

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

Planning, Transport, Regeneration Overview and Scrutiny Committee

The meeting will be held at **7.00 pm** on **21 January 2015**

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

Membership:

Councillors Sue Gray (Chair), Tom Kelly (Vice-Chair), Roy Jones, Martin Kerin,
Gerard Rice and Simon Wootton

Substitutes:

Councillors Robert Ray, Garry Hague, James Halden and Michael Stone

Agenda

Open to Public and Press

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2. Minutes	5 - 10
To approve as a correct record the minutes of the Planning, Transport, Regeneration Overview and Scrutiny Committee meeting held on 12 November 2014.	
3. Items of Urgent Business	
To receive additional items that the Chair is of the opinion should be considered as a matter of urgency, in accordance with Section 100B (4) (b) of the Local Government Act 1972.	
4. Declaration of Interests	
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Queries regarding this Agenda or notification of apologies:

Please contact Kenna-Victoria Martin, Senior Democratic Services Officer by sending an email to Direct.Democracy@thurrock.gov.uk

Agenda published on: **13 January 2015**

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DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

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

Helpful Reminders for Members

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

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

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



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

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

Disclosable Pecuniary Interests shall include your interests or those of:

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

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

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

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

Pecuniary

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

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

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

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

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

Non- pecuniary

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



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

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

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

1. Create a great place for learning and opportunity

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

2. Encourage and promote job creation and economic prosperity

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

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

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

4. Improve health and well-being

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

5. Protect and promote our clean and green environment

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

Minutes of the Meeting of the Planning, Transport, Regeneration Overview and Scrutiny Committee held on 12 November 2014 at 7.00 pm

Present: Councillors Sue Gray (Chair), Tom Kelly (Vice-Chair) and Oliver Gerrish (Substituting for Martin Kerin) and Robert Ray (Substituting for Roy Jones)

Apologies: Councillors Roy Jones, Martin Kerin and Simon Wootton

In attendance:
David Bull, Director of Planning and Transportation
Matthew Essex, Head of Regeneration
Kenna-Victoria Martin, Senior Democratic Services Officer
Ann Osola, Head of Service

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.

9. Minutes

The Minutes of Planning, Transport and Regeneration Overview and Scrutiny Committee, held on 30 July 2014, were approved as a correct record subject to following amendment:

Item 4, pg10

Members queried as to whether the council had liaised with residents and shop owners within Grays as to the proposed increase charge for parking and if this could be included within an update report brought back to the Committee.

10. Items of Urgent Business

There were no items of urgent business, however the Chair asked Members to note the Minutes from the Chairs and Vice-Chairs of Overview and Scrutiny Committees meeting which took place on Monday 27th October 2014.

11. Declaration of Interests

There were no such declarations.

12. Call-in to Cabinet Decision 01104315 Investment in Highways Lighting

Councillor Gledhill thanked the Chair for allowing him to speak in Councillor Little's absence; he briefly introduced the reasons for the call-in and highlighted questions for officers. Key points to note were:

- That three years ago the conservatives party put forward LED lighting as a suggested saving which was agreed within the budget plan, then it appears at Cabinet in August 2014;
- There are 7,000 light bulbs and poles within the borough that are over 30 years old, would these be replaced at the same time;
- If the light bulbs required to be replaced, what would the impact be on residents. Could it involve closing roads or would cherry picker be used;
- Following the trail of LED lights down London road, the lights appear brighter had residents been consulted or spoken to;
- Would all of the light bulbs need to be replaced or could the council be flexible and replace half of the light down a road;
- How effective would the LED lights in fog and other bad weather;
- Within rural area, should the lights appear brighter, could cause accidents
- The report didn't mention the transformation of the project or whether it was being included within new contracts moving forward;
- Should roads that do not require lights, would the council be able to turn these lights off;
- Had officers spoken with other Local Authorities regarding LED lights or the flexibility of turning lights off

In response the Leader of the Council made the following comments:

- That if Members of Overview and Scrutiny wanted to look in more detail at the investment into highways lighting, he was happy for them to do so;
- That all of the questions suggested could have been asked previously at Cabinet or to officers or himself since the Cabinet meeting;
- A survey had been undertaken to seek the views and concerns of residents;
- The project itself was to replace the light bulbs not the poles;
- The council had been working with other Local Authorities including Southend and Essex were also looking to work with the Thurrock;
- That it was prudent for Overview and Scrutiny and Cabinet to be involved in the budget setting process as the Council could not afford to wait before taking action if the required budget savings were to be achieved before the next financial year.

The Head of Transportation and Highways addressed the Committee and notified Members that the LED lights had been being used widely and tested by other Local Authorities. Members were informed that the council was working to cut cost and remain efficient, in order to meet budget costs for 2016/2017 officers were focusing on LED lights for street lighting.

Members were informed that officers were intending to keep any disruption to an absolute minimum and will consult with residents as to when works will be taking place.

The Director of Planning and Transportation advised Members that last year LED lights were fitted outside of the council building and yet no complaints had been received. He continued to inform Members that other Local Authorities had installed LED lights and through all the tests carried out nationally flickering wasn't an issue.

Councillor Gledhill, expressed concern that the discussions with officers were not open and transparent and the information not provided within the report that went to Cabinet in August. He continued to inform the Committee that scrutiny should take place before a decision is taken not after it.

Members enquired as to whether any complaints had been received throughout the trail of LED lights throughout the borough. The Director of Planning and Transportation informed Members that he hadn't looked at complaints within much detail, however; he assured the Committee that if any complaints or concerns had been raised he would be aware of them.

Councillor Kelly queried officer's plans to implement LED lights within the borough. The Head of Transportation and Highways explained that a business case had been produced to give officers 6 months to find a contractor and to outline the lights that need to be replaced first for enable to saving to be made in the new financial year. She further informed Members that moving forward LED light were more reliable and the trail of 500 lights within the Thurrock were still being monitored.

Councillor Gerrish felt that it was not necessary for this decision to have called-in, however he agreed that the Committee should be updated with the details behind the decision.

Councillor Ray informed the Committee that there had been LED lights in Aveley for the last 7months and he was impressed with them.

A vote was undertaken in respect of the call-in recommendations, whereupon, one Member voted in favour of referring the recommendation to Cabinet for reconsideration, and three Members voted to reject the call-in. The Chair declared that the call-in was lost.

RESOLVED:

That the Call-In be rejected, for the reasons as outlined above.

13. Community Transport Report

The Director of Planning and Transportation introduced the report and informed Members that following the decision of the Committee at the July 2014 meeting to hold a Task and Finish Group to investigate community

transport the Review Panel met on Wednesday 29 October and was Chaired by Councillor Tom Kelly.

Members were notified that it was agreed that a one-off funding of £50,000 for this financial year was made available conditional on a business plan being provided to the council for the future of TransVol and that as the Director of Planning and Transportation he would meet with the Directors of Children's and Adult Services to consider invest-to-save funding to bring the total up.

The Committee were advised that officers were working with TransVol and were putting them in touch with officers within different departments who could assist with advice and offer them possible additional contracts.

Officers informed Members that at the Chairs and Vice-Chairs of Overview and Scrutiny Committees meeting which took place on Monday 27th October 2014 TransVol agreed a £10,000 reduction within its funding grant.

Members asked Officers to keep them updated of the progress and any developments.

RESOLVED:

That the Planning, Transport and Regeneration Overview and Scrutiny Committee:

1. **Note the Community Transport Review Panel report attached at appendix 1.**
2. **Agree the recommendations contained within the report at appendix 1, following which a report will be referred to Cabinet.**

14. European Union Funding Programmes

The Head of Regeneration introduced the report to the Committee explaining that all countries within the European Union receive funding by way of grants and other programmes. Some of the largest programmes are the ERDF and ESF programmes which typically have wealth creation, employment, skills and business support as their primary goals. The new ERDF and ESF programmes are currently being shaped through Local Enterprise Partnerships (LEPs) including the South East Local Enterprise Partnership (SELEP) which covers Thurrock, Southend and Medway Unitary Authorities and Essex, Kent and East Sussex County Councils.

Members were advised that typically these programmes were developed at National level and so it was very rare to be able to support the development of the programmes from their outset.

It was anticipated that nearly £180m of ERDF and ESF funds would be allocated to SELEP. The Committee were informed that the SELEP had agreed a number of objectives for the programme to cover including:

- Innovation
- Supporting businesses
- Supporting the shift to the low carbon economy
- Education, skills and lifelong learning
- Reducing social exclusion

During discussions Members were notified that Thurrock had already run a low carbon business programme which had been offered out to greater Essex. It was further noted that officers were working with partnerships such as Thames Gateway South Essex, to ensure that any issues and opportunities within Thurrock were reflected. Members were informed that the European funding streams were also being used to support businesses and jobs for local benefit.

Members enquired as to whether the project was good value for money, officers informed the Committee that at this stage no projects had been developed but that steps would be taken to assess the value for money of projects as they emerged.

It was queried by the Committee as to whether the funding could be invested into addressing broader issues such as public health; Officers explained that the programmes were relatively prescriptive in what they could be used for and the major focus of ERDF and ESF is on business support, employment and skills. However, it was noted that there was a well documented link between employment and general health.

