

Public Document Pack

Southend-on-Sea Borough Council

Civic Centre
Southend-on-Sea

15 February 2017

Dear Sir or Madam,



I hereby summon you to attend the meeting of the Southend-on-Sea Borough Council to be held in the Council Chamber, Civic Centre, Southend-on-Sea on **Thursday, 23rd February, 2017 at 7.00pm** for the transaction of the following business.

R Tinlin
Chief Executive & Town Clerk

AGENDA

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Communications**
- 4 Questions from Members of the Public**
- 5 Questions from Members of the Council**
- 6 Minutes of the Council Meeting held on Thursday 15th December 2016
(Pages 1 - 12)
Minutes attached.**
- 7 Council Budget 2017/18
(Pages 13 - 52)
Report of the Corporate Management Team attached.**
- 8 Minutes of the meeting of Development Control Committee held Wednesday,
14th December 2016
(Pages 53 - 80)
Minutes attached.**
- 9 Minutes of the meeting of Special People Scrutiny Committee held Tuesday,
20th December 2016
(Pages 81 - 84)
Minutes attached.**
- 10 Minutes of the meeting of Cabinet Committee held Monday, 9th January 2017
(Pages 85 - 96)
Minutes attached.**

- 11 Minutes of the meeting Cabinet held Tuesday, 10th January 2017
(Pages 97 - 106)
Minutes attached.**
- 12 Minutes of the meeting of Development Control Committee held Wednesday,
11th January 2017
(Pages 107 - 120)
Minutes attached.**
- 13 Minutes of the meeting of Appointments and Disciplinary Committee held
Friday, 13th January 2017
(Pages 121 - 122)
Minutes attached.**
- 14 Minutes of the meeting of General Purposes Committee held on Monday,
16th January 2017 (Pages 123 - 124)
Minutes attached.**
- 15 Minutes of the meeting of Audit Committee held Wednesday, 18th January 2017
(Pages 125 - 128)
Minutes attached.**
- 16 Minutes of the meeting of Cabinet held Thursday, 19th January 2017
(Pages 129 - 134)
Minutes attached.**
- 17 Minutes of the Place Scrutiny Committee held Monday, 23rd January 2017
(Pages 135 - 150)
Minutes attached.**
- 18 Minutes of the meeting of Licensing Committee held Tuesday, 24th January
2017
(Pages 151 - 154)
Minutes attached.**
- 19 Meeting of the People Scrutiny Committee held Tuesday, 24th January 2017
(Pages 155 - 162)
Minutes attached.**
- 20 Minutes of the meeting of Policy and Resources Scrutiny Committee held
Wednesday, 25th January 2017
(Pages 163 - 172)
Minutes attached.**
- 21 Meeting of the Health and Wellbeing Board held Wednesday, 1st February 2017
(Pages 173 - 176)
Minutes attached.**
- 22 Minutes of the meeting of Appeals Committee B held Thursday,
2nd February 2017
(Pages 177 - 178)
Minutes attached.**

- 23 Minutes of the meeting of Licensing Sub Committee A held Monday, 6th February 2017
(Pages 179 - 180)
Minutes attached.**
- 24 Minutes of the meeting of Development Control Committee held Wednesday, 8th February 2017
(Pages 181 - 206)
Minutes attached.**
- 25 Minutes of the meeting of Cabinet held Tuesday, 14th February 2017
(Pages 207 - 212)
Minutes attached.**
- 26 Notice of Motion - National Funding Formula
(Pages 213 - 214)
Notice of Motion attached.**
- 27 Notice of Motion - International Holocaust Remembrance Alliance definition of anti-Semitism
(Pages 215 - 216)
Notice of Motion attached.**
- 28 Pay Policy Statement
(Pages 217 - 270)
Report from the Director of Transformation attached.**
- 29 Draft Calendar of Meetings 2017/18
(Pages 271 - 274)
Draft calendar attached.**
- 30 Changes to Committee Appointments**
- 31 Opposition Business - Planning Policy**

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of The Council

Date: Thursday, 15th December, 2016

Place: Council Chamber - Civic Suite

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Present: Councillor J McMahon (Chair)
Councillors F Evans (Vice-Chair), B Arscott, M Assenheim, S Ayles, B Ayling, S Buckley, D Burzotta, M Butler, M Borton, H Boyd, A Bright, T Byford, T Callaghan, J Courtenay, T Cox, M Davidson, L Davies, C Endersby, N Folkard, D Garston, J Garston, I Gilbert, S Habermel, R Hadley, A Holland, D Jarvis, A Jones, D Kenyon, J Lamb, H McDonald, D McGlone, A Moring, J Moyies, C Mulroney, C Nevin, D Norman MBE, G Phillips, L Salter, M Stafford, K Robinson, M Terry, P Van Looy, C Walker, N Ward, J Ware-Lane, F Waterworth, C Willis and R Woodley

Start/End Time: 6.30 - 10.05 pm

544 Apologies for Absence

Apologies for absence were received from Councillors Flewitt and Wexham.

545 Declarations of Interest

- **Councillor Arscott**

People Scrutiny Committee – 29th November 2016

Minute 503 - Schools Progress report – non pecuniary – Governor at Our Lady of Lourdes Catholic Primary School;

- **Councillor Assenheim**

People Scrutiny Committee – 29th November 2016

Minute 498 - Sheltered Housing review – non-pecuniary - sister lives in sheltered housing;

Policy & Resources Scrutiny Committee – 1st December 2016

Minute 512 - Sheltered Housing – non-pecuniary – sister lives in sheltered housing accommodation;

- **Councillor Ayling**

Cabinet Committee – 3rd November 2016

Minute 420 (Objections to Traffic Regulation Orders – Station Avenue) – Non-pecuniary interest: Has spoken with residents in East Street;

Minute 421 - North Avenue, South Avenue and Central Avenue) – Non-pecuniary interest: Has spoken with residents in the roads.

- **Councillor Borton**

People Scrutiny Committee – 29th November 2016

Minute 495 - MPR; Mental Health Strategy - non-pecuniary – daughter mental health nurse at Rochford Hospital;

Health & Wellbeing Board – 7th December 2016

Interest in all minutes – Disclosable Non-pecuniary interest – Council appointed member of People Scrutiny Committee;

Full Council – 15th December 2016

Minute 565 – NoM: State Pension Arrangements for 1950's Women – non-pecuniary interest – will be affected by the change in pension age (born in the 1950's);

- **Councillor Boyd**

People Scrutiny Committee – 29th November 2016

Minute 503 - School Progress report – non-pecuniary – Governor at Westcliff High School for Girls and South East Essex Academy Trust, south east Essex Teaching School Alliance;

- **Councillor Buckley**

Development Control Committee – 9th November 2016

Minute 465 – 16/01520/FULH – non-pecuniary – lives in the vicinity and represented objector at the meeting;

People Scrutiny Committee – 29th November 2016

Minute 498 – Sheltered Housing Review – non-pecuniary – partner's parent lives in private sheltered housing (Truro);

- **Councillor Callaghan**

Development Control Committee – 9th November 2016

Minute 468 - 16/01350/FUL - 7-9 Lansdowne Avenue, Leigh-on-Sea, SS9 1LJ – Disqualifying non-pecuniary interest: Applicant is well known to him (withdrew);

- **Councillor Courtenay**

People Scrutiny Committee – 29th November 2016

interest in the referred item / called in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

- **Councillor Cox**

Place Scrutiny Committee – 28th November 2016

Interests in all the called-in/referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011.

- **Councillor Davies**

Policy & Resources Scrutiny Committee – 1st December 2016

Minute 513 - Response to issues in York Road – non-pecuniary – lives in York Road;

- **Councillor Flewitt**

Licensing Sub Committee – 18th October 2016

Minute 381 – Shell Sovereign, 96-118 Prince Avenue, Application for the Variation of Premises Licence – non-pecuniary – consulted by officers as to evidence process (as Executive member);

Development Control Committee – 9th November 2016

Minute 465 – 16/01520/FULH – non-pecuniary – lives in the vicinity and dealt with process of representation;

Place Scrutiny Committee – 28th November 2016

Interests in all the called-in/referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011.

People Scrutiny Committee – 29th November 2016

Interest in the referred item / called in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

Minute 498 - Sheltered Housing Review – non-pecuniary – parent lives in private sheltered housing (Truro);

Policy & Resources Scrutiny Committee – 1st December 2016

Interest in the referred item / called in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

Minute 512 - Sheltered Housing Review – non-pecuniary – parent lives in retirement home

Minute 513 - recent events in York Road and Minute 514 - In-depth Scrutiny Project – To investigate the case for additional enforcement resources for Southend – non-pecuniary – JP for East London Magistrate;

- **Councillor D Garston**

Development Control Committee – 9th November 2016

Minute 466 - 16/01246/FUL - The Shore, 22 - 23 The Leas, Westcliff-on-Sea, Essex – Non-pecuniary interest: Objectors are known to him;

Policy & Resources Committee – 1st December 2016

Minute 511 – Financial Pressures facing the HRA – non-pecuniary interest – on the Board for HARP which was referred to;

- **Councillor Holland**

Place Scrutiny Committee – 28th November 2016

Interests in all the called-in/referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011.

Policy & Resources Scrutiny Committee – 1st December 2016

Minute 511 – Financial Pressures facing HRA – non-pecuniary interest – son involved in building on garage sites and council housing;

- **Councillor Jones**

People Scrutiny Committee – 29th November 2016

Minute 499 - Mental Health Strategy – non-pecuniary – involved in parenting programme, mentioned;

Minute 503 - Schools Progress report – non-pecuniary – parent of child attending St Bernard's;

- **Councillor Lamb**

Place Scrutiny Committee – 28th November 2016

Interests in all the called-in/referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011.

