaking a full review of the anticipated remaining costs on the project.

- 3.9 Additional costs are anticipated as a result of ongoing matters already reported including issues with the drainage and the utilities diversions as well as the impacts of the Covid 19 pandemic.
- 3.10 A revised out turn forecast will be reported to this committee at the earliest opportunity once the work is completed.

### **Programme**

- 3.11 The current accepted programme has an anticipated planned completion date within the currently published period of Autumn/Winter 2021.
- 3.12 The team continues to challenge the construction programme to look at efficiencies to see if completion can be brought forward.
- 3.13 Under the terms of the NEC 3 contract in place, there are four limited provisions which would enable the Council to reject changes to the programme. In rejecting the contractors programme, the Council has to give the justification and reasons why.
- 3.14 The four provisions are:
- The Contractors plans are not practicable
  - It does not show information required by the contract
  - It does not represent the Contractors plans realistically
  - It does not comply with the works information.

## **4. Reasons for Recommendation**

- 4.1 To respond to the Chair's request for information and ensure democratic scrutiny of the A13 Widening scheme.

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

- 5.1 A communication plan has been prepared and agreed.
- 5.2 Member briefing sessions are held periodically at the A13 Site Offices and provide an opportunity for Members to receive a presentation from the contractor and raise issues on behalf of local residents.
- 5.3 Meet the team sessions are held monthly at the A13 Site Office and are a popular way for residents and road users to find out more about the works and ask any questions, although as a result of Covid-19 these (and the Member briefing sessions) are currently postponed

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

- 6.1 The A13 Widening scheme supports the corporate priorities by encouraging and promoting economic prosperity.
- 6.2 The A13 Widening scheme also supports the Thurrock Transport Strategy (2013 – 2026) and in particular policy TTS18: Strategic road network improvements by creating additional capacity to reduce congestion, improve journey times, facilitate growth and improve access to key strategic economic hubs.

## **7. Implications**

### **7.1 Financial**

Implications verified by: **Jonathan Wilson**  
**Assistant Director Finance**

The forecast position on the project remains under review as set out in sections 3.8 to 3.10

### **7.2 Legal**

Implications verified by: **Tim Hallam**  
**Deputy Head of Law and Deputy Monitoring Officer**

This an update report and there are no specific direct legal implications arising.

### **7.3 Diversity and Equality**

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

There are no implications arising from this update report.

### **7.4 Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder, or Impact on Looked After Children)

The contractor is required to risk assess all aspects of this project and put in place appropriate procedures and measures to safeguard lives as well as the environment.

The contractor is also required to prepare a sustainability plan that reduces carbon emissions and reduces the project's carbon footprint.

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

- None

**9. Appendices to the report**

- None

**Report Author:**

Anna Eastgate

Assistant Director of Lower Thames Crossing and Project Delivery

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<b>8 December 2020</b>	<b>ITEM: 9</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>	
<b>Grays Town Investment Plan</b>	
<b>Wards and communities affected:</b> Grays Riverside	<b>Key Decision:</b> N/A
<b>Report of:</b> Rebecca Ellsmore, Projects and Programmes Manager, Place Delivery	
<b>Accountable Assistant Director:</b> David Moore, Interim Assistant Director, Place Delivery	
<b>Accountable Director:</b> Andy Millard, Director of Place	
<b>This report is</b> Public	

## Executive Summary

In November 2019 Government published its prospectus for The Towns Fund, a £3.6 billion fund to provide investment in 101 towns to drive economic regeneration in those towns. The aim is to deliver long term economic and productive growth through urban regeneration, planning and land use, skills and enterprise, and transport and digital connectivity. Towns have to develop and submit a Town Investment Plan (TIP) in order to apply for the funding.

Grays was selected as one of the areas to benefit and to be given the opportunity to secure up to £25million from the fund. Grays town centre is the focus for the Grays TIP and will complement other regeneration activity in the Town Centre including the Grays Underpass and Civic Offices extension, as well as the Council's recent £25m submission for Future High Street Funding.

The prospectus emphasised that growth should be driven by local communities through a Town Board with a private sector chair and representation from stakeholders. The Grays Town Board was established in January 2020 is chaired by Justin Thomas from New River REIT (owners of Grays Shopping centre). The Town Board is responsible for preparing the Town Investment Plan for Grays Town Centre, which will be submitted to secure funding from the Towns Fund.

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

**Members of Planning, Transport, and Regeneration Committee are asked to:-**

- 1.1 note the work of the Town Board in progressing the Town Investment Plan.**
- 1.2 note the intention to submit a Town Investment Plan, based on the ongoing stakeholder engagement and indicative projects described in this report.**
- 1.3 note that further reports will be submitted at a later date with details of projects prior to completion of a Town Deal with Government.**

## **2. Introduction and Background**

- 2.1 In November 2019, Government published its prospectus for the Towns Fund, a £3.6 billion fund to drive economic growth in 101 selected towns. Grays was one of the towns selected, and the Grays Towns Board has decided to focus on the town centre area, including links down to the Riverside, as this will complement other regeneration activity that is funded by the Local Growth Fund (c£ 10.8m) and from a submission to the Future High Street Fund (up to £25 m).
- 2.2 The selected towns are required to establish a Town Board with a business sector chair and representation from local stakeholders to enable the community to be the driving force behind the transformative economic change required under the prospectus. The Grays Town Board held its first meeting in January 2020. It appointed Justin Thomas (New River REIT) as its chair and agreed Terms of Reference and Terms of Governance and started preparations for the Grays Town Investment Plan (TIP). The Grays Town Board received an initial grant of £162,019 from MHCLG to support the establishment of the Board and preparation of the TIP.
- 2.3 The full membership of the board is identified in the Appendix and reflects the requirements set out in the prospectus. Also in the Appendix is the membership of an advisory group established by the Board to support its activities and broaden the representation of local stakeholders.
- 2.4 In June 2020, Government published further guidance on the fund and the preparation of TIPs. In summary;
  - a. The Town Board are to lead the production of an evidence based TIP.
  - b. The TIP needs to demonstrate Stakeholder engagement, and that local communities have driven the TIP.
  - c. The TIP is to provide a plan for transformative economic change focussing on seven investment themes (Local transport, urban



regeneration planning and land use, arts culture and heritage, skills, Enterprise, or 'other').