RESOLVED:

Members are invited to review progress and comment on the priorities identified for the new European Growth Programme.

15. Grays South and Rail Station Regeneration

The Head of Regeneration introduced the report to Members explaining that a report was due to go to Cabinet on 17 December 2014 outlining the Council's work to secure the replacement of the Grays level crossing with a boulevard underpass as part of a wider programme seeking to also close the level crossings at Stanford Le Hope, East Tilbury and Purfleet.

Members were notified that subject to Cabinet's approval at its December meeting, the council would be working in partnership with C2C and Network Rail to secure the land required to develop the boulevard underpass according to the terms of a Memorandum of Understanding which had been agreed between the Council and Network Rail. The Committee were informed that Network Rail had taken on ownership of the project and would be funding and leading the design work. Officers would be working closely with Network Rail to ensure that the scheme being developed accorded with the Council's expectations and would be required to sign off key stages.

It was discussed that officers were aware of concerns from residents, however officers confirmed that they would speak with residents and local businesses. The Council was in the process of appointing a surveyor to lead the discussions with property owners and businesses affected by the proposals and that, where possible, efforts would be made to relocate businesses while works were being carried out.

Members enquired as to the final design for the rail station as lifts may enable hiding places which could cause a problem. Officers informed the Committee that the design wasn't final and it required more detail and discussions. There was also the possibility of using ramps instead of lifts for disabled access.

RESOLVED:

Planning Transport and Regeneration Overview and Scrutiny Committee are asked to note the progress in developing the project and to comment on the next steps for progressing the project detailed in section 3 of this report.

16. Planning, Transport and Regeneration Overview & Scrutiny Committee 2014-2015 - Work Programme

Members discussed the work programme for the municipal year and the following reports were agreed:

- An Update report be received on the Investment on Highways Lighting – 21 January 2015

The meeting finished at 8.40 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

21 January 2015	ITEM: 5
Planning, Transportation, Regeneration overview and Scrutiny Committee	
Budget 2015/16 – Proposed Fees And Charges	
Wards and communities affected: All	Key Decision: Key
Report of: Councillor John Kent, Leader of the Council	
Accountable Head of Service: Sean Clark, Head of Corporate Finance	
Accountable Director: Graham Farrant, Chief Executive	
This report is Public	

Executive Summary

As part of the budget process each year, the Council needs to review its fees and charges. The future development of the Medium Term Financial Strategy will also need to take account of changes in fees and charges in broad terms over the period of the strategy. Directors and Heads of Service have reviewed the fees and charges for 2015/16 within their remit.

1. Recommendation(s)

That the Committee;

1.1 Note the fees and charges in appendix 1

1.2 Comment on the fees and charge for consideration at Council in February 2015 relevant to Planning, Transportation and Regeneration

2. Introduction and Background

2.1 As part of the budget process each year, the Council needs to review its fees and charges. The future development of the Medium Term Financial Strategy will also need to take account of changes in fees and charges in broad terms over the period of the strategy

2.2 Directors have reviewed the fees and charges for 2015/16 within their remit

2.3 The scope to increase fees and charges is determined by a number of factors, of which the most important are:

- Strategic desirability;
- Government direction;
- Elasticity of demand for services; and
- And impact on service users.

2.4 Directors and Portfolio Holders have been given a general guidance by the Section 151 Officer to consider increases in fees and charges by a minimum 3% in line with the assumptions set out in the Medium Term Financial Strategy (MTFS).

Where proposed increases are markedly different from the guidance, or indeed where it is proposed not to increase charges at all, explanations have been sought from the relevant service manager to ensure that the charge for 2015/16 can be justified through benchmarking with other organisations and/or the appropriate equality impact assessment stress tests.

2.5 If all discretionary charges were to be increased by 3% this would generate an additional £0.100m per annum in 2015/16 as compared to 2014/15, and this is the working assumption contained in the draft MTFS considered elsewhere on tonight's agenda.

2.6 This guideline also takes into account that some fees and charges are set by statute and other national or local policies.

3. Issues, Options and Analysis of Options

3.1 Appendix 1 to the report shows the detailed proposals for fees and charges for 2015/16. The Appendix shows information as follows:

- Charges that are set by statute or other policy are marked S, (those have not been amended as the figures for 2015/16 are not yet known);
- Charges that can be set at the Council's discretion are marked D;
- The current (2014/15) charge (where this is Nil and there is a charge for 2015/16 this represents a new charge);
- The proposed 2015/16 charge;
- Any concessions available to groups or individuals in the community; and
- The effective date of implementation of the new fees and charges.

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

4.1 Directors and Heads of Service will ensure any statutory consultations about increases in fees and charges and this has been built into the anticipated implementation date.

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

Key Points

Net income maximisation to the Council should be the aim of charging to recover the full cost of providing the service. Any deviations (e.g., discounts/concessions) should be justified. It is for Council to agree the overall charging policy and the criteria for concessions and any other discretionary reductions in fees.

Directors/Heads of Service must ensure that where charges are subsidised the full cost of the subsidy is made clear.

Differential charging should be considered for income maximisation purposes or as a policy instrument. Charges should be benchmarked where possible (for like-for-like services) however caution should be applied since policy and quality issues may differ between local authorities. Income generated from charging should adequately reflect the value of capital invested in generating the income. Directors/Heads of Service should consider ways of benefit take up to reduce subsidy.

5.1 Circumstances where it is acceptable to set charges below income maximisation levels are where:

The subsidy represents a conscious decision on the part of the Council reflected in the Director/Head of Service's service delivery policy, with identified budget provision. Examples include:

- Use of the service by individuals that benefits the whole community;
- A nominal charge is set to avoid frivolous demands for a service;
- Consideration has been given to ways of increasing service take-up to generate additional net income, through reducing rather than increasing charges;
- Charging full cost would have a detrimental effect on the Council as a whole;
- Setting a fee deliberately to recover more than the cost of the service; and
- Income thresholds for charging users are set.

The proposed levels of Fees & Charges for 2015/16 are consistent with the policy. In particular, consideration has been given to the wider equalities implications which may be involved affecting accessibility of all groups to Council services. They also reflect the possible adverse impact of full cost recovery or commercial charging policy could have on other Council services.

5.2 Charges may be set above income maximisation levels where:

- The level serves to discourage abuse of a service;

- Setting charges at a 'penal' level would satisfy other policy objectives e.g. to promote 'green' policies;
- Take up of an alternative service is being encouraged;
- Charges must be simple to understand and administer;
- Service users should understand the charges and methods of payment before becoming liable for payment; and
- Methods of payment should be flexible and convenient and take into account those on low incomes.

5.3 Reviewing Charges

The general presumption is that fees and charges should rise in line with forecast inflation and in any event must be reviewed against the Council's corporate policy every three years. In addition:

- The proposed level of charge must support the Council's wider aims and objectives;
- The impact of proposed charges must be identified (e.g. equalities, demand, and access to services);
- Reasons not to charge for full cost recovery must be identified and quantified;
- Methods of collection must be stated;
- Impact on other service areas should be identified in terms of increased/reduced demand;
- Anticipated costs of any new or amended charges must be identified;
- Estimated net income must be identified;
- Comparative information should be provided;
- Alternatives to charging should be considered e.g. cost cutting; and
- Where appropriate there should be consultation with existing and potential users.

6. IMPLICATIONS

6.1 Financial

Implications verified by: **Mike Jones**
 Telephone and email: **01375 652772**
mxjones@thurrock.gov.uk

The increase in fees and charges set out in the report have been built in the overall 2015/16 budget that will be considered by Council on 25 February 2015.

6.2 Legal

Implications verified by: **David Lawson**
 Telephone and email: **01375 652087**
dlawson@thurrock.gov.uk

Fees and charges generally fall into 3 categories - Statutory, Regulatory and Discretionary. Statutory charges are set in statute and cannot be altered by law since the charges have been determined by Central Government and all authorities will be applying the same charge.

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

Discretionary charges relate to services which the Council can provide if they choose to do so. This is a local policy decision. The Local Government Act 2003 gives the Council power to charge for discretionary services, with some limited exceptions. This may include charges for new and innovative services utilising the power to promote environmental, social and economic well-being under section 2 of the Local Government Act 2000. The income from charges, taking one financial year with another, must not exceed the costs 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 the Cabinet, where they are key decisions. Some fees are set by full Council.

6.3 **Diversity and Equality**

Implications verified by: **Natalie Warren**
Telephone and email: **01375652186**
NWarren@thurrock.gov.uk

The Council has a statutory duty under the Race Relations Act 2000 (Amendment), the Disability Discrimination Act 2005 and Sex Discrimination Act 1975 (Amendment) to promote equality of opportunity in the provision of services and employment. Decisions on setting charges and fees are subject to the Council's decision-making structures. It should be noted that any increase in charges have been identified where the fees have not increased for 2 to 3 years and a recent benchmarking exercise revealed that the charges were below the national average. Concessions should be available to groups or individuals in the community, where the increase may result in them being excluded from particular activities

BACKGROUND PAPERS USED IN PREPARING THIS REPORT (include their location and identify whether any are exempt or protected by copyright):

APPENDICES TO THIS REPORT:

- Appendix 1 – Schedule of Proposed Fees and Charges 2015/16.