Policy & Resources Scrutiny Committee – 1st December 2016

Interest in the referred item / called in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

- **Councillor McMahon**

Place Scrutiny Committee – 28th November 2016

Minute 485 – 125th Anniversary Celebrations – non-pecuniary interest – associated with people who will be contributing to the celebrations;

Policy and Resources Committee – 1st December 2016

Minute 509 – In-depth Scrutiny report 'Control of personal debt and the advantages of employment – non-pecuniary interest – people involved maybe known to her;

Minute 511 – Financial Pressures facing the HRA – non-pecuniary interest – works/volunteers for churches and other organisations providing support to the homeless;

Minute 513 – Response to recent events in York Road – non-pecuniary interest – Is a Street Pastor which was referred to;

- **Councillor Moring**

Policy & Resources Scrutiny Committee – 1st December 2016

Interest in the referred item / called in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

- **Councillor Mulrone**

Development Control Committee – 9th November 2016

Minute 468 - 7-9 Lansdowne Avenue, Leigh-on-Sea, SS9 1LJ – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
Minute 469 - 16/01558/FUL – 88 Undercliff Gardens, Leigh-on-Sea, Essex, SS9 1ED – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
Minute 470 - 16/01572/FUL – The Sarah Moore Public House, 57 - 59 Elm Road, Leigh-on-Sea, Essex – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
Minute 471 - 16/01601/FUL – 129 Leigh Hall Road, Leigh-on-Sea, Essex, SS9 1QY – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
Minute 473 - 16/01730/AMDT – 12 Marine Close, Leigh-on-Sea, Essex, SS9 2RD – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);

- **Councillor Nevin**

People Scrutiny Committee – 29th November 2016

Minute 501 - Scrutiny update - non-pecuniary – 2 children work at MEHT; sister works at Basildon Hospital; NHS employee outside area; previous employee at Southend and MEHT Hospitals;

- **Councillor Norman**

Development Control Committee – 9th November 2016

Minute 470 - 16/01572/FUL – The Sarah Moore Public House, 57 - 59 Elm Road, Leigh-on-Sea, Essex – Non-pecuniary interest: Member of the Church Council for the Church opposite the site;

- **Councillor Salter**

People Scrutiny Committee – 29th November 2016

Interest in the referred item / called in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

Minute 501 - Scrutiny update – non-pecuniary interest – husband is Consultant Surgeon at Southend Hospital and holds senior posts at the Hospital; son-in-law is GP; daughter is a doctor at Broomfield Hospital;

Policy & Resources Scrutiny Committee – 1st December 2016

Interest in the referred item / called in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

Health & Wellbeing Board – 7th December 2016

Minute 520 – Essex Success Regime/Sustainability Transformation Plans – non-pecuniary interest – husband is Consultant Surgeon at Southend Hospital and holds senior posts at the Hospital; son-in-law is GP; daughter is a doctor at Broomfield Hospital;

- **Councillor Walker**

Development Control Committee – 9th November 2016

Minute 468 - 16/01350/FUL - 7-9 Lansdowne Avenue, Leigh-on-Sea, SS9 1LJ – Non-pecuniary interest: Applicant was a director at the same riding school at the same time; and

Minute 470 - 16/01572/FUL – The Sarah Moore Public House, 57 - 59 Elm Road, Leigh-on-Sea, Essex – Non-pecuniary interest: Applicant is known to him and has spoken with him regarding the application (Councillor Walker remained in the room but took no part in the debate or voting thereon).

People Scrutiny Committee – 29th November 2016

Minute 503 - Schools Progress report – non-pecuniary – wife teaches at West Leigh primary school;

- **Councillor Willis**

Policy & Resources Scrutiny Committee – 1st December 2016

Minute 509 - In-depth Scrutiny report: 'Control of personal debt and the advantages of employment' – non-pecuniary – employed by trade body representing providers of high cost short term credit;

- **Councillor Woodley**

Policy & Resources Scrutiny Committee – 1st December 2016

Minute 511 - Financial pressures facing the HRA – non-pecuniary – member of the LGA;

Full Council – 15th December 2016

Minute 566 – NoM: Affordable Housing and Viability Issues – non-pecuniary interest – member of the LGA;

546 Communications

Presentation of the Yule Log

Councillor Aylen presented to the Council a Yule Log.

547 Questions from Members of the Public

The relevant Executive Councillors responded to written questions received from Members of the Public.

548 Questions from Members of the Council

The relevant Executive Councillors responded to written questions received from Councillors.

549 Petition - Keep Pupils Safe at Darlinghurst Primary School

Councillor Boyd presented a petition on behalf of local residents requesting the Council to put in place measures to keep Darlinghurst Primary School pupils safe.

Resolved:

That, in accordance with Council Procedure Rule 15.5, the petition be referred to Cabinet Committee.

550 Petition - Excessive Speeding in Wells Road

Councillor Buckley presented a petition on behalf of local residents requesting that the Council put in place measures to deal with excessive speeding along Wells Avenue.

Resolved:

That, in accordance with Council Procedure Rule 15.5, the petition be referred to Cabinet Committee.

551 Minutes of the Meeting held on Thursday, 20th October 2016

Resolved:-

That the Minutes of the Meeting held on Thursday 20th October 2016 be confirmed as a correct record and signed.

552 Minutes of the meeting of Licensing Sub-Committee A held Tuesday, 18 October 2016

Resolved:

That the minutes of this meeting be noted.

553 Minutes of the meeting of Licensing Sub Committee B held Friday 14th October 2016

Resolved:

That the minutes of this meeting be noted.

554 Minutes of the meeting of Licensing Sub-Committee B held Tuesday, 25 October 2016

Resolved:

That the minutes of this meeting be noted.

555 Minutes of meeting of Appointments and Disciplinary Committee held Tuesday, 25 October 2016

Resolved:

That the minutes of this meeting be noted.

556 Minutes of the meeting of Cabinet Committee held Thursday, 3rd November 2016

Resolved:

That the minutes of this meeting be noted.

557 Minutes of the meeting of Cabinet held Tuesday, 8 November 2016

Resolved:

That the minutes of this meeting be noted and the recommendations contained in Minutes 443, 444 and 446, be adopted.

558 Minutes of the meeting of Appeals Committee B held Monday, 7 November 2016

Resolved:

That the minutes of this meeting be noted.

559 Minutes of the meeting of Development Control Committee held Wednesday, 9th November 2016

Resolved:

That the minutes of this meeting be noted.

560 Minutes of the meeting of Place Scrutiny Committee held Monday, 28 November 2016

Resolved:

That the minutes of this meeting be noted and the recommendations contained in Minutes 483, 484 and 485*, be adopted.

(*In accordance with Council Procedure Rule 40.2 Councillor Gilbert had his name recorded against the decision to adopt Minute 485.)

561 Minutes of the meeting of People Scrutiny Committee held Tuesday, 29th November 2016

Resolved:

That the minutes of this meeting be noted.

562 Minutes of the meeting of Policy and Resources Scrutiny Committee held Thursday, 1 December 2016

Resolved:

That the minutes of this meeting be noted, subject to the inclusion of Councillor Nevin as being in attendance at the meeting.

563 Minutes of the meeting of Health and Wellbeing Board held Wednesday, 7th December 2016

Resolved:

That the minutes of this meeting be noted.

564 Notice of Motion - York Road

Resolved:

That, in accordance with Council Procedure Rule 8.4, the following notice of motion be referred to Cabinet:

‘Given the recent anti-social criminal acts that have occurred in the York Road area of Southend in recent times, I would like to submit the following as a Motion for the Council to consider.

Under current legislation it could be appropriate for the Council to compulsory purchase properties in York Road which have generated misuse of drugs and dangerous ASB. The section of road proposed to be considered is between Baltic Avenue and Queensway on both sides of the road. Once purchased the HMO’s can be controlled and properly maintained by the Council via the ALMO. The detrimental effect the ASB in the area is having on local businesses is apparent and could have a knock on effect for the town centre and eventually the whole town.’

Proposed by Cllr Mike Assenheim
Seconded by Cllr Martin Terry

565 Notice of Motion - State Pension Arrangements for 1950's Women

Resolved:

That, in accordance with Council Procedure Rule 8.4, the following notice of motion be referred to Cabinet:

‘The Council calls upon the Government to make fair transitional state pension arrangements for all women born on or after 6th April 1951, who have unfairly borne the burden of the increase to the State Pension Age (SPA) with lack of appropriate notification.

Hundreds of thousands of women had significant pension changes imposed on them by the Pensions Acts of 1995 and 2011 with little/no/personal notification of the changes. Some women had only two years notice of a six-year increase to their state pension age.

Many women born in the 1950's are living in hardship. Retirement plans have been shattered with devastating consequences. Many of these women are already out of the labour market, caring for elderly relatives, providing childcare for grandchildren, or suffer discrimination in the workplace so struggle to find employment.

Women born in this decade are suffering financially. These women have worked hard, raised families and paid their tax and national insurance with the expectation that they would be financially secure when reaching 60. It is not the pension age itself that is in dispute - it is widely accepted that women and men should retire at the same time.

The issue is that the rise in the women's state pension age has been too rapid and has happened without sufficient notice being given to the women affected, leaving women with no time to make alternative arrangements.

The Council calls upon the Government to reconsider transitional arrangements for women born on or after 6th April 1951, so that women do not live in hardship due to pension changes they were not told about until it was too late to make alternative arrangements.'

Proposed by: Councillor Julian Ware-Lane

Seconded by: Councillor McDonald

566 Notice of Motion - Affordable Housing & Viability Issues

Resolved:

That, in accordance with Council Procedure Rule 8.4, the following notice of motion be referred to the Cabinet:

'In April 2013 DCLG published 'Section 106 affordable housing requirements '

This stated that:

'2. Unrealistic Section 106 agreements negotiated in differing economic conditions can be an obstacle to house building. The Government is keen to encourage development to come forward, to provide more homes to meet a growing population and to promote construction and economic growth. Stalled schemes due to economically unviable affordable housing requirements result in no development, no regeneration and no community benefit. Reviewing such agreements will result in more housing and more affordable housing than would otherwise be the case.'