- d. The funding mix is expected to be 95% capital: 5% revenue.
- e. The principles behind the TIP should include securing long term sustainable economic growth, analysis of the area, clean growth, and alignment with other funding.

2.5 The Grays Town Board has agreed to submit a bid in Cohort 3, which means the TIP has to be submitted by 29th January 2021. Following approval of the TIP, the Town Board will be invited to submit Full Business Cases for each approved project. The Town Board and the Council will then be expected to sign a Town Deal with Government for funding and delivery based on all successful business cases.

2.6 Grays has already received a grant of £750,000 through the Towns Fund Accelerated Fund, to support initial projects that can be delivered by the end of March 2021. The Town Board has agreed that this will funding will be focused on projects for Grays Beach Park and riverfront, upgrades and increased capacity at the bus terminus, wayfinding and signage, establishing a hub for information and consultation by the Town Board, and installation of green furniture.

### **3. Issues, Options and Analysis of Options**

#### Stakeholder engagement

3.1 Regeneration plans for Grays have been the subject of several consultations over recent years including;

- a. 2013: Vision and key interventions
- b. 2016: Grays Town Centre Framework
- c. 2018-2019: Your Place Your Voice Community Planning events
- d. 2020: Grays Underpass, design guide and project bank
- e. 2020: NewRiver REIT's consultation on proposals for Grays Shopping centre and its relationship to the wider town centre.

3.2 Each of these consultations has raised similar issues and suggestions for improvement include:-

- do more with the riverside park including leisure and open space facilities and places to eat and drink
- a river bus service
- improve the bus terminus
- connectivity in the town centre
- provide a wider range of activities in the town centre
- improving the town centre "offer" (currently seen as limited and low value retail)
- improve the social and leisure facilities
- develop a stronger evening economy.

- 3.3 The consultations have also raised “operational” issues including anti-social behaviours and crime, insufficient policing, poor and untidy public places, poor lighting, traffic congestion and parking issues, and vacant buildings.
- 3.4 Further detailed consultation is also taking place with members of the Grays Advisory Group to support the work of the Towns Fund Board. The Group includes local businesses and representative groups from the local community, and currently includes 33 resident, business and community groups and stakeholders. The Group has been involved in two visioning sessions to date, although these were held online as Teams meetings, due to the constraints of the COVID pandemic.
- 3.5 The #MyTowns web site was set up by the Government to help engagement with local residents over the Towns Fund programme and it provides a facility for people to submit their views on what needs to be done to improve Grays. At the time of writing there have been 25 suggestions and 36 further comments relating to Grays, all of which are consistent with the comments from the consultation events described above.
- 3.6 The Town Board has formed a Communications Group, with membership from the Board, supported by the Council’s Regeneration and Communications teams. Details of the Town Board are provided on the Council’s web site including links to the #MyTowns web site. The Town Board Communications Group is establishing its own web site including an on-going survey and ‘comments’ facility to enable comments, opinions and suggestions to be provided directly to the Board and feed into the on-going development of projects..
- 3.7 The Town Board Communications Group is preparing an engagement strategy to support development of the TIP and to provide ongoing support for project development. The TIP will include a commitment to continually engage with local communities on the Town Boards developing plans and individual projects, and the website will be a key vehicle in maintaining dialogue with local residents.

### TIP Projects

- 3.8 The Board has identified a number of areas for focus that:
- a. complement schemes that are underway (e.g. Civic Offices Extension), schemes that are ‘in process’ (e.g. Grays Underpass and development plots), potential future schemes (e.g. Redevelopment of Grays Shopping Centre) and other funding (e.g. Future High Street Fund),
  - b. Reflect issues raised in public engagement; and
  - c. Require capital funding, recognising that this is the main form of funding available under the Towns Fund.
- 3.9 The Board has therefore identified the following priorities for the TIP:

- a. Grays Beach Park, Kilverts Field and riverfront: Enhancing the open space and leisure facilities, providing eating and drinking venues and other 'destination attractors', improving the relationship of the park with the river, and securing an approach for long term management and maintenance. This will impact on the Council's land.
- b. Jetty and River bus service. This may require land assembly depending the location and scope of facilities required.
- c. Enhancing the links between the riverfront and the town centre
- d. Improving the quality and capacity of the bus terminus and its connectivity with the wider town centre. Further enhancements of the capacity is likely to require land assembly.
- e. Improving the public spaces and including enhanced digital connectivity, smart signage, and facilities to support a range of cultural events and activities.

#### **4. Reasons for Recommendation**

- 4.1 The Town Board and the Town Investment Plan provide an exciting opportunity to secure much needed funds to address long standing issues and opportunities impacting the future success of Grays Town Centre and will support a range of the Council's priorities outlined in section 6 below.

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

- 5.1 Stakeholder workshops and feedback from the #MyTowns web site are summarised elsewhere in this report. The Stakeholder engagement plan will include provision for ongoing engagement through the Town Board Web site and bespoke engagement on projects as they are developed. The Board has also received a grant as part of the award of Accelerated Funds to establish an information and engagement hub in the town centre.

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

- 6.1 The Thurrock Local Plan and Economic Growth Strategy identify Grays as a Growth Hub where economic regeneration and housing growth are to be focussed. The emerging priorities and schemes in the TIP are consistent with the Council's strategies and priorities, provide a means for close community engagement, and importantly provide a vehicle for securing funds to support delivery.

## **7. Implications**

### **7.1 Financial**

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

The TIP submission will, if successful, provide up to £25 million of funding for projects in Grays Town Centre. Financial implications for the Council cannot be fully assessed until projects have been more fully developed. Costs will be incurred including staff support, which it is assumed will be absorbed in to departmental budgets.

Land assembly will be required. While it is assumed that the costs associated with this will be funded from the Towns Fund, the Council will need to hold acquired sites which, depending on the site, may create a management cost and/or an income for the Council. This will need to be clarified as projects progress at the Full Business Case stage. Similarly, maintenance costs will also fall to the Council and this too will need to be addressed at the Full Business Case stage.