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2015-2016

KEY

VAT indicator

Throughout this booklet the following VAT indicators are used

Z = zero

O = outside scope

E = exempt

S = standard

Statutory or Discretionary indicator

This Booklet is divided into 2 parts;

Part A is Statutory or reasonable charges

Part B is Discretionary charges

POA - Price on Application

Notes on presentation

It is assumed that the date of increase in all cases will be 1st April.

Fees and Charges Booklet

2015-2016

CONTENTS

Part A Statutory and Reasonable Cost Charges

Planning and Transportation

Pages 1-5

HIGHWAYS AND TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
		£		£	£
Travel Plans					
Monitoring of Travel Plans (Based on a 5 year monitoring period)					
Small developments	S	840.00	Z	840.00	840.00
Large developments	S	2,400.00	Z	2,400.00	2,400.00
Large developments where two or more land-uses on-site exceed the DfT thresholds, or the development in total is double the threshold	S	3,600.00	Z	3,600.00	3,600.00
RIGHTS OF WAY					
FOOTPATHS:					
Cost of advertising etc. per order	S	708.30	S	720.00	864.00
(a) The charge relates to advertising and administrative costs, payable in advance.					
(b) If the order is withdrawn , following objections, 50% of the charge will be refunded.					
(c) A separate agreement for Public Diversion Orders under the Highways Act 1980 Section 119 (5) may be made which may incur additional costs as necessary.					
(d) 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					
HIGHWAYS					
Anything done by a local traffic authority in consequence of a request to revoke or amend an order under Section 6,32(1) (b) or 45 of the 1984 Act so that a particular length of road may cease to be a place where vehicles may be parked in accordance with the order.	S	1,030.00	O	1,030.00	1,030.00
Anything done by a local traffic authority in connection with or in consequence of a request to vary an order under Section 1,6,9 or 14 of the 1984 Act so as to create an exemption or exclusion from a prohibition or restriction imposed by the Order on the stopping, parking waiting, loading or unloading of vehicles on a road.	S	1,030.00	O	1,030.00	1,030.00
Anything done by a local traffic authority in connection with or in consequence of the making of an order under Section 14(1) or the giving of a notice under Section 14(2) of the 1984 Act for the reason mentioned in Section 14(1)(a).	S	545.00	O	560.00	560.00

HIGHWAYS AND TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
Anything done by a local traffic authority in connection with or in consequence of an order made or to be made by them under Section 16A of the 1984 Act.	S	£ 545.00	O	£ 545.00	£ 545.00
Anything done by a local authority in connection with or in consequence of a request to the Authority, the Chief Officer of Police or any other person specified by or under an order made under Section 49(4) of the 1984 Act to suspend the use of a parking place or any part of it.	S	545.00	O	560.00	560.00
Consideration by a local authority of a request that, under Section 65(1) of the 1984 Act, it cause or permit a traffic sign (not being a sign which fulfils the conditions specified in Section 65(3A)(i) and (ii) to be placed on or near a road to indicate the route to specified land or premises.	S	Actual cost + £100 non-returnable application cost	O	Actual cost + £100 non-returnable application cost	Actual cost + £100 non-returnable application cost
The placing by a local traffic authority of a traffic sign pursuant to Section 65(1) of the 1984 Act in accordance with a request of the kind referred to in the preceding paragraph.	S	Actual cost + £100 non-returnable application cost	O	Actual cost + £100 non-returnable application cost	Actual cost + £100 non-returnable application cost
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; or	S	10.00	O	10.00	10.00
(b) a duplicate by a London Borough Council or the Common Council of the City of London of a travel concession permit pursuant to section 52(4) of the London Regional Transport Act 1984 or pursuant to section 53(2)(b) of that Act in accordance with arrangements under section 50(1).	S	10.00	O	10.00	10.00
Wide load arrangements.	S	Actual costs + 20% Admin	O	Actual costs + 20% Admin	Actual costs + 20% Admin

HIGHWAYS AND TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
		£		£	£
New Adoptable Residential Estate Road with standard Bellmouth Section 38 (Fee is for checking drawings and supervision of works)	S	Up to £30k, min £3k fee. Up to £1m, 8% of cost Over £1m, 5% of cost	O	Up to £30k, min £3k fee. Up to £1m, 8% of cost Over £1m, 5% of cost	Up to £30k, min £3k fee. Up to £1m, 8% of cost Over £1m, 5% of cost
New Adoptable Residential Estate Road with standard Bellmouth Section 278 (Fee is for checking drawings and supervision of works)	S	Min fee £3k Under £100k, 9% of cost Over £100k, 8% of cost Hoarding Deposit £120 per sqm of highway enclosed. Hoarding fee 10% of deposit, min £600	O	Min fee £3k Under £100k, 9% of cost Over £100k, 8% of cost Hoarding Deposit £120 per sqm of highway enclosed. Hoarding fee 10% of deposit, min £600	Min fee £3k Under £100k, 9% of cost Over £100k, 8% of cost Hoarding Deposit £120 per sqm of highway enclosed. Hoarding fee 10% of deposit, min £600
Residential Estate Road Bellmouth to private drive, access to distributor roads or higher category by Section 278 agreement (Fee is for checking drawings and supervision of works) Lower category roads serving 5 units – Section 184 cross over application	S	Min fee £3k Under £100k, 9% of Costs Over £100k, 8% Of Cost Hoarding - deposit £100 per sqm, fee 10% of deposit £600 min	O	Min fee £3k Under £100k, 9% of Costs Over £100k, 8% Of Cost Hoarding - deposit £100 per sqm, fee 10% of deposit £600 min	Min fee £3k Under £100k, 9% of Costs Over £100k, 8% Of Cost Hoarding - deposit £100 per sqm, fee 10% of deposit £600 min
Flat only development's; no adoptable road (fee is for checking drawing and supervision of works)	S	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit	O	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit
Commercial access; no adoptable road (fee is for checking drawing and supervision works)	S	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit	O	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit
Commercial access; with adoptable distributor road (Fee is for checking drawings and supervision of works)	S	Up to £30k, min £3k fee. Up to £1m, 8% of cost Over £1m, 5% of cost	O	Up to £30k, min £3k fee. Up to £1m, 8% of cost Over £1m, 5% of cost	Up to £30k, min £3k fee. Up to £1m, 8% of cost Over £1m, 5% of cost
Commercial access; with adoptable distributor road Section 278 agreement (Fee is for checking drawings and supervision of works)	S	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit	O	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit	Min fee £3k 8.5% of cost Hoarding - deposit £120 per sqm, fee 10% of deposit
Temporary Construction Access Licence.	S	POA	O	POA	POA
Crane oversail licence (temporary during construction). Applicable when cranes operate over the public highway.	S	POA	O	POA	POA
Sign oversail Licence (Permanent). Applicable when signs are located in a position where they overhang the public highway.	S	POA	O	POA	POA

HIGHWAYS AND TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
		£		£	£
LOCAL LAND CHARGES					
Form LLC1 only	S	21.00	O	21.00	21.00
Paper Format	S				
Con29R Search - residential		90.00	O	90.00	90.00
Con29R Search - commercial		140.00	O	140.00	140.00
Electronic format	S				
Con29R Search - residential		87.00	O	87.00	87.00
Con29R Search - commercial		136.00	O	136.00	136.00
Paper Format	S				
Full search - LLC1 and Con29R residential		110.00	O	110.00	110.00
Full search - LLC1 and Con29R commercial		160.00	O	160.00	160.00
Electronic format	S				
Full search - LLC1 and Con29R residential		108.00	O	108.00	108.00
Full search - LLC1 and Con29R commercial		157.00	O	157.00	157.00
Personal search request and viewing of information	S	Free	O	Free	Free
Con29R - Unrefined data search package	S	40.00	O	40.00	40.00
Con290 - Per question	S	22.00	O	22.00	22.00
Additional parcel - residential	S	28.00	O	28.00	28.00
Additional parcel - commercial	S	35.00	O	35.00	35.00
Additional parcel - personal search	S	2.00	O	2.00	2.00
Cancellation fee for Con29 search	S	75.00	O	75.00	75.00
Charges for a copy of the local land charges search	S	15.00	O	15.00	15.00
Copy of planning decision and enforcement notices	S	15.00	O	10p per page	10p per page
Copy of agreements and tree preservation orders	S	30.00	O	10p per page	10p per page
Copy of smoke control order	S	7.00	O	10p per page	10p per page