Inevitably this has led to many schemes all over the country (including recently permitted schemes which haven't had time to 'stall') but which include affordable housing being amended to delete that housing. The financial equivalents which are give as an alternative do not equate to the actual built development which is lost.

According to recent figures from DCLG the number of new affordable homes built in 2015-16 fell by over 50% between 2014/15 and 2015/16. The Local Government Association estimates up to 5.4 million people will need affordable housing by 2024. The need is desperate and we consider the current position to be incompatible with an inclusive and caring society, hamstringing local authorities in providing for affordable housing and detrimental to the social wellbeing of residents.

It is therefore requested that this Council, through the Local Government Association, or alone if it has to, seeks the support of other Councils for a case to be made to Government that the ability to review provisions in agreements relating to affordable housing on the grounds of viability should be rescinded and that affordable housing becomes mandatory in developments either within the development, on suitable alternative sites at the developer's expense or through the true equivalent in financial contributions, thus allowing Councils to secure suitable affordable housing provision for their residents.'

Proposed by: Cllr Carole Mulroney

Seconded by: Cllr Ian Gilbert

567 Local Council Tax Support Scheme 2017/18

The Council considered a report of the Chief Executive which presented the Local Council Tax Support Scheme for 2017/18.

Resolved:

1. That the general principles of the current Local Council Tax Support Scheme be re-adopted for 2017/18.
2. That the minor technical changes made within the housing benefit assessment criteria as per paragraph 5.1 of the submitted report be mirrored in the Local Council Tax Support Scheme for 2017/18 to provide consistency across the schemes.

568 National Scheme for Auditor Appointments

The Council considered a report of the Chief Executive which proposing the new external appointments process from 2018/19 introduced by the Public Sector Audit Appointments (PSAA), following the closure of the Audit Commission.

Resolved:

That the Public Sector Audit Appointments' (PSAA) invitation to 'opt in' to the sector led option for the appointment of external auditors for five financial years commencing 1st April 2018, be approved.

569 Changes to the Constitution

The Council considered a report of the Chief Executive which recommended changes to the Constitution to reflect the new senior management and departmental arrangements.

Resolved:

1. That the Scheme of Delegation to Officers in Part 3 Schedule 3 of the Constitution be amended as set out in Appendix 1 to the submitted report.
2. That the Management Structure of the Council in Part 7 of the Constitution be amended as set out in Appendix 2 to the report.
3. That references throughout the Constitution to Chief Officers and Departments be amended to reflect the new titles agreed by Council on the 20th October 2016 when it endorsed changes to the Senior Management and Departmental arrangements.

570 Appointments to Committees

Resolved:

That the following appointments to Committees, be noted:

1. The appointment of Councillor McGlone to fill the UKIP vacancy on the People Scrutiny Committee;
2. The appointment of Mr Kash Pandya as the non-voting co-opted member to the Audit Committee;
3. The appointments of Mr John Jenkins and Mr Edward Feddon as the Youth Council observer representatives on the People Scrutiny Committee.

Chairman: _____

Southend-on-Sea Borough Council

Report of Corporate Management Team
to
Council
on
23 February 2017

Report prepared by: Joe Chesterton
Director of Finance and Resources

Agenda
Item No.

7

Council Budget 2017/18
Executive Councillor: Councillor John Lamb
A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 The purpose of this report is for Council to approve the setting of a revenue budget and Council Tax for 2017/18 and a Capital Programme for 2016/17 to 2020/21.
- 1.2 In addition, it deals with the Housing Revenue Account and related rent levels, Fees and Charges and Treasury Management including Prudential Indicators.
- 1.3 Comprehensive reports to the Cabinet on 19 January and 14 February 2017 set out the issues affecting the Council's budgetary position for 2017/18 including the provisional Local Government Finance Settlement with a verbal update at that latter meeting with the position on the final Settlement.
- 1.4 In accordance with the Council's Constitution, the Cabinet on 14 February 2017 agreed to recommend a revenue budget (including HRA and Fees and Charges), Council Tax, three year financial projections and indicative savings and pressures for 2017/18, Capital Programme and Prudential indicators to Council for approval.
- 1.5 The formal Council Tax setting resolution is also presented in this report.
- 1.6 Council is now required to consider and agree these matters.

2. Recommendations

That the Council considers the information contained in this report and the related reports to Cabinet on 14 February 2017 to agree:

2.1 A 2017/18 revenue budget and

- a Council Tax increase of 4.99% for the Southend-on-Sea element of the Council Tax for 2017/18, being 1.99% for general use and 3% for Adult Social care;
- the use of £1.637 million of earmarked reserves for the core budget and £2.222 million of the Business Rates Retention reserve to equalise the Business Rates yield;
- to note the increase in the Council Tax level of 1.99% for the precepting authority the Essex Fire Authority;
- to note the increase in the Council Tax level of 3.25% for the precepting authority the Essex Police Authority;
- to note the increase in the precept level of 1.59% for Leigh-on-Sea Town Council;

2.2 The final levy position for 2017/18;

2.3 A Capital Programme for 2016/17 to 2020/21 (Appendices 3 (i) and (ii));

2.4 The recommendations from Cabinet 14 February 2017 for the HRA and associated rent levels, Fees and Charges, and Treasury Management including Prudential Indicators;

2.5 The Statutory Budget Determinations and amount of Council Tax for Southend-on-Sea Borough Council (Appendix 4);

2.6 The Council's four year financial plan and associated Medium Term Financial Strategy (Appendix 5);

2.7 The direction of travel for 2018/19 and beyond (Section 8);

3. Background

3.1 The various budgets and associated matters of the Council have been considered at the Cabinet meetings of 19 January 2017 and 14 February 2017 and at the various Scrutiny Committees from 23 January to 25 January 2017 and the Business Sector and Voluntary Sector consultation meeting on 19 January 2017, as outlined below:

- *The General Fund Revenue Budget 2017/18;*
- *Fees and Charges 2017/18;*
- *Housing Revenue Account Budget and Rent Levels 2017/18;*
- *Capital Programme 2016/17 to 2020/21;*
- *Treasury Management and Prudential Indicators 2017/18 (Treasury Management scrutinised at Audit Committee 18 January 2017 and not Scrutiny Committees).*

3.2 The Cabinet recommended to Council;

Firstly, the proposals on the Revenue Budget and Council Tax Level as set out at Appendices 1 & 2 and secondly a Capital Programme as set out at Appendix 3. Other recommendations surrounded the HRA Budget and rent levels, Fees and Charges and Treasury Management including Prudential Indicators. Details of all these items and relevant recommendations are all contained in the suite of Cabinet reports presented on 14 February 2017.

3.3 The Council must set its revenue budget and Council Tax by 11 March of the preceding year. If, for whatever reason, the Council cannot agree a budget and Council Tax on 23 February 2017, Members should be aware that it is unlikely that the Council Tax bills could be sent out on time for the 1 April instalment (taking into account the necessary notice period and the time required to print the bills and the accompanying leaflet). Such a delay will increase costs significantly by circa £100k-£200k and will need to be built into the budget. It is also highly likely that this will also translate into a higher level of un-collectable debt and debt collection costs and will significantly impact on Council Tax performance indicators.

3.4 In setting its budget, the Council is required to approve a full Council Tax resolution including the Adult Social Care, Police, Fire and parish precepts, including any recommendations for special expenses. The Statutory budget determination to set the amount of Council Tax for Southend-on-Sea Borough Council for all valuation bands from A to H is shown in Appendix 4.

4. Corporate Issues

- 4.1 The Chief Financial Officer is required to make a statement on the adequacy of reserves and the robustness of the budget. This is a statutory duty under section 25 of the Local Government Act 2003.
- 4.2 The position on reserves is addressed within the S151 Officer Statement to Cabinet on 14 February 2017 (Appendix 1 of the General Fund Revenue Budget 2017/18 report.) In addition, further detail is contained in the Medium Term Financial Strategy Appendix 17 within the same report.
- 4.3 For 2017/18, the overall level of contingency (including redundancy and inflation) within the proposed budget is £5.228 million.
- 4.4 The position on Council Tax capping was amended by the introduction of the Localism Act in December 2011. The provisions in the Localism Act 2011 abolished Whitehall capping in England and instead provides local residents with a power to approve or veto excessive council tax rises. The new provisions require the Secretary of State to propose principles defining an excessive increase in council tax for any financial year. The main principle to be determined relates to the increase in Band D council tax (subject to certain adjustments) from one year to the next. A Council Tax referendum will only be required to be held in relation to an authority's council tax increase in 2017/18 if the amount set by the authority exceeds the council tax excessiveness principles applying to that year. For 2017/18 the position is as follows;
- The Secretary of State has set the council tax principles for 2017/18 as part of the Local Government Finance settlement. These are that local authorities with responsibility for Adult Social Care will be required to seek the approval of their local electorate in a referendum if, compared with 2016/17, they set a council tax increase (including the adult social care precept) that equals or exceeds 5.0%.
- 4.5 In agreeing a proposed increase of 4.99% for the Southend-on-Sea element of the Council Tax for 2017/18, being 1.99% for general use and 3% for the Adult Social Care precept, the Council is in line with the requirements from the Secretary of State and therefore no referendum is triggered.
- 4.6 Therefore, in my view as the Council's Chief Financial Officer, I confirm that the budget for 2017/18, as reported in the suite of Cabinet reports in January and February 2017 and issues addressed in this report, to be sufficiently robust but challenging for approval by the Council. I am also able to advise the Council that the level of General Fund Reserves is adequate and to recommend a Reserves Strategy which is achievable by 2017/18 in line with the factors set out in my S151 Officer Statement.