### **7.2 Legal**

Implications verified by: **Ian Hunt**  
**Assistant Director of Law and Governance & Monitoring Officer**

The Town Investment Plan is a necessary stage in securing a Town Deal with Government and up to £25million. The Council would be the accountable body holding funds received on behalf of the Town Board. The TIP is 'owned' by the Town Board and the Government prospectus identifies the Board as an advisory group to the Council. Currently the Board has no direct formal legal status and the Council will be the accountable body for funding. During the next stages of producing Full Business Cases and ultimately signing a Town Deal, the Council will need to ensure that its governance processes have been complied with and that it accepts obligations for funding and support, land holdings, and maintenance implications of projects to be funded, there will also need to be a full understanding of risk and the arrangements which will be needed to deliver the business case. This process will need to be subject to separate decision making at the appropriate time.

### 7.3 Diversity and Equality

Implications verified by: **Natalie Smith**  
**Strategic Lead, Community Development and Equalities**

The Town Board and its Advisory Group include a full range of representation of stakeholders. The Advisory Group is open to others to join. Stakeholder engagement has built on regular engagement exercises carried out in Grays over recent years and the Town Board has committed to ongoing engagement through the process for submission and project development.

The TIP will include different projects, each of which will require a community equality impact assessment. The TIP engagement plan will seek to ensure that proposals understand and, where possible, improve equality and diversity.

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

- None

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

- HM Government's Town Deal Prospectus and guidance
  - [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/924503/20191031\\_Towns\\_Fund\\_prospectus.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/924503/20191031_Towns_Fund_prospectus.pdf)
  - <https://www.gov.uk/government/publications/towns-fund-further-guidance>

### 9. Appendices to the report

- Appendix 1 - List of Board and Advisory Group membership

#### Report Author:

Rebecca Ellsmore

Projects and Programmes Manager

## APPENDIX 1

### Board Members and Advisory Group Members

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#### 1.1 Grays Towns Fund Board

New River – Justin Thomas; CHAIR  
 Local MP – Jackie Doyle Price; VICE-CHAIR  
 SELEP – Adam Bryan  
 South Essex College – Angela O'Donoghue  
 CVS - Kristina Jackson  
 Tilbury On Thames Trust - Lucy Harris  
 River Side Community – Teresa O'Keeffe

#### 1.2 Grays Advisory Group

Ensign Bus Company Ltd	Ensign, Ross Newman   First, Tony Gardiner
Job Centre Plus	Lindsey Moore
Thameside Theatre	Dianna Ferry
Riverside Community Big Local	Andrew Blakey
Grays Community Forum(s); Orchards & Thameside	Tina
Thames Clipper	Geoff Symonds
Public Health	Sue Bradish
Environment Agency	Phillip Spearman
Sikh Gudwara	Inderpal Singh
St Peter and St Pauls Church	Reverend Darren Barlow
Grays Riverside Ward Councillor	Councillor Tony Fish
Grays Thurrock Ward Councillor	Councillor John Kent
Grays Thurrock Ward Councillor	Councillor Lynn Worrall
Grays Riverside Ward Councillor	Councillor Jane Potheary
C2C	Ben Martin
Local Police - Secure by Design	Michael Armstrong
Nepalese Community	Sundar Limbu
Active Thurrock	Lee Monk
Taxi licensing	Paula Parrott
Yacht Club	Tim Baker
Adult Community College	Jacqueline Bradley
Smart Thurrock	Andy Best
Thurrock Lifestyle Solutions	Neil Woodbridge
Designing out Crime Officer	Alan Twine

<b>8 December 2020</b>	<b>ITEM: 10</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>	
<b>Tilbury Town Investment Plan</b>	
<b>Wards and communities affected:</b> Tilbury Riverside and Thurrock Park, Tilbury and St Chads	<b>Key Decision:</b> N/A
<b>Report of:</b> Rebecca Ellsmore, Projects and Programmes Manager, Place Delivery	
<b>Accountable Assistant Director:</b> David Moore, Assistant Director of Place Delivery	
<b>Accountable Director:</b> Andy Millard, Director of Place	
<b>This report is Public</b>	

## Executive Summary

In November 2019, Government published its prospectus for the Towns Fund, a £3.6 billion fund to provide investment in 101 towns. The focus of the Towns Fund is to drive economic regeneration in those towns and to deliver long term economic and productive growth through urban regeneration, planning and land use, skills and enterprise, and transport and digital connectivity. Towns have to develop and submit a Town Investment Plan (TIP) in order to apply for the funding.

Tilbury was selected as one of the areas to benefit and to be given the opportunity to secure up to £25million from the fund.

The prospectus emphasised that growth should be driven by local communities through a Town Board with a private sector chair and representation from stakeholders. The Tilbury Town Fund Board was established in January 2020 and is chaired by Peter Ward, Commercial Director of Port of Tilbury. The Town Board is responsible for preparing the Town Investment Plan for the two Tilbury wards which will be the basis for the submission to secure funding from the Towns Fund.

### 1. Recommendation(s)

**Members of Planning, Transport, and Regeneration Committee are asked to:-**

- 1.1 note the work of the Town Board in progressing the Town Investment Plan.**

- 1.2 **note the intention to submit a Town Investment Plan, based on the ongoing stakeholder engagement and indicative projects described in this report.**
- 1.3 **note that further reports will be submitted at a later date with details of projects prior to completion of a Town Deal with Government.**

## **2. Introduction and Background**

- 2.1 In November 2019, Government published its prospectus for the Towns Fund, a £3.6 billion fund to drive economic growth in 101 selected towns. The Tilbury wards were included and the decision was taken by the Tilbury Town Board to focus primarily on Tilbury Station Gateway, Civic Square and Tilbury Riverside.
- 2.2 The selected towns were required to establish a Town Board with a business sector chair and representation from local stakeholders to enable the community to be the driving force behind the transformative economic change required under the prospectus. The Tilbury Town Board held its first meeting in January 2020 when it appointed Peter Ward of Port of Tilbury as its chair. It agreed Terms of Reference and Terms of Governance and started preparations for the Tilbury Town Investment Plan. The Tilbury Town Board received an initial grant of £140,000 to support the establishment of the Board and preparation of the TIP.
- 2.3 The full membership of the board is identified in the Appendix and reflects the requirements set out in the prospectus. Also listed in the Appendix is the membership of an Advisory Group established by the Board to support its activities and broaden the representation of local stakeholders.
- 2.4 In June 2020, Government published further guidance on the fund and the preparation of TIPs. In summary;
  - a. the Town Board are to lead the production of an evidence based TIP
  - b. the TIP needs to demonstrate Stakeholder engagement, and that local communities have driven the TIP.
  - c. the TIP is to provide a plan for transformative economic change focussing on seven investment themes (Local transport, Urban regeneration planning and land use, arts culture and heritage, skills, Enterprise, or 'other').
  - d. the funding mix is expected to be 95% capital:5% revenue.
  - e. the principles on which the TIP is to be based include securing long term sustainable economic growth, analysis of the area, clean growth, and alignment with other funding
- 2.5 The Tilbury Town Board has agreed to submit a bid in Cohort 3, which means the TIP has to be submitted by 29th January 2021. Following approval of the TIP, the Town Board will be invited to submit Full Business Cases for each



approved project. The Town Board and the Council will then be expected to sign a Town Deal with Government for funding and delivery based on all successful business cases.