HIGHWAYS AND TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
		£		£	£
Anything done by a local traffic authority in connection with or in consequence of an order made or to be made by them under Section 16A of the 1984 Act.	S	545.00	O	545.00	545.00
Discretionary suspension of the use of on-street parking places for waiting/loading - charge per parking space for period of up to 2 months	S	20.00	O	20.00	20.00
Anything done by a local authority in connection with or in consequence of a request to the Authority, the Chief Officer of Police or any other person specified by or under an order made under Section 49(4) of the 1984 Act to suspend the use of a parking place or any part of it.	S	545.00	O	560.00	560.00
Consideration by a local authority of a request that, under Section 65(1) of the 1984 Act, it cause or permit a traffic sign (not being a sign which fulfils the conditions specified in Section 65(3A)(i) and (ii) to be placed on or near a road to indicate the route to specified land or premises.	S	Actual cost + £100 non-returnable application cost	O	Actual cost + £100 non-returnable application cost	Actual cost + £100 non-returnable application cost
The placing by a local traffic authority of a traffic sign pursuant to Section 65(1) of the 1984 Act in accordance with a request of the kind referred to in the preceding paragraph.	S	Actual cost plus £100 non-returnable application cost	O	Actual cost plus £100 non-returnable application cost	Actual cost plus £100 non-returnable application cost
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; or	S	10.00	O	10.00	10.00
(b) a duplicate by a London Borough Council or the Common Council of the City of London of a travel concession permit pursuant to section 52(4) of the London Regional Transport Act 1984 or pursuant to section 53(2)(b) of that Act in accordance with arrangements under section 50(1).	S	10.00	O	10.00	10.00
Wide load arrangements.	S	Actual costs plus 20% administration	O	Actual costs plus 20% administration	Actual costs plus 20% administration

Fees and Charges Booklet

2015-2016

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Part B Discretionary Charges

Planning and Transportation

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PLANNING & TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
		£		£	£
<u>CAR PARKING</u>					
<u>OFF STREET - PAY & DISPLAY CAR PARKING GRAYS CAR PARKS (EXCL. GRAYS BEACH)</u>					
Over 6 hours	D	3.75	S	4.58	5.50
Over 4 hours under 6 hours	D	2.50	S	2.92	3.50
Over 2 hours under 4 hours	D	1.25	S	1.67	2.00
Over 1 hour under 2 hours	D	0.83	S	1.00	1.20
Under 1 hour	D	0.42	S	0.50	0.60
<u>OFF-STREET PAY & DISPLAY CAR PARKING GRAYS BEACH</u>					
0-2 hours	D	0.42	S	0.50	0.60
All Day	D	1.67	S	2.50	3.00
<u>OFF-STREET PAY & DISPLAY CAR PARKING CANTERBURY PARADE, SOUTH OCKENDON</u>					
0-2 hours	D	0.00	S	Free	Free
All Day	D	1.00	S	1.67	2.00
<u>ON STREET - PAY & DISPLAY - QUICK STOP</u>					
0-15 mins	D	0.00	O	Free	Free
15-30 mins	D	0.50	O	0.60	0.60
30-45 mins	D	0.70	O	0.80	0.80
45 mins - 1 hour	D	1.00	O	1.20	1.20
<u>ON STREET - PAY & DISPLAY - LONG STAY (EXCL. THAMES ROAD & ACCESS ROAD TO YACHT CLUB)</u>					
0-15 minutes	D	0.00	O	Free	Free
15 minutes-1 hour	D	0.50	O	0.60	0.60
1-2 hours	D	1.00	O	1.20	1.20
2-4 hours	D	1.50	O	2.00	2.00
<u>ON STREET - PAY & DISPLAY - LONG STAY THAMES ROAD & ACCESS ROAD TO YACHT CLUB</u>					
0 - 15 mins		0.00	O	Free	Free
15 mins - 2 hours	D	0.50	O	0.60	0.60
All Day	D	2.00	O	3.00	3.00

PLANNING & TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
CAR PARKING		£		£	£
<u>Penalty Charge Notices - Higher Level Contraventions</u>					
Penalty Charge	S	70.00	O	70.00	70.00
Penalty Charge paid within 14 days	S	35.00	O	35.00	35.00
<u>Penalty Charge Notices - Lower Level Contraventions</u>					
Penalty Charge	S	50.00	O	50.00	50.00
Penalty Charge paid within 14 days	S	25.00	O	25.00	25.00
<u>Parking Permits - Controlled Parking Zones</u>					
<u>Grays town centre and Stanford-le-Hope</u>					
Business Permits - per year	D	360.00	O	360.00	360.00
Business Permits - for 6 months	D	192.00	O	192.00	192.00
Business Permits - per month thereof	D	36.00	O	36.00	36.00
Residents Permits - Per Year - First Permit Per Household	D	0.00	O	Free	Free
Residents Permits - Per Year - Second Permit Per Household	D	0.00	O	Free	Free
Residents Permits - Per Year - Third Permit Per Household	D	66.00	O	66.00	66.00
Visitor Permits - Additional Sheets of 20 Per Household	D	6.00	O	6.00	6.00
Operational Permits	D	120.00	O	120.00	120.00
NHS Permits	D	0.00	O	Free	Free
RIGHTS OF WAY-HIGHWAYS					
Consideration of a request in respect of a highway maintainable at the public expense to execute such works as are specified in the request for constructing a vehicle crossing over a footway or verge in that highway pursuant to Section 184 of the 1980 Act.	D	Based on cost + 25% admin and supervision		Based on cost + 25% admin and supervision	Based on cost + 25% admin and supervision
Anything done in connection with the clearance of accident debris pursuant to Section 41 and 130 of the 1980 Act in respect of accidents occurring on or after 1st April 1999	D	Actual costs + admin		Actual costs + admin	Actual costs + admin
Consideration by a local authority of an application pursuant to any provision contained in an order under Section 1,6 9 or 14 of the 1984 Act for an exemption from any prohibition or restriction imposed by the order on the stopping, parking, waiting, loading or unloading of vehicles on a road.	D	Actual costs + admin		Actual costs + admin	Actual costs + admin

PLANNING & TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
		£		£	£
<u>COPIES OF DECISIONS AND ORDNANCE SURVEY</u>					
Fees per copy : 1 copy	D	12.63	S	12.92	15.50
<u>PLANNING APPLICATION PUBLICITY LIST</u>					
Per annum	D	115.25	Z	118.00	118.00
Per copy	D	4.70	Z	5.00	5.00

PLANNING & TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
		£		£	£
Naming of roads and numbering of properties on new developments. New Street name -per street	D	200.00	O	200.00	200.00
Renaming of Street/Arera where requested by Residents	D	£200 for first +335.00 for every extra property	O	£200 for first +335.00 for every extra property	£200 for first +335.00 for every extra property
New Properties					
1-5 Properties 4 Weeks administration	D	140.00	O	150.00	140.00
6-25 Properties 6 Weeks administration	D	300.00	O	160.00	300.00
26-75 Properties 8 Weeks administration	D	780.00	O	350.00	780.00
76-100 Properties 10-124 Weeks administration	D	£1,025 for every additional 100 properties	O	150.00	£1,025 for every additional 100 properties
Re-naming of a building/block flat/industrial estate	D	130.00	O	130.00	130.00
Re-naming or re-numbering of individual properties.	D	£55.00 + £10.00 for every affected extra property	O	£55.00 + £10.00 for every affected extra property	£55.00 + £10.00 for every affected extra property
Anything done by a local traffic authority in connection with or in consequence of an event requiring traffic management measures.	D	Actual costs + 20% admin	O	Actual costs + 20% admin	Actual costs + 20% admin
Highway searches.	D	£50 per hour Standard POA for large searches	O	£50 per hour Standard POA for large searches	£50 per hour Standard POA for large searches
Anything done by a Local Authority in connection with the design, supervision, meeting of any necessary TMO's and execution of works or measures to control traffic or adapt the highway for the benefit of a person or organisation.	D	Actual costs + 20% admin	O	Actual costs + 20% admin	Actual costs + 20% admin
Anything done by a Local Authority in connection with the creation, diversion or extinguishment of a public right of way at the behest of external person (s) or an organisation.	D	Actual costs + 20% admin	O	Actual costs + 20% admin	Actual costs + 20% admin

PLANNING & TRANSPORTATION	STATUTORY OR DISCRETIONAR	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
Departmental Publications.	D	£ Purchase price set by Delegated Officer	Z	£ Purchase price set by Delegated Officer	£ Purchase price set by Delegated Officer
Incidental Technical Information.	D	Case by case basis	Z	Case by case basis	Case by case basis
Assistance to individuals undertaking recognised qualifications or research.	D	Free in normal circumstances otherwise at the discretion of the Head of Service.	Z	Free in normal circumstances otherwise at the discretion of the Head of Service.	Free in normal circumstances otherwise at the discretion of the Head of Service.
Commuted sums for highway & ancillary works arising from development.	D	Calculated on a case by case basis	Z	Calculated on a case by case basis	Calculated on a case by case
Development Control design guide for the construction of adoptable works.	D	34.00	Z	36.00	36.00
Local Transport Plan	D	45.00	Z	48.00	48.00
Thurrock Transport Strategy 2008 - 2021	D	45.00	Z	48.00	48.00
Consessionary Bus Passes	D	10.00	Z	10.00	10.00
Utilities request for bus stop to be suspended	D	50.00	Z	50.00	50.00
DBS Check	D	55.00	Z	55.00	55.00
Replacement Pass	D	10.00	Z	10.00	10.00
PLANNING APPLICATION PUBLICITY LIST					
Per annum	D	115.25	Z	118.00	118.00
Per copy	D	4.70	Z	5.00	5.00