5. Council Tax and Collection Fund 2017/18

- 5.1 The Council Tax Base for 2017/18 was approved by Cabinet on 19 January 2017 at 56,917.61 (equivalent Band D properties).
- 5.2 The estimated balance on the Collection Fund at the end of 2016/17 shows a projected surplus of £0.5 million attributable to the Council and which has been used in calculating the Council Tax, as statutorily required.
- 5.3 The proposed budget assumes a Council Tax increase of 1.99% for general use on the Southend-on-Sea element of the total Council Tax. There are no implications arising from this increase for a Council Tax freeze grant, as the Government has not offered one for this year. In addition, no referendum limit has been breached.
- 5.4 Council may wish to bear in mind that a 1% change in Southend-on-Sea Borough Council's element of the Council Tax is £12.06 per annum for a Band D property. This equates to an amount of circa £0.69 million in the revenue budget for each 1% change.
- 5.5 The proposed Council Tax increase of 1.99% will mean a Band D level of £1,206.64 per annum on the Southend-on-Sea element of the Council Tax. This equates to an annual increase of £24.00 and a weekly increase of 46p. The Statutory Budget Determinations and amount of Council Tax for Southend-on-Sea Borough Council is shown in Appendix 4;
- 5.6 The total Council Tax payable by tax payers consists of Southend-on-Sea Borough Council precept, the Adult Social Care precept and the precepts for Essex Fire Authority, Essex Police & Crime Commission. Where applicable it also includes Leigh-on-Sea Town Council precept.

Precepts

- 5.7 Leigh-on-Sea Town Council has declared its precept for 2017/18 at £400,904 (2016/17 = £391,550). Based on their council tax base of 8,717.19, the Town Council element of the total Council Tax bill will increase from £45.27 to £45.99 at Band D, equivalent to an increase of 1.59% from 2016/17. This only applies to the area covered by the Town Council.
- 5.8 For Essex Police Authority an increase in its Council Tax, as proposed by the Police and Crime Panel on 29 January 2017, has been approved by the Police & Crime Commissioner. This represents a Council Tax of £157.05 (2016/17 = £152.10) per Band D property, which equates to an increase on the respective 2016/17 level of 3.25%.
- 5.9 For Essex Fire Authority the approved precept represents a Council Tax of £69.03 per Band D property, an increase of 1.99% on the 2016/17 level of £67.68.

- 5.10 This budget also continues with the Adult Social Care Precept at a level of 5% (an increase of 3% over the previous year). The proposed level equates to an annual increase of £36.12 (from £23.18 to £59.30) equivalent to a weekly increase of 69p at the Band D Council Tax level.

Levies

- 5.11 The Council is required to pay relevant levying bodies, who have all now confirmed their required levy for 2017/18 and the position for 2017/18 compared to 2016/17 is identified in the table below. The final approved levy also includes anticipated year-end adjustments for 2016/17;

Levy Body	2016/17 Probable Actual	2017/18 Estimate	Percentage Increase
	£'000	£'000	%
Kent & Essex Inshore Fisheries & Conservation Authority	21.5	21.5	0.0
Flood Defence – Environment Agency	178.0	187.6	5.4
Coroners Court	365.2	370.8	1.5
Total	564.7	579.9	

The 2017/18 budget proposed at Cabinet on 14 February 2017 included a total sum for levies of £590,000, which includes the £10,000 payment to Leigh-on-Sea Town Council for the Local Council Tax Support Scheme. The final approved levies and year-end adjustments for 2017/18 total £580,000. Therefore, no amendment is required to the levies budget for 2017/18.

Special Items (Sections 34 & 35 of the Local Government Finance Act 1992)

- 5.12 Parish and Town Councils are able to precept on the Authority for services provided in the Parish or Town Council area. The Local Government Finance Act 1992 requires these precepts to be deemed a special item. In the Council's area the only parished area is Leigh-on-Sea.
- 5.13 Otherwise the cost of this Council's services is spread uniformly over the Authority's area. However, in some parishes, the Town Council may provide services which in other parts of the Authority are provided by the Council. Under Section 35 (2) (d) of the 1992 Act, the cost of these services is regarded as special expenses unless the Council has resolved otherwise. Special expenses are deemed to be included as part of the special items for Council Tax setting purposes.
- 5.14 The costs of special expenses are deducted from the council's total expenditure when setting the basic Council Tax and are charged as an additional amount to the areas receiving the benefit of the specific services.

5.15 At its meeting on 14 February 2017, the Cabinet considered the special expenses to apply in 2017/18 and recommended that there were no special expenses in addition to the Leigh-on-Sea Town Council's precept.

5.16 The proposed Band D Council Tax excluding and including Leigh-on-Sea Town Council is set out at Appendix 1.

6. Capital Programme

6.1 The Cabinet also considered proposals for the Capital Programme for 2016/17 to 2020/21 and referred the proposals set out at Appendix 3 (i) and (ii) to this report.

6.2 The Cabinet also agreed to refer the approval of the Capital Strategy and Prudential Indicators.

6.3 The full impact of the borrowing costs required to fund the proposed programme have been included in the Council's current financial planning for 2016/17 to 2020/21. The 2017/18 revenue budget incorporates the required borrowing costs as part of the budget requirement for 2017/18. In summary, it is my view, as Chief Financial Officer, that the 2016/17 to 2020/21 Capital Programme is Prudent, Affordable and Sustainable.

6.4 To demonstrate compliance with these objectives a set of prudential indicators, as required by statute, is recommended for approval.

7. Medium Term Financial Strategy (MTFS)

7.1 The Medium Term Financial Strategy that was approved in February 2016 was for a four year period up to the financial year 2019/20. It has been updated as a result of the recent Local Government Finance Settlement, changes to the projections in the current financial planning figures and a review of our service delivery plans and recently refreshed corporate priorities.

7.2 It is good practice to update the rolling MTFS as part of setting the Council budget and Council Tax to ensure our financial planning is fully aligned and integrated.

7.3 The updated and full MTFS for the period 2017/18 to 2020/21 is included within the General Fund Revenue Budget 2017/18 report to Cabinet 14 February 2017 at Appendix 17.

7.4 The MTFS shows a projected further budget gap for the Council of £22.9 million for the following three financial years. This is set out in detail in Appendix 5 and in summary as follows;

2018/19	£10.3 million
2019/20	£5.1 million
2020/21	£7.5 million
£22.9 million	

8. 2018/19 and Beyond

- 8.1 In addressing the national economic situation the Government has continued to emphasise the need to look further at a four year programme of public sector spending restraint and reconfiguration. This was reinforced in the Chancellor's annual Autumn Statement on 23 November 2016 with further restriction placed on the Government's public spending plans up to 2021 with the commitment to its departmental spending plans set out in the Spending Review 2015. The tightening and reduction of Government funding contributions to local government funding and the new Government's changes from April 2013 for the funding of Local Government, means that the current financial challenges for 2018/19 and beyond will continue. This needs to be seen as part of a continued period of financial retrenchment similar at least to the previous four years that Local Government has already encountered and that councils will need to consider a much longer spending reduction programme than previously identified by Central Government.
- 8.2 This report predominantly addresses, as we are required to do, a detailed budget for 2017/18 but it is also appropriate to identify the areas the Council should continue to explore in order to meet the budget constraints of future years and also tailor the services it provides and review its role within national policy and local circumstances.
- 8.3 Like all local authorities in England, Southend-on-Sea Borough Council is facing unprecedented financial challenges. The Council has, over a number of years, addressed significant funding gaps whilst also achieving improved efficiency and service delivery. In the current, and forecast, period of national financial stringency the scale of financial contraction is such as to challenge the scale, nature and purpose of the role of the Council.
- 8.4 Traditionally, and particularly over recent years, the nature of Council activity has seen an increase in the level of directly delivered services for the local populace and for local businesses and visitors. Many services have been delivered on a universal basis and free or at limited cost. As funding continues to reduce greater pressure is being placed upon the services provided by the Council and also the way in which these are delivered.
- 8.5 Since the beginning of the national fiscal situation the Council has striven to sustain its full range of services but it is increasingly likely that this approach will be unviable.
- 8.6 The Council will increasingly focus the delivery of its services in a targeted way, concentrating on delivering services to those residents who need the Council's help. The Council will also adopt this as an approach in tailoring the delivery of its many statutory services. To underpin this approach the Council will also reposition its role as one to help the community, its residents and businesses, to take personal control of as many factors affecting their lives as is possible.

- 8.7 The Council will continue to adopt an increasing approach of working, and delivering services, in partnership with other agencies, the voluntary and commercial sectors, and the community itself. As part of this approach the Council will encourage the sustenance of community services in collaboration with the local communities, encouraging community capacity to operate in appropriate circumstances.
- 8.8 The Council will also seek to address critical issues such as equality, disadvantage, lack of attainment and poverty by working with communities themselves, seeking enhanced training and opportunity and by fostering and promoting the local economy and thereby enhancing opportunities for aspiration, attainment, household income and personal achievement.
- 8.9 The Council will also seek to explore innovative income generation opportunities that will assist with increasing the Council's revenue sources to assist with bridging the significant budget gap the Council has to deliver. In addition, there is the intention to look greater at commercial opportunities for services of the Council.
- 8.10 Given the financial challenge we have and are to continue to face for a number of years, a continued programme of corporate working will continue with this efficiency drive and to help support the identification of savings for future years. This will allow us to have a programme driving transformational change in the organisation and will allow a clear focus on delivery of the required significant savings that will be required over this period.
- 8.11 Over the coming year it will be extremely important to consider future year potential savings proposals in anticipation of delivering tailored services for the community whilst addressing the known budget reductions required from our total budget and reflecting the estimated significant government grant reductions. It is currently anticipated arising from the Autumn Statement in late 2016, that further savings in the order of £22.9 million will be required from the Council's circa £119 million annual net budget for the three years 2018/19 to 2020/21.
- 8.12 It is clear that the budget savings presented for 2017/18 cannot be continually repeated in successive years without the Council considering how it delivers services across the borough to avoid duplication of overheads, achieve economic delivery and still provide facilities and services valued by the community.