- 2.6 Tilbury has already received a grant of £500,000 through the Accelerated Towns Fund, to support initial projects that can be delivered by the end of March 2021. The projects agreed by the Town Board for this funding are essential items for the Youth Centre, demolition of the Old Fire Station, match-funding to support the CLLD shopfront improvement or business support schemes, establishing a hub for information and consultation, and the installation of an outdoor gym, fitness trail and other green space improvements.

### **3. Issues, Options and Analysis of Options**

#### Stakeholder engagement

- 3.1 Regeneration plans for Tilbury have been the subject of several consultations over recent years including;
- a. 2017: Tilbury Development Framework
  - b. 2018: Tilbury Masterplan
  - c. 2018: Resident Consultation for Tilbury IMC
  - d. 2019: Resident Consultation Brennan Road
- 3.2 Each of these consultations has raised similar issues and suggestions for improvement include:
- a. improvements to the town centre (current offer is seen as limited and low value retail offer.
  - b. more social, community and leisure facilities.
  - c. development of a better evening economy.
  - d. a desire for more investment in Youth in Tilbury and requests for a youth facility.
  - e. do more with the riverside including leisure, heritage and open space facilities.
  - f. more places to eat and drink.
  - g. a river bus service.
  - h. provision of a wider range of activities in the Civic Square.
- 3.3 The consultations have also raised “operational” issues including anti-social behaviours and crime, insufficient policing, poor and untidy public places and vacant buildings.
- 3.4 Further detailed consultation is also taking place with members of the Tilbury Advisory Group (TAG), to support the work of the Towns Fund Board. The TAG includes local businesses and representative groups from the local community, and currently includes 35 resident, business and community groups and stakeholders. The TAG group has been involved in three visioning sessions to date, although these were held online Teams meetings, due to the constraints of the COVID pandemic.

- 3.5 The #MyTowns web site was set up by the Government to help engagement with local residents over the Towns Fund programme and it provides a facility for people to provide their comments on what needs to be done to improve Tilbury. At the time of writing there had been over 20 suggestions and 273 further comments relating to Tilbury. Comments relevant to Tilbury reflect the comments from all the recent consultation events summarised above.
- 3.6 The Town Board has formed a Communications Group, with membership from the Board, supported by the Council's Regeneration and Communications teams. Details of the Town Board are provided on the Council's web site including links to the #MyTowns web site. The Town Board Communications Group has established its own web site including an on-going survey and 'comments' facility to enable comments, opinions and suggestions to be provided directly to the Board and feed into the on-going development of projects. The website URL is <http://tilburytownfund.co.uk/>.
- 3.7 The Town Board Communications Group has prepared an engagement strategy to support development of the TIP and to provide ongoing support for project development. The TIP will include a commitment to continually engage with local communities on the Town Boards developing plans and individual projects, and the website will be a key vehicle in maintaining dialogue with local residents.

#### TIP Projects

- 3.8 Building on the consultation undertaken to date, the Board has identified a number of areas for focus, themed around Tilbury's "Hub, Heart and Heritage". The projects are planned to:-
- a. complement schemes that are underway (such as Tilbury's Integrated Medical Centre), with a proposal to enhance the BREAAAM rating of the building to BREAAAM outstanding, improve the public realm and provide an outdoor community space.
  - b. reflect issues raised in public engagement; and
  - c. concentrate on schemes that require capital funding, as the Towns Fund is 95% Capital and only 5% revenue.
- 3.9 The Board has identified the following priorities for the Town Investment Plan under the three themes of Tilbury's "Hub, Heart and Heritage":-

#### Hub:-

- a. Station Gateway (both Town side and Port Side) - enhancing the links between the riverfront and the town centre and improving the area around the Tilbury train station.
- b. Improving the public spaces and including enhanced digital connectivity, smart signage, and facilities to support a range of cultural events and activities.

Heart:-

- c. Civic Square – inclusion of a youth facility, community facility and community spaces while rationalising the best use of the Civic Square and the properties around it while leaving options open for land acquisition, mergers and demolition.
- d. Parks – improvements to the open spaces for community space and leisure use.
- e. Tilbury Integrated Medical Centre - improvements to bring the building up to BREEAM outstanding, to act as a beacon for the standards of development expected in the town. The improvement of the external public realm to provide a welcoming public realm area available for community use.

Heritage

- f. Tilbury Riverside Station – using match funding with HLF to promote the heritage value of the Tilbury Riverside Station (within the Cruise Terminal) and opening this up to the public to promote the heritage offer along the river.
- g. Two Forts Way – enhancing the public path with interpretation and path enhancements along the Thames to the Two Forts way and providing the heritage link between Tilbury Fort to Coalhouse Fort.
- h. Cruise Terminal – promoting the heritage offer of this site increasing the offer along the Thames to attract residents and visitors.
- i. Extending the River Front pier to include a provision for a Thames Clipper service.
- j. Making the Tilbury Beach area more accessible by maintaining and enhancing the river front area with the potential inclusion of sculptures or art work linked to Queen Elizabeth 1 and Windrush.

#### **4. Reasons for Recommendation**

- 4.1 The Towns Fund and the development of Town Investment Plan by the Tilbury Town Board provide an exciting opportunity to secure much needed funding to address long standing issues and opportunities that should enhance the chances for the successful regeneration of Tilbury. This will also contribute to many of the Council's priorities, as outlined in section 6 below.