PLANNING & TRANSPORTATION	STATUTORY OR DISCRETIONARY	BASIC CHARGE 2014/15	VAT GROUP	2015-16 PROPOSED BASIC CHARGE	2015-16 PROPOSED CHARGE INCLUDING VAT
<u>Travel Plans</u>		£		£	£
Penalties for not meeting targets set and agreed as part of planning conditions	D	Case by case basis	Z	Case by case basis	Case by case basis
Commercial access; with adoptable distributor road Section 38 or Section 205 to make up private road. (Fee is for checking drawings and supervision of works)	D	Checking and supervision 10%	O	Checking and supervision 10%	Checking and supervision 10%
Fee is for checking drawings and supervision of works	D	Calculated on a case by case basis, generally 8.5% of cost		Calculated on a case by case basis, generally 8.5% of cost	Calculated on a case by case basis, generally 8.5% of cost
White Bar Marking Maintenance	D	46.40	O	47.80	47.80
Traffic Signal data information	D	Actual cost(Min £150)	S	Actual cost(Min £150)	Actual cost(Min £180)
Temporary Signals application	D	Actual costs + 16% admin fee	S	Actual costs + 16% admin fee	Actual costs + 16% admin fee
Accident data provision	D	£70 for a simple request and £30 per additional hour thereafter	S	£70 for a simple request and £30 per additional hour thereafter	£84 for a simple request and £36 per additional hour thereafter
<u>Planning Fees</u> Planning fees are listed separately on the Thurrock Council website			Z		
<u>BUILDING CONTROL</u> Upon Application with the Thurrock Council Building Control dept			Z		

21 January 2015	ITEM: 6
Planning, Transport and Regeneration Overview and Scrutiny Committee	
Investment in Highways Lighting	
Wards and communities affected: All	Key Decision: Key
Report of: David Parish, Principal Highways Engineer	
Accountable Head of Service: Ann Osola, Head of Service Transportation and Highways	
Accountable Director: David Bull, Director of Planning and Transportation	
This report is Public	
Purpose of Report To inform scrutiny members of the delivery of the proposed LED (Light Emitting Diode) street lighting conversion programme	

Executive Summary

Thurrock has around 17,300 street lights which currently cost the Council approximately £850K per year in electricity bills. Over the next 2 years Thurrock will convert these lights to LED operation which will cut this energy bill by half, reduce street lighting maintenance costs and significantly reduce Thurrock's Carbon footprint. The resultant saving will allow the capital investment to be repaid, whilst still achieving the target of £250K revenue saving from 2017 onwards.

1. Recommendation(s)

That Committee:

1.1.1 Agree that an update will be presented to this committee according to the programme.

2. Introduction and Background

2.1 Thurrock Council (TC) has a statutory duty to maintain the street lights upon its highway in a safe condition in accordance with standards set out in national guidelines and regulations. There are currently 17,330 street lamps in Thurrock operating with traditional high energy sodium lanterns. These lanterns cost approximately £850K per annum to illuminate and this cost has been increasing in line with other energy costs by approximately 10% p.a. In

addition to electricity costs, traditional lamps need to be replaced every 4-5 years, incurring additional maintenance costs.

- 2.2 In the 2007 Energy White Paper, Government announced a Carbon Reduction Commitment (CRC) which undertook to reduce the UK's carbon emissions by introducing mechanisms whereby major public and private sector organisations would incur charges if they failed to reduce their carbon footprints. Street lighting currently constitutes 40% of the Council's overall energy bill.
- 2.3 Conversion of Thurrock's street lighting to LED operation would require a capital investment of £6million, against an LED lantern asset life of 20 years, resulting in an annual saving of £680,000 pa in reduced energy bills and maintenance costs. This would then offset a repayment cost of £430K pa, leaving a net budget saving of £250K from 2017/18 onwards.
- 2.4 The reasons to progress the LED solution are threefold:
- Many councils have already successfully initiated/completed LED street lighting installations that have provided major cost and CO2 savings. The pace of change in LED technology and associated costs has reached a state where it is a good time to employ these devices, providing short payback periods.
 - The alternatives to implementing this technology are coping with rising energy costs or reducing use (part night lighting etc.) neither palatable nor sustainable.
 - The future additional costs to the Council as a result of the Carbon Reduction Commitment Energy Efficiency Scheme (CRC). The current electrical energy cost per annum is circa £850K at the current CRC rate the financial impact would be circa £60K pa.
- 2.5 Key benefits of a borough wide LED lantern retrofit will be to:
- Reduce energy consumption in street lighting energy costs and mitigate, as far as possible, future energy costs and improve lantern reliability.
 - Reduce carbon emissions in line with the Council and Government targets and mitigate future carbon costs.
 - To reduce ongoing maintenance requirements and associated costs from the more reliable and longer life LED lanterns.
 - Provide improvements in road safety and reduction of night time accidents as a result of upgrading to a white light source.
 - Provide improvements in Crime Reduction and Fear of Crime again as a result of upgrading to a white light source particularly when introduced into

residential areas helping people to feel safer at night on Thurrock's streets.

- To promote sustainability and demonstrate the Council's commitment to reducing its carbon footprint.
- Provide improved Service Standards. New equipment using LED technology is both more efficient and reliable leading to much improved service standards in addition to significantly reducing liability and risk on the Council.
- The new street lighting infrastructure will reduce the potential for structural and electrical failures and all of the associated financial and legal risks.

3. Issues, Options and Analysis of Options

3.1 Thurrock has begun small scale LED conversion schemes of street furniture such as signs, illuminated bollards and belisha beacons and these have been successful in both reliability and energy saving.

3.2 Alternative options for saving electricity costs, include the removal of street lights and part night switching off. Removal of street lights would reduce the level of service delivered to residents. Part night lighting would also reduce the service and this option has been implemented by other authorities but has been rejected by Thurrock. The LED option maintains the current level of service but at an overall lower cost and is therefore recommended.

3.3 Finance

Various options have been considered regarding the funding element of this project, Cabinet has given approval for prudential borrowing to be used to secure the £6 million capital funding required. This option would provide a low interest solution and give the Council maximum flexibility in optimising its debt portfolio. In parallel with progressing the project, highways officers are also progressing a bid to government for competitive grant funding. Should this be successful, it will reduce the quantum of prudential borrowing required.

The other important consideration is to make use of revenue savings that are created throughout the implementation of the project i.e. energy and maintenance savings to again add further value for such works as accelerating the testing programme and replacing deteriorated concrete columns. A financial case for delivering the investment is attached in appendix 1.

3.4 Procurement

Procurement will be split into 2 separate sections, installation and supply. Installation (the smaller section) will be carried out either utilising an existing contract or suitable framework. Supply will be provided through a partnership

arrangement in order to both expedite the process and ensure economies of scale and as such value for money.

We are progressing procurement of the contract which will be delivered through an EU compliant framework to ensure best value.

Details of the outcome of the procurement process will be provided as part of the proposed update reports to this committee.

3.5 Prioritisation and timescales

It is intended to carry out the retrofitting in order of highest wattage lanterns first (see appendix 2 and 3) as these will produce the greatest savings.

The timescale for this project is 2 years. It is intended for the initial procurement phase to be completed over the initial 6 months, mobilisation of the contractor and acquisition of materials will be approximately 3 months from award, therefore the programmed start date on site is Autumn 2015. For more detailed information see appendix 4

3.6 Operational Issues

A 3 month mobilisation period has been included in the programme for the contractor. Equipment lead times are currently in the region of 6 to 12 weeks.

All works will be carried out in full compliance with current safety requirements such as traffic management. Quality control and monitoring will be undertaken in accordance with current practice. Once the contract has been awarded, there will be the opportunity to appraise the programme and discuss with the contractor potential methods of accelerating the programme.

3.7 Asset and Energy Management

The street lighting inventory is held on the "Mayrise" asset management database and enables the creation of an efficient work programme to realise the energy savings as planned.

The database will provide schedules and orders for the works programme. Links with the operational side of contractors work will allow real time data to flow from the contractor to the database as the work progresses and the LED lanterns are installed. This information will be used to commission the works to install the LED lanterns, review and monitor of the works.

Street lights are not individually metered by suppliers, payment is made by means of an inventory of lamps and the energy that they use is then calculated to produce the energy bill. As changes to the database will be quickly and accurately input these can be reported to the energy supplier on a regular basis to ensure that the maximum cost savings are made as the LEDs are installed throughout the installation phase.

3.8 Environmental Issues

All equipment used will conform to current British Standards and environmental regulations. All installations will comply with the necessary regulations in terms of its effect on wildlife through a rigorous design process. e.g. suitable glare classification.

3.9 Testing

Measures will be taken to ensure that the lamp columns are structurally capable of withstanding the weight of the new LED lanterns.

3.10 Communications

This programme is to replace existing street light lanterns with the equivalent light output LED lantern. The service provided will therefore not be changed. The main difference is the change from a yellow light to a white light. This change has been carried out by other authorities who report that the white light has advantages which include better colour recognition and a light environment which is more effective for reducing crime and accidents. It is envisaged that there will be minimal disruption associated with this project.

Stakeholders will be informed of the project and progress using the Council website (project outline, programme of works, FAQ's etc.) press releases and in some instances letter drops. It is proposed that regular progress updates will be brought to the Planning, Transport and regeneration Overview and scrutiny committee.