9. Corporate Implications and Conclusion

- 9.1 The corporate implications of the proposed Council Budget have been set out in the relevant reports to the Cabinet meetings of 19 January 2017 and 14 February 2017.
- 9.2 In reaching decisions on budget proposals and Council Tax, Members will need to bear in mind all the detailed advice provided by officers both in reports to the Cabinet and information supplied directly. Regard must be had for the impact of decisions both in the coming year and subsequent years.

9.3 Finally, Members should also note that in setting the Council budget and Council tax level that all the information, advice and recommendations contained in the full suite of reports on the draft budget presented to Cabinet on 19 January 2017 and the full suite of reports on the final budget presented to Cabinet on 14 February 2017 represent part of the decision making process and all that detailed report information needs to be fully considered and recognised alongside this Council report.

10. Background Papers

10.1 All background papers are listed in the reports detailed at paragraph 3.1 in this report.

10.2 In addition, Background Papers include:

- (i) Minutes of the Cabinet meeting 19 January 2017;
- (ii) Minutes of the Cabinet meeting 14 February 2017;
- (iii) Minutes of the various Scrutiny Committees from 23 January to 25 January 2017 and feedback from the Business Sector and Voluntary Sector consultation meeting on 19 January 2017.

11. Appendices

Appendix 1	Revenue Budget and Council Tax 2017/18
Appendix 2 (i)	General Fund Savings 2017/18
Appendix 2 (ii)	General Fund Pressures 2017/18
Appendix 3 (i)	Capital Programme 2016/17 to 2020/21
Appendix 3 (ii)	Capital Programme new schemes and additions
Appendix 4	Council Tax Resolution 2017/18
Appendix 5	Medium Term Financial Plan 2017/18 to 2020/21

APPENDIX 1

REVENUE BUDGET AND COUNCIL TAX 2017/18

		£'000			
SOUTHEND-ON-SEA					
Base Budget 2017/18					
Net Savings/Pressures proposals (Appendix 2) (excluding Public Health)					
Total Budget Requirement 2017/18					<u>123,153</u>
Less:					
Revenue Support Grant					(14,681)
Business Rates Retained					(32,060)
Reserves and Balances					(4,359)
					<u>(51,100)</u>
Council Tax Requirement (Council Tax and Adult Social Care Precept)					<u><u>72,053</u></u>
Council Tax Base					56,917.61 <u>1,265.94</u>
		Band D	Increase	Band D	Increase
		Council Tax		Council Tax	
		£	%	£	%
<u>Overall Council Tax - Band D equivalent</u>					
		Leigh on Sea		Unparished Area	
Souhend-on-Sea Borough Council (including Adult Social Care Precept)		1,265.94	4.99%	1,265.94	4.99%
Essex Police CC		157.05	3.25%	157.05	3.25%
Essex Fire Authority		69.03	1.99%	69.03	1.99%
Leigh on Sea Town Council		45.99	1.59%	-	0.00%
		<u>1,538.01</u>	<u>4.56%</u>	<u>1,492.02</u>	<u>4.66%</u>

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No.	Proposed Savings	Chief Executive	People	Place	Public Health	Proposed Total
		£'000	£'000	£'000	£'000	£'000
Department of the Chief Executive						
CE1	Sutton Road Cemetery Mini Graves	55				55
CE2	Sutton Road Crematorium Pergola Walk	115				115
CE3	Bereavement Services Income	100				100
CE4	Civic Campus & Transport Operations	50				50
CE5	Customer Service Centre (CSC)	50				50
CE6	Printing	300				300
CE7	Registration Service	25				25
CE8	Asset Rental Income	100				100
CE9	Revenue Service Staffing	30				30
CE10	Court Cost Income	85				85
CE11	Revenues Service new charges	20				20
CE12	External Audit Fees	50				50
CE13	Members Refreshments	10				10
Sub-Total Department of the Chief Executive		990				990

No.	Proposed Savings	Chief	People	Place	Public Health	Proposed
		Executive				Total
		£'000	£'000	£'000	£'000	£'000
	People					
PE1	Adult Services - Learning Disabilities		500			500
PE2	Learning		300			300
PE3	Contract Rationalisation and Transformation		860			860
PE4	Liquid Logic Efficiency Savings (Children's)		50			50
PE5	Adult Services (exc. Learning Disabilities)		1,000			1,000
PE6	Transformation of Housing		270			270
PE7	Residential Care Costs		500			500
PE8	Families Matter (Edge of Care) Team		250			250
PE9	Business support review		50			50
PE10	Children with Disabilities (CWD)		15			15
PE11	Dementia Contract		45			45
PE12	Efficiencies from the integration of Public Health to the Department for People		70			70
PE13	Management Savings		50			50
	Sub-Total People		3,960			3,960

No.	Proposed Savings	Chief	People	Place	Public Health	Proposed
		Executive				Total
		£'000	£'000	£'000	£'000	£'000
Place						
PL1	Leisure Management Contract			160		160
PL2	Southend Theatres subsidy			180		180
PL3	Libraries Contract			50		50
PL4	Sport & Leisure Staffing			60		60
PL5	Park management			25		25
PL6	Transport team staffing			28		28
PL7	Extend use of Volunteers to run museums			20		20
PL8	Rationalisation of sports pitches			20		20
PL9	Southend Theatres (Energy)			10		10
PL10	Traffic Signals (maintenance costs)			30		30
PL11	Streetlight maintenance			65		65
PL12	Public Transport efficiencies			35		35
PL13	Highways Maintenance efficiencies			30		30
PL14	Drainage management			10		10
PL15	Planning Fees			7		7
PL16	Planning and Transport Income			70		70
PL17	Highways Permits Income			300		300
PL18	Car Parking Income			400		400
PL19	Planning Staffing			8		8
PL20	Bikeability level 2 training in schools			1		1
PL21	Parking Compliance Contract			110		110
PL22	Pier charges			75		75
PL23	Mooring fees			10		10
PL24	Foreshore Income			15		15
PL25	Business support staffing			20		20
PL26	Event applications			7		7
PL27	Waste contract efficiencies			90		90
PL28	Grounds maintenance restructure			10		10
PL29	Transfer of BT Lines to Daisy Telecoms			50		50
PL30	Facilities Management			75		75
Sub-Total Place				1,971		1,971
Public Health						
PH1	Contract Efficiencies				261	261
PH2	Public Health Recharges				140	140
PH3	Marketing Efficiencies				20	20
PH4	Pre-Diabetic Health Checks				75	75
PH5	Back Office Efficiencies				85	85
Sub-Total Public Health					581	581
Proposed Savings Total 2017/18		990	3,960	1,971	581	7,502

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Pressure Proposals 2017/18 - All Council Services (excluding schools)

		<u>Chief Executive</u> £'000	<u>People</u> £'000	<u>Place</u> £'000	<u>Proposed Total</u> £'000
No.	<u>Proposed Pressures</u>				
1P	Housing Benefit/Localised Council Tax Scheme Administration Grant	90			90
Sub-total Chief Executive		90			90
2P	Legal Services - Children's Public and Private Law		110		110
3P	Multi-agency Risk Assessment Team (MARAT)		140		140
4P	Child Care		600		600
5P	Learning Disabilities		400		400
6P	Older People Demographics		500		500
7P	National Living Wage		1,000		1,000
Sub-total People			2,750		2,750
8P	Forum Facilities Management Contract			100	100
9P	Regulatory Services Income			60	60
Sub-total Place				160	160
Proposed Pressures Total 2017/18		90	2,750	160	3,000

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Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Department of the Chief Executive							
Tickfield - Creating Capacity	C10687	2					2
Perimeter Security Improvements	C10791	7					7
	Total Council Buildings	9					9
Seaways - HCA Condition Funding	C10656		170				170
Civic East Car Park Redevelopment	C10748			1,019	3,000	1,685	5,704
Commercial Property Investment	C10749		1,000	2,000	2,000	1,000	6,000
Demolition of Leigh Cliffs Public Toilets	C10853	15					15
East Beach Café Project	C10644	32					32
Herbert Grove Security	C10854	10					10
Library Car Park Reconstruction and Enhancement	C10750	49	4,000	1,150			5,199
New Beach Huts Phase 2	C10631		109				109
Pier Arches toilets - waterproofing solution	C10734	30					30
Porters Civic House and Cottage	C10571	9					9
Porters Civic House - Repairs to Building	C10657	2					2
Porters Farm Cottages - water supply	C10840	45					45
Seaways Development Enabling Works	C10643	4	3				7
Toilet Refurbishment Thorpe Hall Avenue	C10703	92					92
Urgent Works To Property	C10181	41					41
Warrior Square Gardens Kiosk	C10823	5					5
	Total Asset Management	334	5,282	4,169	5,000	2,685	17,470
Regeneration	C10747	500					500
Commercial Property	C10751		500	400			900
Ground Penetrating Radar	C10745	242					242
	Total Better Queensway	742	500	400			1,642
Cremator Hearth Replacement	C10677	34					34
Crematorium Re-Quip (Mercury)	C10055	16					16
Cremated Remains Plots	C10754	90					90
Essential Crematorium/Cemetery Equipment	C10572	175					175
Mercury Emissions Testing Equipment	C10753	20					20
New Burial Ground	C10054	80					80
Pergola Walk Memorial Scheme	C10755	370					370
Replacement Boiler at Southend Crematorium	NEW		130				130
	Total Cemeteries & Crematorium	785	130				915
Priority Works	C10121	161	488	500	500	500	2,149
	Total Priority Works	161	488	500	500	500	2,149
	Total Department of the Chief Executive	2,031	6,400	5,069	5,500	3,185	22,185