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

- 5.1 Consultation with residents has been held through Stakeholder workshops and the #MyTowns web site, as summarised elsewhere in this report. The Stakeholder engagement plan will include provision for ongoing engagement through the Town Board Web site and bespoke engagement on projects as they are developed. Further specific engagement events have also been held to engage with younger people in Tilbury.
- 5.2 All local Ward Councillors were also invited to take part in the Visioning workshops for the TAG group, in addition to being consulted individually by Chair of the Tilbury Towns Fund Board.

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

- 6.1 The Thurrock Local Plan and Economic Growth Strategy identify Tilbury as a Growth Hub where economic regeneration and housing growth are to be focussed. The Thurrock Transport Strategy supports improvements of the transport interchange at Tilbury Station including the quality of the public realm, and delivering improved and safer accessibility. The emerging digital strategy supports enhancements in Digital connectivity.
- 6.2 The emerging priorities and schemes in the TIP are consistent with the Council's strategies and priorities, provide a means for close community engagement, and importantly provide a vehicle for securing funds to support delivery.

## **7. Implications**

### **7.1 Financial**

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

The TIP submission will, if successful, provide between £25-50 million of funding for projects in Tilbury Town Centre. Financial implications for the Council will be assessed fully as the projects are developed.

While the majority of the capital costs associated with this will be funded from the Towns Fund, there are likely to be associated revenue financial impacts for the Council to manage. This will be clarified as projects progress at the Full Business Case stage.

### **7.2 Legal**

Implications verified by: **Ian Hunt**  
**Assistant Director of Law and Governance & Monitoring Officer**

The Town Investment Plan is a necessary stage in securing a Town Deal with Government and up to £25million. The Council would be the accountable body holding funds received on behalf of the Town Board. The TIP is 'owned' by the Town Board and the Government prospectus identifies the Board as an advisory group to the Council. Currently the Board has no direct formal legal status and the Council will be the accountable body for funding. During the next stages of producing Full Business Cases and ultimately signing a Town Deal, the Council will need to ensure that its governance processes have been complied with and that it accepts obligations for funding and support, land holdings, and maintenance implications of projects to be funded, there will also need to be a full understanding of risk and the arrangements which

will be needed to deliver the business case. This process will need to be subject to separate decision making at the appropriate time.

### 7.3 Diversity and Equality

Implications verified by: **Natalie Smith**  
**Strategic Lead: Community Development and Equalities**

The Town Board and its Advisory Group include a full range of representation of stakeholders. The Advisory Group is open to others to join. Stakeholder engagement has built on existing engagement exercises carried out in Tilbury over recent years.

As part of the process of developing the TIP, the Council and the Towns Board have carried out extensive community engagement.

The Town Board has committed to ongoing engagement through the process for submission and project development. The TIP will include different projects, each of which will require a community equality impact assessment. The TIP engagement plan will seek to ensure that proposals understand and, where possible, improve equality and diversity.

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

- None

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

- Government Town Deal Prospectus and guidance
  - [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/924503/20191031\\_Towns\\_Fund\\_prospectus.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/924503/20191031_Towns_Fund_prospectus.pdf)
  - <https://www.gov.uk/government/publications/towns-fund-further-guidance>

### 9. Appendices to the report

- Appendix 1 - List of Board and Advisory Group membership

#### Report Author:

Rebecca Ellsmore  
Projects and Programmes Manager

## APPENDIX 1

### List of Tilbury Town Board Members and Advisory Group Members

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#### 1. Tilbury Towns Fund Board Members

Port of Tilbury - Peter Ward; CHAIR  
Local MP – Jackie Doyle Price: VICE CHAIR  
Portfolio Holder - Cllr M Coxshall  
Local Councillor - Cllr A Mayes  
SELEP - Adam Bryan  
Tilbury on Thames Trust - Lucy Harris  
CLLD/Port of Tilbury - Simon Harper  
One Community – Yewande Kannike

#### 2 Tilbury Towns Fund Advisory Group

Group Name	Chair/Representative
NWES	Stephanie Hodgkin
Job Centre Plus	Leisa Lovatt-Pasterfield
Tilbury Hub/Forum	Vince Offord, Carol Purser
Gateway Academy	Kevin Sadler
Thurrock Community & Volunteer Service	Jacqui Payne, Kristina Jackson
Thames Clipper	Geoff Symonds
Sport England	Roy Warren (Stepped Down)
Public Health	Sue Bradish
Environment Agency	Phillip Spearman
Kind&Co	Tony Battle
633 Daisy Squad	Carol Purser
Tilbury Football Club	Lee Upton
Coalhouse Fort Voluntary Gp Representatives	Martin Clift, Kevin Diver
Katie Beadle	Katie Beadle
BATA Representative	Mike Tarbard
Tilbury Riverside Project	Annie O'Brien
Tilbury St Chads Ward Councillor	Councillor John Allen
Tilbury St. Chads Ward Councillor	Councillor Steve Liddiard
East Tilbury Ward Councillor	Councillor Fraser Massey
East Tilbury Ward Councillor	Councillor Sue Sammons
Tilbury Riverside & Thurrock Park Ward Cllr	Councillor Bukky Okunade
C2C	Ben Martin
Dean Turner	TMA
Ben Pearce	Local business man and resident
Local Police - Secure by Design	Michael Armstrong
Local Designing out Crime	Alan Twine

<b>8 November 2020</b>	<b>ITEM: 11</b>
<b>Planning, Transport, Regeneration Overview and Scrutiny Committee</b>	
<b>Purfleet Centre Regeneration</b>	
<b>Wards and communities affected:</b> West Thurrock and South Stifford	<b>Key Decision:</b> N/A
<b>Report of:</b> Rebecca Ellsmore, Projects and Programmes Manager, Place Delivery	
<b>Accountable Assistant Director:</b> David Moore, Assistant Director of Place Delivery	
<b>Accountable Director:</b> Andy Millard, Director of Place	
<b>This report is</b> Public, apart from Appendix 1 and Appendix 2 which are exempt due to information relating to the financial or business affairs of any particular person (including the authority holding that information).	

## Executive Summary

Through a series of reports over recent years, Overview & Scrutiny and Cabinet have been updated on the progress of this high profile scheme that is being delivered in conjunction with the Council’s development partner Purfleet Centre Regeneration Limited (PCRL). The project will deliver up to 2,650 new homes around a new town centre and vastly improved community infrastructure.

