



Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.leighonseatowncouncil.gov.uk

Chairman: Cllr Carole Mulrone
Vice Chairman: Cllr Caroline Parker
Town Clerk: Paul Beckerson

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QUALITY
TOWN
COUNCIL

31st January 2013

Notice is hereby given that the next meeting of the **Strategy and Town Plan Sub-Committee** of the Leigh-on-Sea Town Council will take place on **Wednesday 6th February 2013 at 7.30 pm** at the Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea, when it is hoped to transact the following business.

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF MEMBERS' INTERESTS
3. TO APPROVE MINUTES OF THE 6th November 2012
4. TO CONSIDER REVIEW PROCEDURES

Report – S&TPSC recommended and the Council resolved to adopt, a core strategy. The intention of the core strategy was to give structure and direction to the various activities and programmes of the Council.

There will be clear advantages to a formal review, at pre-set intervals, of the Council's activities so that the value and cost, in terms of finance and effort, can be determined and our resources directed accordingly. An example is set out in Appendix 1.

2. TO ESTABLISH A SYSTEM OF ASSESSMENT FOR NEW PROJECTS

Report - The Council resolved at its meeting of 9th January 2013 to establish a capital projects reserve. It is also anticipated that calls will be made on the Council's resources in the face of the current situation. It is clearly important that careful consideration is given to proposed projects and that the cost/benefit of one project against another is considered. The Sub-Committee should consider if a formal procedure for this would be of benefit and if so what form this should take.

Town Clerk
31st January 2013

Any member who is unable to attend the meeting should give their apologies in advance of the meeting.



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Report 2156/RH

To establish a system of review and monitoring of the council's activities and programs.

Report by Cllr Herbert

Proposal:

That an evaluation/review of all existing and proposed activities and programs be produced by Committees and their Chairmen each year in September immediately prior to consideration of the Council's budget

The Council is working with finite resources of finance and manpower. To ensure these resources provide the best value in achieving the Council's objectives a system of review and monitoring is required.

Several times in recent debates the value of one program against another has been raised.

In the future the council will be using its increased resources and it is vital that these are used to the best effect.

Criteria to be considered in any system of evaluation and review could include the following:

Objective

Relationship to Strategic Objectives

Cost	Overall per user Per elector % of precept	finance	human resources
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Benefits	To whom/where how many Town overall
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Can benefit increase

Can cost reduce

An evaluation/review of all existing and proposed activities and programs could be produced by Committees and their chairmen. It would be logical to undertake such a review when considering budgets. In reality this is already being done in a less formal manner.

An evaluation could take the following format:

New proposal

Landscape Island Country Park

CRITERIA	TARGET	RESULT
Objective	<p>To create a system of signed footpaths, information boards and themed areas to encourage greater use of the area.</p> <p>To provide information packs to be used by local schools, libraries and the press.</p> <p>To encourage the formation of a community group to oversee and manage the facilities at Landscape Island.</p>	
Relationship to strategic objectives.	<p>1. To promote the provision of accessible social, recreational, educational and cultural facilities within the town for the benefit of Leigh's residents and visitors.</p> <p>2. To preserve Leigh's unique character and heritage, protect its conservation areas and maintain and enhance its maritime environment.</p> <p>3. To protect and enhance Leigh's natural environment, its open spaces and public gardens.</p>	
Cost	<p>The overall cost of the scheme is £xx,000 initially and with an on-going cost of £x,000pa. This is £.xx per elector and represents xx% of the precept.</p> <p>In the initial phase the requirement from councillors is high but on-going low. Staff requirement is low.</p>	

Benefit	<p>Landscape Island is already well visited. Some 500 visits a week in winter and 1,000 visits a week in summer. 70% of visitors come from the LTC area.</p> <p>Improved footpaths, signage and facilities will enhance the visitor experience and encourage more visits. This will bring health, cultural and heritage benefits to all visitors.</p> <p>It will enhance the attractiveness of the Town as a destination to be visited to the benefit of the local economy.</p>	
Can benefit increase	<p>It would be possible in the future to incorporate additional facilities such as public toilets, a café, and a heritage museum.</p>	
Can cost reduce	<p>It may be possible to reduce costs by providing a fee charging car park and, if provided in the future, rent from a café.</p>	

A review would be similar but actual results included

Existing program

CRITERIA	TARGET	RESULT
Objective	<p>To create a system of signed footpaths, information boards and themed areas to encourage greater use of the area.</p> <p>To provide information packs to be used by local schools, libraries and the press.</p> <p>To encourage the formation of a community group to oversee and manage the facilities at Landscape Island.</p>	<p>3.5km of footpaths have been tidied and resurfaced with gravel when required.</p> <p>All footpaths are signposted with heritage sign posts.</p> <p>An information pack has been produced and distributed.</p> <p>A support group with 25 members has been formed</p>
Relationship to strategic objectives.	<p>1. To promote the provision of accessible social, recreational, educational and cultural facilities within the town for the benefit of Leigh's residents and visitors.</p> <p>2. To preserve Leigh's unique character and heritage, protect its conservation areas and maintain and enhance its maritime environment.</p> <p>3. To protect and enhance Leigh's natural environment, its open spaces and public gardens.</p>	
Cost	<p>The overall cost of the scheme is £xx,000 initially and with an on-going cost of £x,000pa. This is £.xx per elector and represents xx% of the precept.</p> <p>In the initial phase the requirement from councillors is high but on-going low. Staff requirement is low.</p>	<p>The overall cost of the scheme in the first year has increased to £xx,000.</p> <p>Councillor input has been high and staff input has been moderately higher than expected.</p>

Benefit	<p>Landscape Island is already well visited. Some 500 visits a week in winter and 1,000 visits a week in summer. 70% of visitors come from the LTC area.</p> <p>Improved footpaths, signage and facilities will enhance the visitor experience and encourage more visits. This will bring health, cultural and heritage benefits to all visitors.</p> <p>It will enhance the attractiveness of the Town as a destination to be visited to the benefit of the local economy.</p>	<p>Visitor numbers have increased by 65% to 750 per week in winter and 1,700 in summer.</p> <p>Most local schools are visiting the park and there is an increase in visits from school groups from Other areas.</p>
Can benefit increase	<p>It would be possible in the future to incorporate additional facilities such as public toilets, a café, and a heritage museum.</p>	<p>As yet additional facilities have not been provided</p>
Can cost reduce	<p>It may be possible to reduce costs by providing a fee charging car park and, if provided in the future, rent from a café.</p>	<p>A pay to park car park has been set up which is expected to produce an income of circa £xxx per month.</p>