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Department for People							
Community Capacity	C10526	215	367				582
Dementia Friendly Environments	C10598	3	27				30
Mental Health Funding Stream	C10184	68	7				75
Priory House - Condition Works	C10693	20	94				114
Transforming Care Housing	C10689	165					165
LATC - Delaware and Priory	C10621	18	982	4,158	6,300		11,458
Total Adult Social Care		489	1,477	4,158	6,300		12,424
Disabled Facilities Grant	C10145	700	900	743			2,343
Empty Dwelling Management	C10020	200	303				503
PSH Works in Default - Enforcement Work	C10503	100	136				236
Private Sector Renewal	C10146	305	450	450			1,205
Warmer Healthy Homes Expenditure	C10255	18					18
Total General Fund Housing		1,323	1,789	1,193			4,305
AHDC Short Breaks for Disabled Children	C10282	64					64
Total Children & Learning Other Schemes		64					64
Bournes Green Junior Boiler	New		135				135
Bournes Green Junior Roof	C10771	168					168
Chalkwell Infants Hall/Kitchen Windows	New		23				23
Chalkwell Infants Main Building Windows	New		45				45
Chalkwell Infants Roof	New		12				12
Earls Hall Ducts and Pipework	C10711	59	68				127
Edwards Hall Roofs	C10713	70					70
Earls Hall Roof Drainage	C10772	28					28
Fairways Fire Alarm	New		42				42
Friars Boilers	C10773	150					150
Friars Curtain Walling	C10532	14					14
Friars Fire Systems Replacement	C10647	35					35
Future condition projects	C10024	119	142				261
Futures Heating and Pipe Ducts	C10714	5	168				173
Hamstel Juniors Fire Systems (H&S)	C10790	34					34
Hamstel Junior Windows	C10774	168					168
Kingsdown Fire System Upgrade	C10775	39					39
Prince Avenue Fire Systems and Rewire	C10650	48					48
Richmond Roof	New		17				17
Thorpedene Boiler	C10717	11					11
West Leigh Infant Roofs	C10718	44					44
Total Condition Schemes		992	652				1,644

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Devolved Formula Capital	C10014	288	288				576
Total Devolved Formula Capital		288	288				576
Small Friends Expansion	New		60				60
Friars Primary School	New		332				332
Edwards Hall	New		144				144
Total Early Years			536				536
Expansion of 2 yr old Childcare Places	C10558	10	62				72
School Improvement and Provision of School Places	C10475	9,296	7,778	8,195	8,579	3,425	37,273
Sacred Heart Primary School	C10620	8					8
School Refurbishment Programme	New		1,000				1,000
St Helens to FE	C10618	1,049					1,049
St Marys East	C10617	666					666
Total Primary and Secondary School Places		11,029	8,840	8,195	8,579	3,425	40,068
Total Department for People		14,185	13,582	13,546	14,879	3,425	59,617

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Department for Place							
ASO Machinery Purchase	C10731	4					4
Belfairs Golf Course - Drainage	C10552	2					2
Belfairs Swim Centre H & S	C10623	47					47
Belfairs Woodland Centre Project	C10502	75					75
Belton Hills Steps	C10777	3	1,497				1,500
Central Museum Works	New		150	100			250
Chalkwell Park and Priory Park Tennis Courts	C10682		52				52
Chase Sports & Fitness Centre - Fire Alarm	C10732	4					4
Chase Sports and Fitness Centre - Lighting Fitting Replacement	New		70				70
Cliffs Pavilion - External Cladding	New		320				320
Cliffs Pavilion - External Works above Maritime Room	C10695	97					97
Cliffs Pavilion - Refurbishmen of passenger lift	C10692	17					17
Cliffs Pavilion - Replacement floor in auditorium	C10670	6					6
Cliffs Pavilion undercroft piping replacement – urgent works	C10722	99					99
Energy Improvements in Culture Property Assets	C10565		119				119
Hard Surface Path Improvements	C10566	28					28
Library Review	C10624	131	325				456
Make Southend Sparkle" Initiative	C10778	10	10	10			30
New Museum - Gateway Review	C10776	56	1,500				1,556
Palace Theatre - Air Handling Units	C10782	25	215				240
Palace Theatre Boilers Replacement	New		125				125
Palace Theatre - Replacement of Asbestos Stage Safety Curtain	New		25	75			100
Palace Theatre - Replacement of External Windows	C10725	55					55
Parks Land Drainage - Belfairs Park	C10680	8					8
Parks Land Drainage - Southchurch Park	C10681	7					7
Parks land drainage - Blenheim Park	C10694	4					4
Playground Gates	C10779	5	125				130
Priory Park Water Main	C10625	29					29
Prittlewell Prince Research	C10043		38				38
Prittlewell Prince Storage	C10696	85	35				120
Pump Priming Budget	C10044		100	233			333
Replacement and Upgrade of Parks Furniture	New		30	30	30	30	120
Replacement of Play Equipment	C10780	50	50	50			150
Sidmouth Park - Replacement of Play Equipment	New		75				75
Southchurch Park Bowls Pavillion	C10739		20				20
Southchurch Park Lighting	C10591	5					5
Southchurch Park Tow Path	C10781		250				250
Southend Cliffs - Replacement of Handrails	New		45				45
Southend Leisure & Tennis Centre - Air Handling Units	C10783	375					375

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Southend Leisure and Tennis Centre - Building Management System (BMS) Control	New		100				100
Southend Leisure & Tennis Centre - Refurbishment of Lift	C10627	18					18
War Memorials within the Borough	C10569	32					32
Wheeled Sports Facility Central Southend Area	New			25	225		250
Total Culture		1,277	5,276	523	255	30	7,361
Barracuda Replacement	C10756		30				30
DEFRA Inspire III	C10640		4				4
Digitisation of Paper Records	NEW		150				150
GCSx Mail Update	C10766	11					11
ICT Priority Works	C10767		100				100
ICT - Core Application and Database Migration	NEW		75				75
ICT Capita One Enhancements/Developments	C10633	20					20
ICT Core Infrastructure	C10575	1,899					1,899
ICT - Central Government IT Security Compliance	NEW		75	75			150
ICT - Delivery of Phase 1 of "Smart city Journey"	NEW			500			500
ICT - Digitally Enable the Council Offices	NEW		80	40			120
ICT Enterprise Agreement	C10636	64	280	280	280		904
ICT E-Procurement Solution	C10635	5	29				34
ICT - Mobile Working and Enterprise Mobility	NEW		85				85
ICT - Phones Migration and Re-Tender	NEW		80				80
ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System	NEW	1,353	982	260			2,595
ICT Rolling Replacement Programme	C10576	156	200	200	200		756
ICT - Southend Network Monitoring Equipment	NEW		40	20			60
ICT - Upgrade of Capacity of Internet	NEW		150				150
ICT - Upgrade of Enterprise Resource Planning (ERP) System	NEW		75				75
IT Human Resources Case Management System	C10679	3	17				20
Mobile Device End Point Protection Replacement	C10768		90				90
Pier and Foreshore ICT Improvement Programme	C10698	152					152
Place - Business Transformation in End to End Reporting	C10757	325	375				700
Place - Culture - Hardware in Libraries	C10764	50					50
Place - Culture and Enterprise and Tourism - EPOS System	C10758	30					30
Place - Culture and Enterprise and Tourism - Events Booking System	C10759	50					50
Place - Enterprise, Regeneration and Tourism - Upgrade of Pier Network Infrastructure	C10762	50					50
Replacement and Enhancement to Cash Receiving System	C10578	21					21
Replacement of Remote Working Solution	C10769	100					100
Software Licencing	C10426	268	320	320	320		1,228
Web Development	C10763	30					30
Websense Replacement	C10770		30				30
Wireless Access Point Upgrade	C10760	30					30
Wireless Borough/City Deal	C10580	16	340				356
Total ICT Programme		4,633	3,607	1,695	800		10,735

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Airport Business Park (including Local Growth Fund)	C10261	3,525	13,440	16,678			33,643
City Deal - Incubation Centre	C10668		44				44
Three Shells Lagoon	C10658	1,669					1,669
Pier Hill Lifts Replacement	C10737	294					294
Pier Hill Lifts Tower Leaks	C10856	30					30
Property Refurbishment Programme	C10626	506	500	500	500		2,006
Resorts Assets	NEW		50				50
Total Enterprise, Tourism & Regeneration		6,024	14,034	17,178	500		37,736
Southend Pier - Bearing Refurbishment (Phase One)	NEW		500	500			1,000
Southend Pier - Condition Works	C10697	666	910	1,135	1,485		4,196
Southend Pier - Pier Entrance Enhancement	NEW		250	50			300
Southend Pier - Pier View Gallery	C10855		200				200
Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)	NEW		125	125			250
Southend Pier - Prince George Extension Works (Phase One)	C10038	200	976				1,176
Southend Pier - Prince George Extension (Phase Two)	NEW			750	750		1,500
Southend Pier - Structural Works	NEW					500	500
Southend Pier - Timber Outer Pier Head	NEW		500	5,000	2,500		8,000
Total Southend Pier		866	3,461	7,560	4,735	500	17,122
Cliff Slip Investigation Works	C10784	10	270				280
Cliff Stabilisation - Clifton Drive	C10683	255					255
Coastal Defence (Shoebury Common Sea Defence Scheme)	C10011	186	250	3,420	500		4,356
Improving Resilience of the Borough to Flooding from Extreme Weather Events	NEW		250				250
Southend Shoreline Strategy	C10843	160					160
Total Coastal Defence and Foreshore		611	770	3,420	500		5,301
Carriageways and Footways Improvements	C10786	1,000	1,000	1,000	1,000		4,000
Cinder Path	C10115	17	75	727			819
Gaist Highways Asset Management Project	C10785	80					80
Highways Maintenance - Potholes	C10588	65	167	65	65	65	427
Highways Planned Maintenance Investment	C10029	390	662				1,052
National Productivity Investment Fund	NEW		459				459
Street Lighting Renewal	C10061	6,571	3,985				10,556
Total Highways & Infrastructure		8,123	6,348	1,792	1,065	65	17,393
Car Park Infrastructure Improvements	C10787	100	300				400
Car Parks Upgrade	C10151	34	100				134
Car Parking in the Town Centre and Central Seafront	NEW		250	2,500	2,000	250	5,000
Improved Car Park Signage and Guidance Systems	NEW		275	185	25		485
Total Parking Management		134	925	2,685	2,025	250	6,019