The significant amount of infrastructure included in the scheme has attracted £75.1m in grant funding from the Ministry of Housing, Communities and Local Government’s Housing Infrastructure Fund (MHCLG HIF). Thurrock Council is the grant recipient for the scheme but PCRL have been instrumental in supporting the Council in the efforts required to secure the funding. To accept the funding the Council must enter into a Grant Determination Agreement (GDA) with Homes England. The key terms of this agreement are described in Appendix 1 and it will be requested that Cabinet (at the meeting on 9<sup>th</sup> December) delegates approval to enter into this agreement once all terms have been finalised.

HIF is essential to scheme delivery. The announcement that HIF had been secured prompted a further detailed review of the delivery strategy, programme and viability model to ensure that the project could comply with the delivery requirements attached to HIF as grant conditions. This review also considered whether the controls and processes in the Development Agreement (the DA) were fit for purpose and were capable of managing the inclusion of HIF in the scheme.

This report and Appendix 2 describes some proposed changes to the DA that are necessary to ensure that the Council can maintain its contractual obligations under

the HIF Grant Determination Agreement and/or to support the delivery of the scheme. The Cabinet report does not seek approval for PCRL to start on site, the mechanisms for these next steps towards delivery are outlined in section 3. The report does however, confirm that the s.151 Officer is satisfied that Best Consideration is sufficiently evidenced for the Council to commit its land to the scheme.

As per previous reporting, the terms of the DA are commercially sensitive - the appendix outlining the proposed variations is therefore exempt from publication.

Following approval of these variations the Council will document and enter into a deed of variation to amend the existing DA.

The scheme has been in development for a long period but the requested approvals contained within the Cabinet report, in conjunction with the Best Consideration (value for money) sign off from the s.151 officer, are a huge step towards the delivery stage and support PCRL's aspirations to start works on site in the coming months.

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

### **1.1. Overview and Scrutiny Members are asked to comment on the following recommendations that will be presented to Cabinet:**

- a) Note the progress of the scheme in recent months and, in particular, the positive Best Consideration sign off and the success of the HIF application in securing £75.1m of Central Government investment into the Borough;**
- b) Note the key terms of the HIF Grant Determination Agreement and delegate authority to the Director of Place, in consultation with the s.151 Officer and Portfolio holder for Regeneration and Strategic Planning to negotiate final terms and enter into the Grant Determination Agreement with Homes England);**
- c) Approve the proposed variations described in Appendix 2 and delegate authority to the Director of Place, in consultation with the s.151 Officer and Portfolio holder for Regeneration and Strategic Planning to agree any final terms and document and enter into a Deed of Variation to formally amend the Development Agreement in line with these proposals.**

## **2. Introduction and Background**

- 2.1. Purfleet Centre is the largest regeneration programme which the Council is directly responsible for delivering. Following completion of a competitive dialogue process, the Council entered into a Development Agreement (DA) with the selected development partner Purfleet Centre Regeneration Ltd (PCRL) in 2016. The DA sets out the role and contributions of each partner in delivering the scheme.



- 2.2. In 2017, MHCLG and Homes England (HE) announced a nation-wide Housing Infrastructure Fund to support the cost of infrastructure required to unlock the delivery of new homes. Local authorities were invited to submit Expressions of Interest for grants of up to £250m noting that funds would be allocated on a competitive basis.
- 2.3. Thurrock Council submitted an Expression of Interest for the Purfleet scheme in September 2017, the project was shortlisted for the co-development phase and submitted a full business case in December 2018. The announcement that the scheme had been successful in securing funding came in March 2020.
- 2.4. The Council is working closely with Homes England to negotiate the terms of a HIF Grant Determination Agreement that will formally secure and manage the HIF funding. The key terms of this agreement, demonstrating what is still under discussion with Homes England, are included at Appendix 1 (exempt). The Council will be the grant recipient for this funding and will only draw it down when viability and value for money to the Council has been confirmed to the satisfaction of the s.151 Officer (further details in section 3.8 below). This sign off has been secured for Phase 1a but will be reconfirmed at each future approval point.
- 2.5. The intention is to input the funding into the current contractual arrangement in place with PCRL. This arrangement is governed by a Development Agreement. To ensure the current DA and the provisions in the Grant Determination Agreement with Homes England are aligned some changes need to be made to the DA. These are described in section 3 and Appendix 2 (exempt). A further funding agreement between the Council and PCRL will also be required to govern this transfer and to ensure that all risks and obligations contained within the Grant Determination Agreement are passed to (see section 3.4 below).
- 2.6. PCRL and the Council have jointly reviewed the delivery strategy for the scheme and the control and approval mechanisms included in the DA. To ensure that the scheme can progress whilst protecting the interests of all parties a number of amendments to the DA are proposed. These amendments are described in section three and Appendix 2 (exempt).
- 2.7. The announcement on HIF joins other positive milestones for the project including:
  - Securing outline planning consent for the whole masterplan area.
  - Securing full planning consent for the first 61 homes.
  - Completing key land acquisitions to support phase 1 of the scheme.
  - Completing the appropriations process for Phase 1a of the scheme.
  - Agreeing an outline brief and commencing stakeholder consultation on both the Integrated Medical Centre (IMC) and the new Primary School.
  - Confirmation from the s.151 Officer that the requirement of Best Consideration has been met.

### **3. Issues, Options and Analysis of Options**

#### **Housing Infrastructure Fund**

- 3.1. As part of the HIF contracting process, Homes England provided the Council with a number of pre and post contract conditions and a draft Grant Determination Agreement. HE expect all pre contract conditions to be discharged and the Council to be in a position to enter into the Grant Determination Agreement by the end of December 2020.
- 3.2. The Council has worked with its professional advisors and PCRL to provide the required information to satisfy those conditions. Most of the conditions related to a transfer of information to ensure that Homes England understood the project and the relevant controls that are in place via the DA, as well as updating them on progress with the scheme in the period between submitting the application and the funding being announced.
- 3.3. However, some of the conditions required new information to be collated or new controls to the way the project financing is structured. As public funding is coming into the scheme HE requires, where scheme receipts allow, HIF funding to be recovered to the Council and recycled into future housing developments. This has increased the Council's share of any future profits and will require a change to the DA to ensure this is a contractual commitment.
- 3.4. Thurrock Council will be the grant recipient for HIF. Subject to final s.151 Officer sign off at each stage as referenced previously, the intention is to put this funding into the PCRL scheme and a legal agreement is being documented to ensure that any change to the liability or risk profile of the Council as a result of accepting HIF is passed to PCRL. This agreement will make PCRL legally responsible for delivery of the funded outputs and will ensure that if HE consider a fundamental default to have been triggered by the actions of PCRL the DA between the Council and PCRL will terminate so that the Council can work with HE to agree an alternative way of delivering the outputs.