3.11 Risks

Project risks will be managed in line with corporate protocols. Assessment and management of these are assisted by the experience of other authorities' projects.

4. **Reasons for Recommendation**

4.1 To keep members informed of progress on the street lighting LED programme.

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

5.1 Regular reports will be brought to scrutiny as above.

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

6.1 This proposal will assist the Council in delivering budget targets and improve the street lighting provision across the Borough. It will also support the

Council's corporate plan objective of "protecting and promoting our clean and green environment".

7. Implications

7.1 Financial

Implications verified by: **Jonathon Wilson**
Financial Accountant

The Council faces significant financial difficulties in both the current year and the remainder of the medium term financial strategy-2015/16-2017/18. The approach is to bring forward savings at the earliest opportunity although ensuring all required consultation takes place. Any delays to the approval of budget proposals puts their timely delivery at risk adding further pressure to 2015/16.

7.2 Legal

Implications verified by: **Angela Willis**
Contract Solicitor

Local authorities do not have a statutory duty to provide street lighting, but there is a statutory duty to maintain street lights where they have been installed.

It is planned that separate contracts will be sought, one for the supply and the other for the installation of LED street lights. The works cost estimates include for the total value of both contracts.

As separate contractual arrangements, the following will apply:

Supply of street lights

- The report states that a partnership arrangement will be used for the supply element.
 - The use of a partnership arrangement will require compliance (or grounds for waiving) the EU Procurement rules, if applicable, and using an existing and suitable partnership agreement already in place.
 - The appropriate Thurrock Council governance forms would need to be obtained to support this course of action.
- In accordance with Rule 7 of the Council's Contract Procedure Rules, where a service contract is valued at £10,000.00 - £74,999.00, at least three written quotes must be obtained (making use of any national or local framework agreements).
- If the total value of the service contract is £75,000.00 - £173,934.00 the contract must be advertised and at least two written tenders obtained.

- If the procurement department determine that the supply of LED lights is a Part A service under the Public Contract Regulations 2006, then the Council will be required to fully comply with the 2006 Regulations where the value of the service contract meets or exceeds the current EU threshold for services which is £172,514.
- The usual timescale for a full procurement exercise is 9-12 months.
- If this is determined to be a Part B service, a full procurement exercise is not required, but the Council will still need to ensure compliance with the EU Treaty principles relating to non-discrimination on the grounds of nationality, equal treatment, and transparency.
- In accordance with Rule 8.1(a), the Responsible Officer must obtain approval to proceed to tender, approval to award the contract and approval in respect of any waivers or extensions.

Installation of street lights

- The report states that an existing contract or suitable framework will be used for the installation element.
- The use of an existing contract or suitable framework will require compliance (or grounds for waiving) the EU Procurement rules, using a valid and suitable contract in place, or a framework to which the Council has access.
- Use of an existing contract would additionally require a deed of variation to be obtained, to cover the changes to the original contract, with the provision of any supporting governance documentation.
- In accordance with the Council's Contract Procedure Rules, where works contracts are valued at £10,000.00 - £499,999, at least three written quotes in advance are required for making use of any available framework agreements as advised by Procurement Services.
- Contract Procedure Rule 7 stipulates that where the value of the works contracts are over £500,000 a full competitive process should be undertaken.
- If the total estimated value of the works proposed meets or exceed the current EU threshold for works of £4,322,012, the Council is required to fully comply with the Public Contract Regulations 2006 and EU treaty principles.

Legal Services will be available to advise and assist the client department throughout the procurement process and will prepare any contracts required.

7.3 Diversity and Equality

Implications verified by: **Rebecca Price**

Community Development Officer

Street lighting is part of the built environment and experienced by all users of the public highway, both residents and visitors to the area. This project will serve to secure and improve the night time environment within the Borough for all residents and as such will aid many of the target groups by improving such things as community safety and road safety whilst reducing crime and the fear of crime. (see table 1).

Table 1

Characteristic	Positive Impact
Age	Young people – improved road safety and community safety Older people – improved community safety, accessibility, and reduced falls
Disability	Improved community safety and accessibility
Ethnicity	Improved community safety
Gender/Transgender	Improved community safety
Marital status/Civil partnership	Characteristic not relevant to the proposal
Religion/Belief	Characteristic not relevant to the proposal
Sexual orientation	Improved Community safety
Other	Rurality – improved community safety, road safety, accessibility, particularly for shift time workers and carers

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

This programme supports the Council's commitment to sustainability and carbon reduction. Failure to invest in LED lighting would represent a missed opportunity in terms of energy savings, crime reduction and road safety improvements.

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):

- Previous committee reports

9. **Appendices to the report**

- Appendix 1 Cost Implications/Savings
- Appendix 2 Implementation Programme List
- Appendix 3 Implementation programme Map
- Appendix 4 Project Plan (Timeline)

Report Author:

David Parish

Principal Highways Engineer

Transportation and Highways

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LED Savings

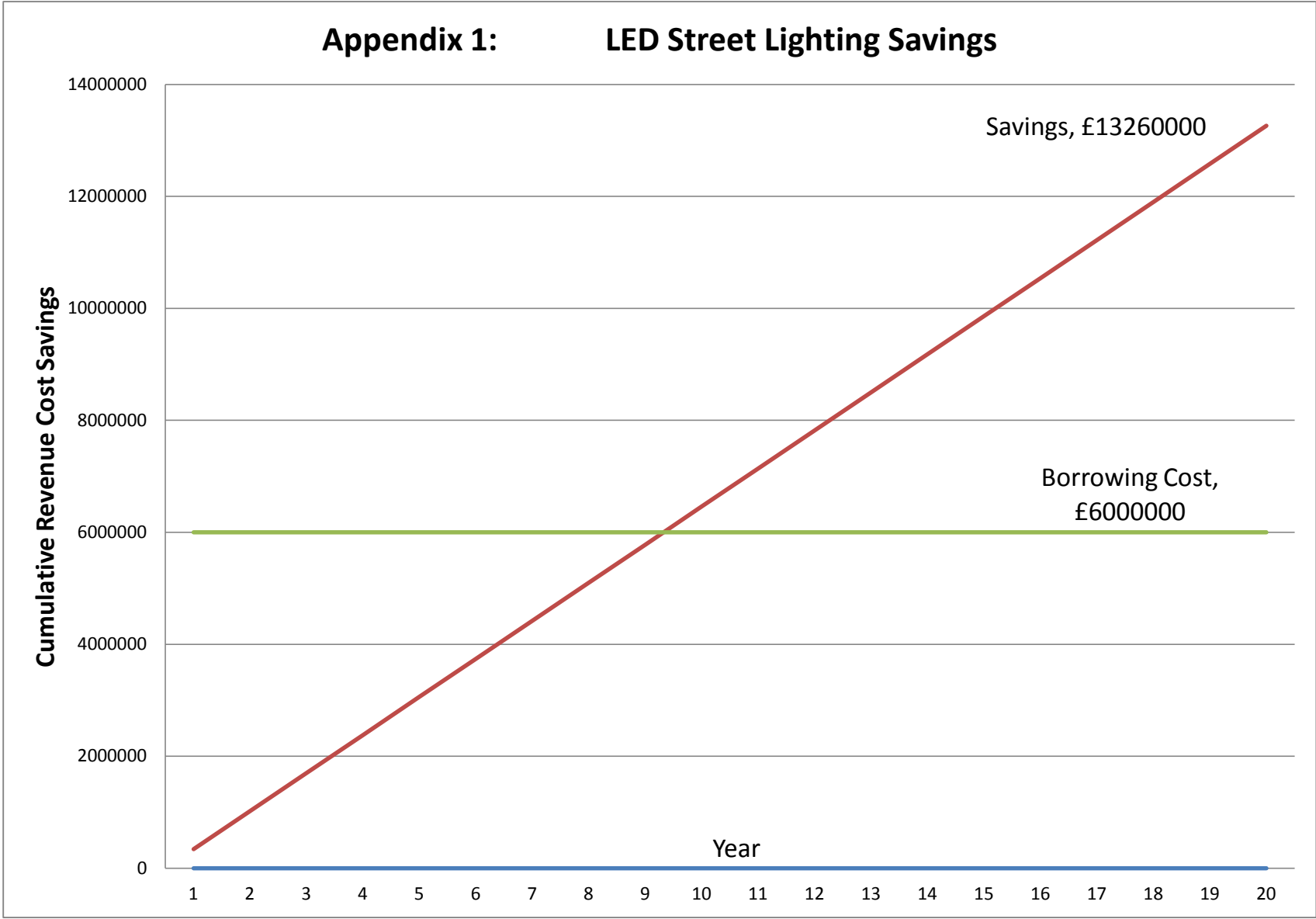
Lamp Type	Assessed Wattage	Total No. (Approx)	Current Energy Cost Per lamp (2014/15)	Cost of LED Lantern (Inc Inst.)	Projected Energy cost 2017/18	Annual Energy saved	Annual maint. saving	Total Annual cost saving
58W FI	79	140	£33.84	£110	£ 5,449	£ 2,724	£1,400	£ 4,124
250W SON	301	650	£128.95	£462	£ 96,392	£ 48,196	£9,750	£ 57,946
135W SOX	190	250	£81.40	£430	£ 23,402	£ 11,701	£2,850	£ 14,551
150W SON	180	3775	£77.11	£430	£ 334,772	£ 167,386	£56,625	£ 224,011
90W SOX	130	310	£55.69	£360	£ 19,855	£ 9,927	£3,720	£ 13,647
100W SON	123	1130	£52.69	£360	£ 68,477	£ 34,238	£13,560	£ 47,798
70W SON	90	4600	£38.56	£320	£ 203,967	£ 101,983	£50,600	£ 152,583
50W SON	69	950	£29.56	£290	£ 32,295	£ 16,147	£10,450	£ 26,597
35W SOX	65	4175	£27.85	£290	£ 133,699	£ 66,850	£41,750	£ 108,600
55W SOX	77	1350	£32.99	£320	£ 51,213	£ 25,607	£13,500	£ 39,107
Total		17330			£ 969,520	£ 484,760	£204,205	£ 688,965