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
S106 3 Acacia Drive - education	C10835		27				27
S106 Airport 0901960 Fulm - Open Space	C10799	7					7
S106 Audley Court 0200874 Ful - CCTV	C10276		10				10
S106 Avenue Works 1401968AMDT - cycleway improvement	C10727		2				2
S106 Avenue Works 1401968AMDT - Public Art	C10801		15				15
S106 Ajax Works 0300130ful - landscaping maintenance	C10199	1	2	3			6
S106 Bellway Prittlebrook - education	C10724		306				306
S106 Former Coll 0801062FULM - Transport Contribution	C10203	8					8
S106 Dairy Crest 1400340AMDT - Affordable Housing	C10741		202				202
S106 Essex House 1500521FULM - bus stop improvement	C10793	3					3
S106 Essex House 1500521FULM - education	C10794		34				34
S106 Former College 1000225FUL - Tree Replacement	C10207	11					11
S106 Garrison 0000777 Deposit - information boards	C10811	2	3				5
S106 Garrison 0000777 Deposit - Junior Play Area maintenance	C10812		10				10
S106 Garrison 0000777 Deposit - rubbish clearance	C10822	1					1
S106 Garrison 0000777 Deposit - Toddler Play Area maintenance	C10815		6				6
S106 Garrison 0000777 Depost - CCTV	C10810	1					1
S106 Garrison Park Store	C10188	1					1
S106 High Works Shoe Garrison	C10213		2				2
S106 Nth Ambleside 0701079FULM - Recreation	C10201	2					2
S106 22-23 The Leas - eductation	C10831		41				41
S106 Lifstan Way 0000273 Out - Open Space Maintenance	C10269	3	8	72			83
S106 910 London Road 0901899 ful - Tree Replacement	C10479	1					1
S106 North Road and Salisbury Ave 1200056 - Highway Works Contribution	C10816		2				2
S106 North Shoebury Road 0301504out - Shoebury Park Enhancement	C10205	470	57				527
S106 North Shoebury Road 0301504out - Public Art	C10819		91				91
S106 North Shoebury Road 0301504out - Shoebury Park Maintenance	C10820	30	36	33	231		330
S106 53 Pavilion Dr 0701870OUTM - Affordable Housing	C10652		128				128
S106 Premier Inn 1300835FULM - Bus Stop Improvement	C10653	10					10
S106 87 Rectory Gr 1101018FULM - Affordable Housing	C10581		155				155
S106 Saxon Lodge 1401744BC4M – education	C10795		16				16
S106 Seec 0200500ful - Highway Works	C10073		104				104
S106 18-22 Southchurch Rd - education	C10839		8				8
S106 Sunlight Ldry 1400411FULM - Highway Works	C10686		2				2
S106 Sunlight Ldry 1400411FULM - Public Art	C10821	3	11				14
S106 285 Sutton Rd 1100087FULM - Highway Works	C10796		15				15
S106 Univ H-Way0401561ful	C10196	42					42
S38/S278 Airport 0901960 Fulm	C10275	10	91				101
S278 Health & Beaumont House	C10792	1					1
S78 Bellway Homes 14/00943/fulm	C10730	1	13				14
S38 Fossetts Farm Bridleway	C10193	20	95				115
S38 Garrison NBP Road Supp Fee	C10267	10	12				22

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
S38 Inspection Magazine Rd	C10190	5					5
Total S106 & S38 Agreements		643	1,504	108	231		2,486
LTP (Integrated Transport block) - Bridge Strengthening	C10512	184	490	350	350	350	1,724
LTP (Integrated Transport block) - Better Sustainable Transport	C10384	417	400	400	400	400	2,017
LTP (Integrated Transport block) - Better Networks	C10671	521	400	400	400	400	2,121
LTP (Integrated Transport block) - Traffic Management Schemes	C10513	520	475	400	400	400	2,195
LTP (Integrated Transport block) - Traffic Control Systems	C10470	201	201	201	201	201	1,005
LTP - Maintenance	C10076	925	868	621	621	621	3,656
LTP - Maintenance - Street Lighting	C10708	50		150	150	150	500
Total Local Transport Plan		2,818	2,834	2,522	2,522	2,522	13,218
Local Growth Fund - A127 Growth Corridor	C10699	3,100	3,277	4,440	3,120	3,000	16,937
Local Growth Fund - Local Sustainable Transport Fund	C10700	124					124
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Non-Transport)	C10701	705	920	2,120	2,220		5,965
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)	C10702	985	2,000	2,000	2,000		6,985
Total Local Growth Fund		4,914	6,197	8,560	7,340	3,000	30,011
A127 Junction Improvements	C10553		416				416
HCA Progress Road	C10254	1	18				19
Southend Transport Model	C10058	5	70				75
Wavel Centre - Bus Service Provision in the Town Centre	New		50				50
Total Transport		6	554				560
CCTV Equipment Renewal	New		420				420
Total Community Safety			420				420
Beecroft and Central Museum Energy Project	C10738	795	200				995
Civic Centre Boilers - Low Loss Header	C10676	20					20
Energy Efficiency Projects	C10788	43	750	125			918
LED Lighting - Civic Centre Underground Car Park	C10662	19					19
LED Lighting - University Square Car Park	C10844	75					75
Solar PV Projects	C10789		960				960
Southend Adult Community College Energy Project	C10664	256					256
Schools and Council Buildings Solar PV	C10740	117	100				217
Temple Sutton School Energy Project	C10665	83	200				283
Total Energy Saving		1,408	2,210	125			3,743
Total Department for Place		31,457	48,140	46,168	19,973	6,367	152,105
Total General Fund Capital Schemes		47,673	68,122	64,783	40,352	12,977	233,907

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Housing Revenue Account (HRA)							
Bathroom Refurbishment	C10161	368					368
Central Heating	C10162	650	50				700
Common Areas Improvement	C10168	1,115	1,115				2,230
Environmental - H&S works	C10163	590	400				990
Kitchen Refurbishments	C10164	416					416
Rewiring	C10165	31					31
Roofs	C10166	952					952
Windows and Doors	C10167	202					202
Future Programme (MRA & Decent Homes)	C10298		6,200	5,800	6,200	6,200	24,400
	Total Decent Homes Programme	4,324	7,765	5,800	6,200	6,200	30,289
HRA Disabled Adaptations - Major Adaptations	C10015	450					450
HRA Disabled Adaptations - Minor Adaptations	C10257	50					50
	Total Council House Adaptions	500					500
Sheltered Housing DDA works	C10177		345				345
	Total Sheltered Housing Remodelling		345				345
S106 New Build 32 Byron Avenue	C10584	6					6
S106 HRA Land Review	C10685	41					41
	Total S106 Funded HRA Projects	47					47
Construction of New Housing on HRA Land	C10684	2,461					2,461
Southchurch Avenue Hostel Improvement	C10834	109					109
Strategic acquisition of tower block leaseholds	C10614		500				500
	Total Other HRA	2,570	500				3,070
	Total HRA Capital Schemes	7,441	8,610	5,800	6,200	6,200	34,251
TOTAL PROPOSED CAPITAL PROGRAMME		55,114	76,732	70,583	46,552	19,177	268,158

Total Capital Programme 2017/18 to 2020/21: 213,044

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PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME

Appendix 3(ii)

Scheme/Event	Department	Code	Code Description	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Budget (all years) £000
Priority Works Replacement Boiler at Southend Crematorium	Chief Executive Chief Executive	C10121 New	Priority Works Replacement of the Boiler at Southend Crematorium	130			500	500 130
Total Chief Executive				130	0	0	500	630
Schools	People	C10475	Secondary School Expansion Programme		7,996	8,579	3,425	20,000
	People	New	School Refurbishment Programme	1,000				1,000
Adult Social Care	People	C10621	Re-development of Delaware, Priory & Viking	300	2,900	6,300		9,500
Total People				1,300	10,896	14,879	3,425	30,500
Core ICT Infrastructure 41	Place	New	ICT - Central Government IT Security Compliance	75	75			150
	Place	New	ICT - Core Application and Database Migration	75				75
	Place	C10636	ICT - Enterprise Agreement	80	280	280		640
	Place	New	ICT - Southend Network Monitoring Equipment	40	20			60
	Place	New	ICT - Upgrade of Capacity of Internet	150				150
	Place	New	ICT - Mobile Working and Enterprise Mobility	85				85
Corporate ICT Business Transformation	Place	New	ICT - Phones Migration and Re-Tender	80				80
	Place	New	ICT - Digitally Enable the Council Offices	80	40			120
	Place	New	ICT - Delivery of Phase 1 of "Smart city Journey"		500			500
Departmental ICT Business Transformation	Place	New	ICT - Upgrade of Enterprise Resource Planning (ERP) System	75				75
	Place	C10637	ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System	300	260			560

PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME

Appendix 3(ii)

Scheme/Event	Department	Code	Code Description	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Budget (all years) £000
Other Place Schemes	Place	New	Travel Centre - Bus Service Provision in the Town Centre	50				50
	Place	New	Wheeled Sports Facility Central Southend Area		25	225		250
	Place		Resorts Assets	50				50
	Place	New	Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)	125	125			250
	Place	New	Southend Pier - Bearing Refurbishment (Phase One)	500	500			1,000
	Place	New	Southend Pier - Timber Outer Pier Head	500	5,000	2,500		8,000
	Place	New	Southend Pier - Structural Works				500	500
	Place	New	Southend Pier - Prince George Extension (Phase Two)		750	750		1,500
	Place	New	Southend Pier - Pier Entrance Enhancement	250	50			300
	Place	C10788	Energy Projects	125	125			250
	Place	New	CCTV Equipment Renewal	420				420
	Place	New	Improved Car Park Signage and Guidance Systems	275	185	25		485
	Place	New	Car Parking in the Town Centre and Central Seafront	250	2,500	2,000	250	5,000
	Place	New	Improving Resilience of the Borough to Flooding from Extreme Weather Events	250				250
	Place	New	Cliffs Pavilion - External Cladding	320				320
	Place	New	Chase Sports and Fitness Centre - Light Fitting Replacement	70				70
	Place	New	Southend Cliffs - Replacement of Handrails	45				45
	Place	New	Southend Leisure and Tennis Centre - Building Management System (BMS) Control	100				100
	Place	New	Palace Theatre Boilers Replacement	125				125
	Place	New	Palace Theatre - Replacement of Asbestos Stage Safety Curtain	25	75			100
Place	New	Replacement and Upgrade of Parks Furniture	30	30	30	30	120	
Place	New	Sidmouth Park - Replacement of Play Equipment	75				75	
Place	C10261	Airport Business Park	10,440	9,450			19,890	
Total Place				15,065	19,990	5,810	780	41,645
Total General Fund				16,495	30,886	20,689	4,705	72,775
Housing Revenue Account	HRA	New	HRA Future Programme				6,200	6,200
Total HRA				0	0	0	6,200	6,200
				16,495	30,886	20,689	10,905	78,975

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PURPOSE

The purpose of this Appendix is to enable the Council to calculate and set the Council Tax for 2017/18.