#### **Promoting Scheme Delivery**

- 3.5. The DA was negotiated with PCRL at the end of the competitive dialogue process and was signed in 2016. It has served to govern the project through its early milestones including the granting of outline planning consent for the entire masterplan area.
- 3.6. Since the announcement of a HIF award, substantial work has been undertaken to optimise the design, phasing and delivery strategy for the scheme. The DA was written without the benefit of this detailed knowledge and, with the requirement to complete a deed of variation to enable HIF to be inputted in the scheme, it is a sensible point in time to look at other variations that would ensure that the DA aligns with the optimal delivery strategy and

actively supports scheme delivery whilst still protecting the interests of the Council. A number of proposed variations are therefore described in Appendix 2 (exempt).

### **Future approval mechanism**

3.7. As referenced earlier, this report does not give PCRL approval to start development works on site. Approval under the DA is conditional on PCRL meeting seven Phase Pre-Development Conditions that are designed to give the Council confidence that at the point of approval the phase of works being proposed are:

- Consented (phase planning condition) and (planning agreement condition)
- In alignment with the approved Concept Scheme, have agreed timelines and the delivery approach is understood (phase proposal condition)
- On land which is in the Council's ownership and available for development (site assembly condition)
- Deliverable from a financial point of view (financial appraisal condition for phase 1, viability condition or all other phases)
- Not affected (cost or time) by ground conditions capable of being understood by survey work (site survey condition)
- Fully funded/financed with appropriate evidence of funds provided to the Council (funding condition)

It should be noted that PCRL are allowed to do a range of survey and enabling works under licence in advance of these conditions being satisfied.

3.8. Satisfying the conditions above will make the DA 'unconditional' on that particular phase and allow PCRL to draw down the Council land for that phase by way of a building lease. Currently, whilst PCRL are well advanced in preparing the documentation required to seek the final approvals and take the DA to an unconditional status on Phase 1, the Council has not yet given approval to the full set of Phase Pre-Development Conditions.

3.9. In addition to the DA mechanisms, the Council has a legal obligation to ensure that the principle of 'best consideration' is also applied. This final approval is confirmation from the s.151 Officer that the use of public funds (in this case committing the Council's land) represents value for money for the public sector set against the forecasted financial returns and the outputs (housing and infrastructure) being delivered by the scheme. The s.151 Officer has confirmed that on the information presented to date best consideration is achieved for Phase 1a. As this project is a long term development, the best consideration analysis will be reviewed at each point where the Council commits its land to the scheme.

### **Risk Management**

3.10. Significant work has been dedicated to understanding the likely financial output of the scheme. PCRL have provided a financial model that is

supported by evidence from external consultants. On behalf of the Council CBRE have challenged the inputs and assumptions that are included in the model and have prepared a version that they feel reflects an achievable position for the scheme.

- 3.11. Whilst the model currently doesn't suggest a break even position in terms of financial return, sensitivity analysis shows that inputs (such as house price HIF funded elements of the scheme with the Council's contribution being limited to the value of the land drawn down by the scheme and the capital contribution to the school. The DA does allow the Council, at its absolute discretion, to become a funder to the scheme should it feel that this is a viable investment opportunity that will provide a beneficial return.
- 3.12. The proposal to give approvals on a sub phase basis tightens the contractual controls with the Council releasing land in smaller parcels and being able to consider the performance of PCRL on previous sub phases before allowing further land to be drawn down. In addition, learning lessons from the A13 project, the Council's Major Project Board will have clear and regular oversight of scheme performance.

### **Summary**

- 3.13. In summary house price growth does not have to increase significantly for the real life situation to outperform the model and deliver a recovery of the Council's land value and capital contribution. Furthermore, the scheme is delivering wider benefits such as c.£245m of infrastructure (including the Purfleet Integrated Medical Centre and the closure of the level crossing) and the delivery of up to 2,850 homes on a brownfield site. The total benefit to Thurrock and the Council is therefore much wider than the pure financial return.
- 3.14. Any liability that the Council has for cost overruns on the HIF funded infrastructure is passed to PCRL by way of a legal agreement that runs back-to-back with the HIF GDA. Responsibility for cost overruns on the HIF funded and developer funded works legally rests with the developer. For clarity, the following needs to occur in order for the Council to accept HIF and input it into the Purfleet Centre scheme:

#### Acceptance of HIF

- Cabinet Approval to accept HIF.
- GDA with Homes England entered into by the Council.

#### Input of HIF into DA

- Cabinet approval to amend the DA.
- Deed of Variation executed.
- PCRL and the Council enter into a supplementary agreement to govern the input of HIF into the PCRL scheme.
- PCRL satisfy all remaining conditions - DA becomes unconditional.

- Claim and appropriate evidence submitted to HE and funding drawn down by the Council.
- Not until then would funding be transferred to PCRL.

#### **4. Reasons for Recommendation**

- 4.1. The HIF grant will greatly assist the delivery of the project but in order to enter the delivery phase the Council needs to enter into the Grant Determination Agreement with Homes England.
- 4.2. The inclusion of HIF requires some amendments to the DA in order to ensure that the Council and PCRL can comply with the terms of the GDA. Furthermore, the maturity of the scheme and the detailed work undertaken following the announcement of HIF award warrants a review of the DA to ensure that it supports scheme delivery and that the controls it includes are relevant to the current scheme position.
- 4.3. The inclusion of HIF and the changes to the DA are key to the S151 sign off on both Best Consideration and Financial Viability.

#### **5. Consultation - Overview and Scrutiny**

- 5.1. This report is presented to Overview and Scrutiny in advance of the Cabinet meeting on the 9<sup>th</sup> December. Due to the close proximity of the meetings feedback will be given to Cabinet verbally.
- 5.2. General progress has been reported regularly to the Purfleet Community Forum and PCRL continue to maintain the ourpurfleet.com website to keep the wider community updated on progress. PCRL have also re-instigated the Purfleet Community Design panel (as a virtual group during Covid-19 restrictions).