Installation Costs

Lamp Type	Cost of LED Lantern (Inc Inst.)	Total No. (Approx)	Individual Lantern Type Capital cost
58W FI	£110	140	£ 15,400
250W SON	£465	650	£ 302,250
135W SOX	£430	250	£ 107,500
150W SON	£430	3775	£ 1,623,250
90W SOX	£360	310	£ 111,600
100W SON	£360	1130	£ 406,800
70W SON	£325	4600	£ 1,495,000
50W SON	£290	950	£ 275,500
35W SOX	£290	4175	£ 1,210,750
55W SOX	£320	1350	£ 432,000
Total		17330	£ 5,980,050

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Appendix 1: LED Street Lighting Savings



Savings, £13260000

Borrowing Cost,
£6000000

Year	savings	Borrowing Cost
1	340000	600000
2	1020000	600000
3	1700000	600000
4	2380000	600000
5	3060000	600000
6	3740000	600000
7	4420000	600000
8	5100000	600000
9	5780000	600000
10	6460000	600000
11	7140000	600000
12	7820000	600000
13	8500000	600000
14	9180000	600000
15	9860000	600000
16	10540000	600000
17	11220000	600000
18	11900000	600000
19	12580000	600000
20	13260000	600000

IMPLEMENTATION PROGRAMME

PHASE 1

- 1) Zebra Crossings
- 2) Major Roundabouts / Interchanges
- 3) Major Junctions
- 4) Dual Carriageways (A13 ?)

PHASE 2

- 4) Major Distributor Roads
- 5) Main Bus Routes
- 6) Minor Bus Routes
- 7) Traffic Calmed Routes

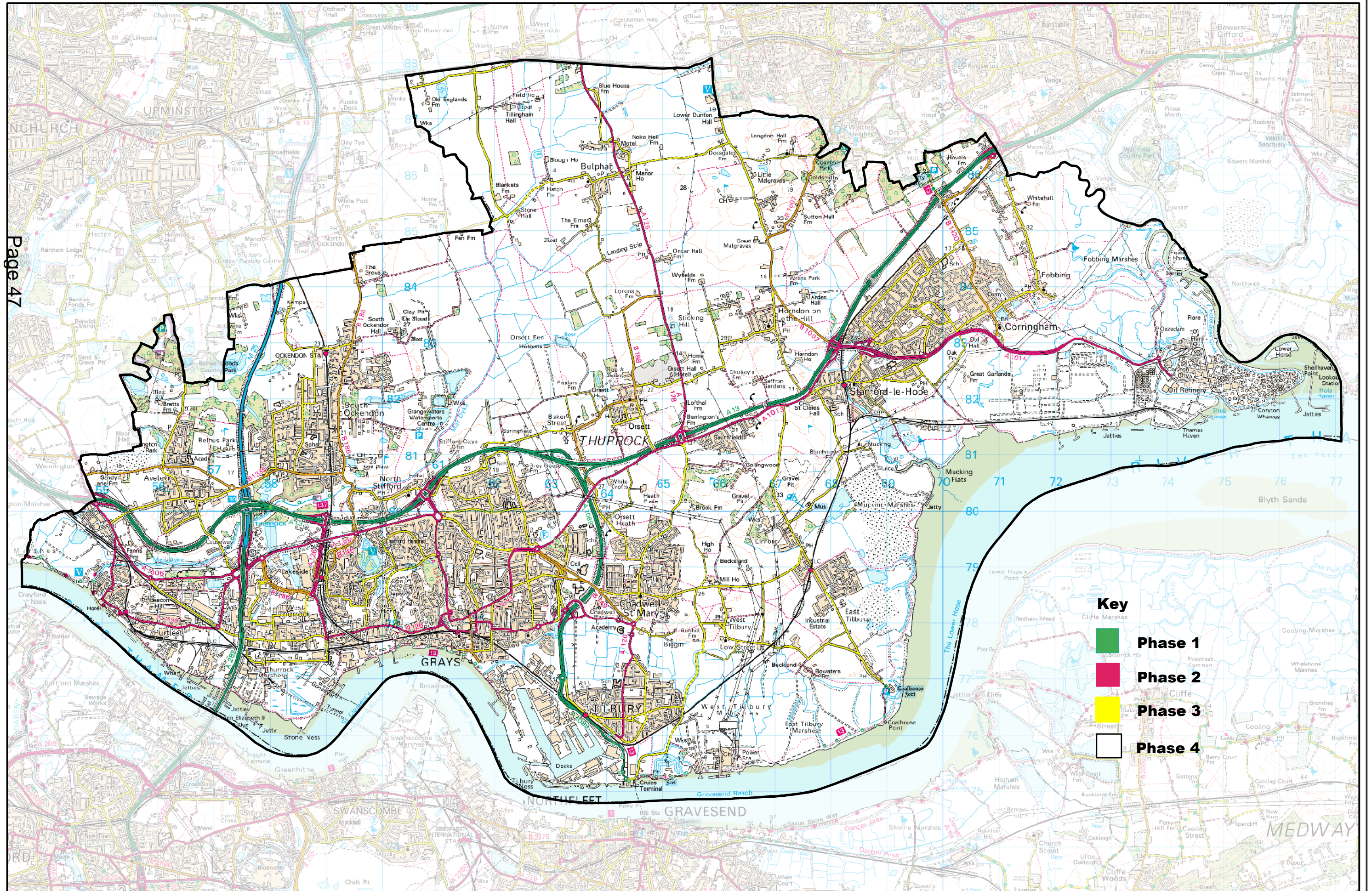
PHASE 3

- 8) Subways
- 9) Town Centres
- 10) Minor Junctions
- 11) Shopping Areas
- 12) Urban Areas
- 13) High Crime Areas

PHASE 4

- 14) Residential Areas
- 15) Housing Estates
- 16) Alleyways
- 17) Rural Areas
- 18) Pole Brackets
- 19) Rural Link Roads
- 20) Politically Sensitive Areas
- 21) Private Streets
- 22) CCTV Areas
- 23) Footpaths