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

- 6.1. Purfleet Centre is referenced in the Council's Economic Development and Regeneration Strategies and the Local Plan. The receipt of HIF will make a significant contribution to achieving the Council's vision for Purfleet and will be of great benefit in bringing the programme forward.

#### **7. Implications**

##### **7.1. Financial**

Implications verified by: **Sean Clark**  
**Corporate Director of Finance, Property and Governance**

The DA has clear mechanisms and thresholds for assessing financial viability. The changes expected by Homes England aim to facilitate the recovery of public funding back to the public sector for reuse in other housing schemes. If successful this will provide a positive benefit to the Council in delivering its wider housing aspirations. Funding will only be recovered where returns allow so the overall viability of the Purfleet scheme will remain intact.

The S151 Officer has considered financial viability, best consideration and any risks relating to the HIF agreement with Homes England. Best consideration/value for money sign off has been secured for the first decision point (Phase 1a). A full financial assessment will be undertaken at future decision points within the DA ensuring that viability and value for money to the Council is confirmed again before further Council owned land is committed. Value for money will consider financial and infrastructure benefits as well as contributions to the Council's housing targets. Risks have also been managed down within the HIF agreement with Homes England.

## **7.2. Legal**

Implications verified by: **Tim Hallam**  
**Deputy Head of Law and Deputy Monitoring Officer**

The main legal implications specifically relevant to this report are summarised in the main body of the report. Eversheds Sutherland have advised on all aspects of the DA to date. The principal external lawyer advising the Council on the DA has now moved from Eversheds Sutherland to Gowlings WLG and to ensure there is consistency of advice and approach the contract has been moved to Gowlings. Changes to the clauses of the DA have been reviewed assessed by Gowlings and will also require review verified by internal legal for compliance with the Council's own protocols including its procurement rules.

## **7.3. Diversity and Equality**

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

The Development Proposals for this phase of the Project support long-term achievement of the Council's equality objectives and specifically those associated with residents' access to services in addition to supporting community integration and cohesion. Through construction to delivery, employment opportunities will be introduced along with the provision of new community facilities and a diverse mixture of housing types in Purfleet.

The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and

- other conduct prohibited by the Equality Act 2010
- advance equality of opportunity between people from different groups
- foster good relations between people from different groups.

The broad purpose of this duty is to integrate considerations of equality into day business and keep them under review in decision making, the design of policies and the delivery of services.

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

- Not Applicable

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

- March 2020 – Cabinet – Purfleet Centre Regeneration  
<https://democracy.thurrock.gov.uk/ieListDocuments.aspx?CIId=129&MIId=5584#AI11402>
- November 2018 - PTR O&S – Briefing: Purfleet Centre Update  
<https://democracy.thurrock.gov.uk/ieListDocuments.aspx?CIId=170&MIId=5464&Ver=4>
- March 2018 – Cabinet – Purfleet Centre Update  
<https://democracy.thurrock.gov.uk/ieListDocuments.aspx?CIId=129&MIId=5212&Ver=4>
- January 2018 – PTR O&S - Purfleet Centre Update  
<https://democracy.thurrock.gov.uk/ieListDocuments.aspx?CIId=170&MIId=5197&Ver=4>
- October 2015 – Cabinet – Purfleet Centre: Award of Contract  
<https://democracy.thurrock.gov.uk/ieListDocuments.aspx?CIId=129&MIId=2566#AI3285>

9. **Appendices to the report**

- Appendix 1 – Key terms of the HIF Grant Determination Agreement (Exempt)
- Appendix 2 – Heads of Terms for Proposed Variations to the Development Agreement (Exempt)

**Report Author:**

Rebecca Ellsmore

Strategic Lead, Regeneration

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## Work Programme

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

**Year:** 2020/2021

**Dates of Meetings:** 6<sup>th</sup> July 2020, 7<sup>th</sup> September 2020, 13<sup>th</sup> October 2020, 8<sup>th</sup> December 2020, 9<sup>th</sup> February 2021

Topic	Lead Officer	Requested by Officer/Member
<b>July 2020</b>		
Grays Regeneration - Underpass Options	David Moore	Officer
A13 Widening Report	Anna Eastgate	Officer/ Members
Stanford-le-Hope Railway	Anna Eastgate	Officers/Members
Work Programme	Democratic Services	Standing item
<b>September 2020 – Extraordinary Meeting</b>		
Approach to the Local Plan	Leigh Nicholson	Officers
Economic Development Strategy	Stephen Taylor	Officers
Work Programme	Democratic Services	Standing item

## Work Programme

October 2020		
Sustainable travel and movement in Thurrock	Mat Kiely	Officers
c2c Update	Mat Kiely (Chris Atkinson (external))	Members
Work Programme	Democratic Services	Standing item
December 2020		
<i>Local Plan/ Health Facilities</i>	<i>Leigh Nicholson</i>	<i>Officers</i> <i>Briefing Note Completed and sent to Members on (TBC)</i>
<i>Build, Build, Build Agenda</i>	<i>Stephen Taylor</i>	<i>Members</i> <i>Briefing Note Completed and sent to Members on (TBC)</i>
Fees and Charges	Andy Millard/ Leigh Nicholson	Officers
Stanford Le Hope Station Update	Anna Eastgate	Officers
A13 Update	Anna Eastgate	Members
Towns Fund Submissions (Grays & Tilbury)	David Moore	Officers

## Work Programme

Electric Vehicle Charging	Mat Kiely	Officers
Work Programme	Democratic Services	Standing item
<b>February 2021</b>		
Review of Projects and Schemes	Anna Eastgate	Members
Freight and Lorry Parking Strategy	Leigh Nicholson	Members
Parking Strategy	Leigh Nicholson	Members
EDS and Implementation Plan	Stephen Taylor	Members
Conservation Area Management Plans (CAMP) consultations	Sean Nethercott	Officers
A13 East Facing Access Scheme	Anna Eastgate / Mat Kiely	Officers
Review into Parking Permit Area	Mat Kiely	Local Councillor Request
ITB programme	Mat Kiely	Officers
A13 East Facing Access Report	Mat Kiely	Officers
Active Travel Proposals	Mat Kiely	Officers
Work Programme	Democratic Services	Standing item

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