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Key

- Phase 1**
- Phase 2**
- Phase 3**
- Phase 4**

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LED Project Plan Appendix 4

ID	Task Mode	Task Name	Duration	Start	Finish	3 Jul	01 Sep	06 Oct	10 Nov	15 Dec	19 Jan	23 Feb	30 Mar	04 May	08 Jun	13 Jul	17 Aug	21 Sep	26 Oct	30 Nov	04 Jan	08 Feb	14 Mar	18 Apr	23 May	27 Jun	01 Aug	05 Sep	10 Oct	14 Nov	19 Dec	23 Jan	27 Feb	03 Apr			
1	➤	LED STREETLIGHTING	653 days	Wed 01/10/14	Fri 31/03/17	[Summary Bar]																															
2	➤	PWS1. FINANCE	35 days	Fri 14/11/14	Thu 01/01/15	[Summary Bar]																															
3	➤	Finance Inception Meeting	1 day	Fri 14/11/14	Fri 14/11/14	[Task Bar]																															
4	➤	Process to Obtain Funding	30 days	Mon 17/11/14	Fri 26/12/14	[Task Bar]																															
5	➤	Obtain Funding	0 days	Thu 01/01/15	Thu 01/01/15	[Milestone]																															
6	➤	PWS2. PROCUREMENT	140 days	Mon 10/11/14	Fri 22/05/15	[Summary Bar]																															
7	➤	Consultation with Procurement Board	5 days	Mon 10/11/14	Fri 14/11/14	[Task Bar]																															
8	➤	Critical Analysis of Existing Constraints	5 days	Mon 17/11/14	Fri 21/11/14	[Task Bar]																															
9	➤	Implement OJEU Notice	90 days	Mon 24/11/14	Fri 27/03/15	[Task Bar]																															
10	➤	Develop Contract	90 days	Mon 24/11/14	Fri 27/03/15	[Task Bar]																															
11	➤	Tender Process	30 days	Mon 30/03/15	Fri 08/05/15	[Task Bar]																															
12	➤	Tender Evaluation	5 days	Mon 11/05/15	Fri 15/05/15	[Task Bar]																															
13	➤	Award Contract	5 days	Mon 18/05/15	Fri 22/05/15	[Task Bar]																															
14	➤	PWS3. PROJECT DEVELOPMENT	653 days	Wed 01/10/14	Fri 31/03/17	[Summary Bar]																															
15	➤	Develop Project Plan	30 days	Wed 01/10/14	Tue 11/11/14	[Task Bar]																															
16	➤	Develop Implementation Priority	30 days	Wed 01/10/14	Tue 11/11/14	[Task Bar]																															
17	➤	Establish Staffing Requirements	30 days	Wed 01/10/14	Tue 11/11/14	[Task Bar]																															
18	➤	Identify Risks	30 days	Wed 01/10/14	Tue 11/11/14	[Task Bar]																															
19	➤	Establish Communication Plan	30 days	Wed 12/11/14	Tue 23/12/14	[Task Bar]																															
20	➤	Equities Impact Assessment	30 days	Wed 01/10/14	Tue 11/11/14	[Task Bar]																															
21	➤	Establish Key Performance Indicators	30 days	Wed 01/10/14	Tue 11/11/14	[Task Bar]																															
22	➤	Contract Management	485 days	Mon 25/05/15	Fri 31/03/17	[Task Bar]																															
23	➤	PWS 4. DESIGN	155 days	Mon 17/11/14	Fri 19/06/15	[Summary Bar]																															
24	➤	Analyse Asset Database Information	30 days	Mon 17/11/14	Fri 26/12/14	[Task Bar]																															
25	➤	Analyse Additional measures eg: CMS	30 days	Mon 17/11/14	Fri 26/12/14	[Task Bar]																															
26	➤	Consult on Additional Measures	30 days	Mon 05/01/15	Fri 13/02/15	[Task Bar]																															
27	➤	Generic Designs process	60 days	Mon 16/02/15	Fri 08/05/15	[Task Bar]																															
28	➤	Specialised Design Process	90 days	Mon 16/02/15	Fri 19/06/15	[Task Bar]																															
29	➤	PWS 5. TESTING	281 days	Mon 03/11/15	Mon 30/11/16	[Summary Bar]																															
30	➤	Implement 33% of Electrical and Structural	107 days	Mon 03/11/15	Tue 31/03/16	[Task Bar]																															
31	➤	Implement 50% of Electrical and Structural	174 days	Wed 01/04/16	Mon 30/11/16	[Task Bar]																															
32	➤	PWS 6. INSTALLATION	485 days	Mon 25/05/15	Fri 31/03/17	[Summary Bar]																															
33	➤	Contractor Mobilisation	90 days	Mon 25/05/15	Fri 25/09/15	[Task Bar]																															
34	➤	Equipment Purchase	90 days	Mon 25/05/15	Fri 25/09/15	[Task Bar]																															
35	➤	Start On Site	0 days	Mon 28/09/15	Mon 28/09/15	[Milestone]																															
36	➤	Phase 1 Installation	105 days	Mon 28/09/15	Fri 19/02/16	[Task Bar]																															
37	➤	Phase 2 Installation	100 days	Mon 22/02/16	Fri 08/07/16	[Task Bar]																															
38	➤	Phase 3 Installation	60 days	Mon 11/07/16	Fri 30/09/16	[Task Bar]																															
39	➤	Phase 4 Installation	130 days	Mon 03/10/16	Fri 31/03/17	[Task Bar]																															
40	➤	Quality Assurance	390 days	Mon 28/09/15	Fri 24/03/17	[Task Bar]																															
41	➤	PWS 7. INVOICING AND PAYMENT	395 days	Mon 28/09/15	Fri 31/03/17	[Summary Bar]																															
42	➤	Works Checking	395 days	Mon 28/09/15	Fri 31/03/17	[Task Bar]																															
43	➤	Accounts Processing	395 days	Mon 28/09/15	Fri 31/03/17	[Task Bar]																															
44	➤	PWS 8. ASSET MANAGEMENT	610 days	Mon 01/12/15	Fri 31/03/17	[Summary Bar]																															
45	➤	Install PDA equipment/ software	30 days	Mon 01/12/15	Fri 09/01/16	[Task Bar]																															
46	➤	Test PDA Hardware/ Software	30 days	Mon 12/01/16	Fri 20/02/16	[Task Bar]																															
47	➤	Manage Database	395 days	Mon 28/09/15	Fri 31/03/17	[Task Bar]																															
48	➤	PWS 9. ENERGY MANAGEMENT	390 days	Mon 05/10/15	Fri 31/03/17	[Summary Bar]																															
49	➤	Create Monthly Energy inventory Reports	395 days	Mon 28/09/15	Fri 31/03/17	[Task Bar]																															

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Project: Street Lighting £6M proje
Date: Tue 13/01/15

Task		Summary		External Milestone		Inactive Summary		Manual Summary Rollup		Finish-only		Manual Progress	
Split		Project Summary		Inactive Task		Manual Task		Manual Summary		Deadline			
Milestone		External Tasks		Inactive Milestone		Duration-only		Start-only		Progress			

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Work Programme

Committee: Planning, Transport & Regeneration Overview and Scrutiny

Year: 2014/2015

Item	Date Added	Request By (Members/Officers)	Lead Officer	Progress / Update required
30 July 2014				
Budget Savings	April 2014	Members/Officers	Sean Clark, David Bull & Steve Cox	Members noted the report and asked that a Task and Finish Group be established to examine Community Transport
Local Highways Infrastructure (including public transport)	April 2014	Officers	Ann Osola	Members noted the report
SELEP Single Local Growth Fund Update	April 2014	Officers	David Bull & Steve Cox	Members noted the report
Purfleet Regeneration Update	April 2014	Officers	Matthew Essex	Members noted the report
Work Programme	Continuous	Members/Officers	Democratic Services Officer	Members agreed to include reports on Planning Standards and European Funding programmes to the work programme.
17 September 2014				
SELEP Single Local Growth Fund	April 2014	Officers	David Bull & Steve Cox	This was removed from the agenda after consultation with the Chair of Committee <i>This meeting was cancelled due to the council being in a pre-election period.</i>
Grays South and Rail Station Regeneration	April 2014	Officers	Matthew Essex	<i>This meeting was cancelled due to the council being in a pre-election period.</i>
European Union Funding	July 2014	Members	Matthew Essex	<i>This meeting was cancelled due</i>

Work Programme

Item	Date Added	Request By (Members/Officers)	Lead Officer	Progress / Update required
Programme				<i>to the council being in a pre-election period.</i>
Parking in Grays Centre	July 2014	Members	Andy Millard	<i>This meeting was cancelled due to the council being in a pre-election period.</i>
Work Programme	Continuous	Members/Officers	Democratic Services Officer	<i>This meeting was cancelled due to the council being in a pre-election period.</i>
12 November 2014 (Budget)				
Lakeside Update	April 2014	Officers	Andy Millard	Deferred to the January meeting in consultation with the Chair
Economic Development	April 2014	Officers	Matthew Essex	Deferred to the January meeting in consultation with the Chair
Grays South and Rail Station Regeneration	September 2014	Officers	Matthew Essex	Members noted the report
European Union Funding Programme	September 2014	Members	Matthew Essex	Members noted the report
Community Transport Review (Task&Finsh Group)	July 2014	Members	David Bull & Democratic Services Officer	Members noted the report and referred it to the December meeting of Cabinet
Call-in to Cabinet Decision 01104315 Investment in Highways Lighting	September 2014	Members	David Bull & Ann Osola	Members rejected the Call-In
Work Programme	Continuous	Members/Officers	Democratic Services Officer	Members asked for update report be received on the Investment on Highways Lighting
21 January 2015 (Budget)				
Budget Savings	April 2014	Members/Officers	David Bull & Steve Cox	

Work Programme

Item	Date Added	Request By (Members/Officers)	Lead Officer	Progress / Update required
Thames Enterprise Park Update	April 2014	Officers	Andy Millard	Deferred to the March meeting in consultation with the Chair
Lakeside Update	April 2014	Officers	Andy Millard	Deferred to the March meeting in consultation with the Chair
Economic Development	April 2014	Officers	Matthew Essex	Deferred to the March meeting in consultation with the Chair
Investment in Highways Lighting (Update)	November 2014	Members	David Bull & Ann Osola	
Work Programme	Continuous	Members/Officers	Democratic Services Officer	
2 March 2015				
Local Plan Update	April 2014	Members/Officers	Andrew Millard	
Purfleet Regeneration Update	April 2014	Members/Officers	Matthew Essex	
Economic Development	April 2014	Officers	Matthew Essex	
Thames Enterprise Park Update	April 2014	Officers	Andy Millard	
Lakeside Update	April 2014	Officers	Andy Millard	

To Be Allocated				
Item	Date Added	Request By (Members/Officers)	Lead Officer	Committee Date
Lower Thames Crossing			David Bull, Andrew Millard & Ann Osola	
Comprehensive report on DP World			Andrew Millard	

Work Programme

Full details of Member's decisions can be viewed in the Minutes on the Council's Committee Management Information System - <http://democracy.thurrock.gov.uk/thurrock/>

FOR CONSIDERATION

There are currently no items for consideration.