PRECEPT LEVELS

The following precept levels have been received.

- The Cabinet of **Southend-on-Sea Borough Council** met on 14 February 2017 and decided to recommend a Council Tax Requirement of **£72,054,279**, which includes an Adult Social Care Precept of **£3,375,214**. Assuming this is approved by the Council on 23 February 2017, this results in a Southend-on-Sea Borough Council Band D Council Tax of **£1,265.94**, an increase of £60.12 (4.99%) on the previous year.
- **Essex Police and Crime Panel** met on 26 January 2017 and approved the proposals of the Office of the Police and Crime Commissioner for a precept of **£8,938,911**. This results in a 2017/18 Police and Crime Commissioner Band D Council Tax of **£157.05**, an increase of £4.95 (3.25%) on the previous year.
- **Essex Fire Authority** met on 15 February 2017 and set their precept at **£3,929,023**. This results in a 2017/18 Fire Authority Band D Council Tax of **£69.03**, an increase of £1.35 (1.99%) over the previous year.
- The **Leigh Town Council** met on 7 February 2017 and set their precept at **£400,904**. This results in a Town Council Band D Council Tax of **£45.99**, an increase of £0.72 (1.59%) on the previous year.

The total of all precepts levied is therefore £85,323,117. This results in an average total Band D Council Tax of £1,499.07 across all areas, an increase of £66.44 (4.64%) on the previous year. For the unparished area, the total Band D Council tax will be £1,492.02, an increase of £66.42 (4.66%) on the previous year, and for the parished area the total Band D Council tax will be £1,538.01, an increase of £67.14 (4.56%) on the previous year.

Subject to the Council approving the Council Tax Resolution, the following tables summarise Council Tax bills for 2017/18.

Table 1 – summary of average Band D Council Tax bill

Authority	2016/17 Band D £	2017/18 Band D £	Increase %	Increase/ year £	Increase/ week £
Southend-on-Sea Borough Council	1,205.82	1,265.94	4.99%	60.12	1.16
Essex Police CC	152.10	157.05	3.25%	4.95	0.10
Essex Fire Authority	67.68	69.03	1.99%	1.35	0.03
Total Band D Unparished Area	1,425.60	1,492.02	4.66%	66.42	1.29
Leigh Town Council	45.27	45.99	1.59%	0.72	0.01
Total Band D Parished Area	1,470.87	1,538.01	4.56%	67.14	1.30
TOTAL Band D Average all areas	1,432.63	1,499.07	4.64%	66.44	1.28

Table 2 – Council Tax Levels (all bands) – Unparished Area

Band	Proportion of Band D	2016/17 Council Tax before Discounts £	2017/18 Council Tax before Discounts £	Increase over 2016/17 £	Weekly increase over 2016/17 £	Weekly increase SBC element £
A	6/9ths	950.40	994.68	44.28	0.85	0.77
B	7/9ths	1,108.80	1,160.46	51.66	0.99	0.90
C	8/9ths	1,267.20	1,326.24	59.04	1.13	1.03
D	9/9ths	1,425.60	1,492.02	66.42	1.29	1.16
E	11/9ths	1,742.40	1,823.58	81.18	1.56	1.41
F	13/9ths	2,059.20	2,155.14	95.94	1.85	1.67
G	15/9ths	2,376.00	2,486.70	110.70	2.13	1.93
H	18/9ths	2,851.20	2,984.04	132.84	2.55	2.31

Table 3 – Council Tax Levels (all bands) – Parished Area

Band	Proportion of Band D	2016/17 Council Tax before Discounts £	2017/18 Council Tax before Discounts £	Increase over 2016/17 £	Weekly increase over 2016/17 £	Weekly increase SBC element £
A	6/9ths	980.58	1,025.34	44.76	0.86	0.77
B	7/9ths	1,144.01	1,196.23	52.22	1.00	0.90
C	8/9ths	1,307.44	1,367.12	59.68	1.14	1.03
D	9/9ths	1,470.87	1,538.01	67.14	1.30	1.16
E	11/9ths	1,797.73	1,879.79	82.06	1.58	1.41
F	13/9ths	2,214.59	2,221.57	96.98	1.87	1.67
G	15/9ths	2,451.45	2,563.35	111.90	2.15	1.93
H	18/9ths	2,941.74	3,076.02	134.28	2.58	2.31

The formal Council Tax Resolution is set out overleaf.

COUNCIL TAX RESOLUTION

The Council is recommended to resolve as follows:

1. To note that on 19 January 2017 the Cabinet calculated the Council Tax Base 2017/18:
 - (a) for the whole Council area as 56,917.61
 - (b) for dwellings in those parts of its area to which a Parish precept relates (Leigh Town Council) as 8,717.19.
2. To determine that the Council Tax requirement for the Council's own purposes for 2017/18 (excluding town/parish precepts) is £72,054,279.
3. That the following amounts be calculated for the year 2017/18 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended (the Act):
 - (a) £385,556,904 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by town/parish councils.
 - (b) -£313,101,721 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £72,455,183 Being the amount by which the aggregate of 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (including town/parish precepts).
 - (d) £1,272.98 Being the amount at 3(c) above, divided by the Council Tax Base shown at 1(a) above, as the basic amount of its Council Tax for the year (including town/parish precepts)
 - (e) £400,904 Being the aggregate amount of all special items (town/parish precepts) referred to in Section 34(1) of the Act (as per the attached Annex 1)
 - (f) £1,265.94 Being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by the Council Tax Base shown at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Town/Parish precept relates.
4. To note that Essex Police and Crime Commissioner and the Fire Authority have issued precepts to the Council in accordance with Section 40 of the Act for each category of dwellings in the Council's area as indicated in the table below.

RESOLUTION 0 – Substantive Motion

5. That the Council, in accordance with Sections 30 and 36 of the Act, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2017/18 for each part of its area and for each of the categories of dwellings.

£	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Southend-on-Sea Borough Council	843.96	984.62	1,125.28	1,265.94	1,547.26	1,828.58	2,109.90	2,531.88
Essex Police Authority	104.70	122.15	139.60	157.05	191.95	226.85	261.75	314.10
Essex Fire Authority	46.02	53.69	61.36	69.03	84.37	99.71	115.05	138.06
Aggregate amounts excluding town council	994.68	1,160.46	1,326.24	1,492.02	1,823.58	2,155.14	2,486.70	2,984.04

6. Determines that the Council's basic amount of Council Tax for 2017/18 is **not excessive** in accordance with the principles approved under Section 52ZB of the Act, and as shown in the calculation below.

(a) Percentage increase defined by the Secretary of State as constituting an excessive increase for 2017/18: 5.0%

(b) Percentage increase in the Council's basic amount of Council Tax:

2016/17 amount	£1,205.82
2017/18 amount	£1,265.94
Percentage increase:	4.99%

The figure at 6(b) is less than the figure at 6(a) above and therefore the Council's basic amount of Council Tax for 2017/18 is **not excessive** and no referendum is required.

7. Determines the amounts payable in each town/parish at each band, comprising aggregate sums derived from all precepts, as set out in Annex 2.

LEIGH TOWN COUNCIL – 2017/18 TAXBASE AND PRECEPT

Taxbase	2017/18 Precept	2017/18 Band D	2016/17 Band D	Increase / (Decrease)	Amount Required by Parish 2017/18							
					£							
	£	£	£	%	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
8,717.19	400,904	45.99	45.27	1.59	30.66	35.77	40.88	45.99	56.21	66.43	76.65	91.98

COMBINED COUNCIL TAX 2017/18

Council Tax 2017/18	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Ratio to Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Unparished Area	994.68	1,160.46	1,326.24	1,492.02	1,823.58	2,155.14	2,486.70	2,984.04
Parished Area	1,025.34	1,196.23	1,367.12	1,538.01	1,879.79	2,221.57	2,563.35	3,076.02

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SOUTHEND-on-SEA BOROUGH COUNCIL

Medium Term Financial Forecast

	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000
Base Budget				
From prior year	123,206	123,153	119,244	119,090
LESS				
Appropriations to/from Reserves in prior year	3,874	12,282	(991)	(2,624)
Revenue Contributions to Capital	(6,472)	(3,804)	(1,060)	(1,000)
Less other one-off expenditure/savings	2,803	(9,280)	1,184	2,132
Adjusted Base Budget	123,411	122,351	118,377	117,598
Appropriations to/from reserves	(12,282)	991	2,624	(2,186)
Revenue Contributions to Capital (funded from Earmarked Reserves)	3,804	1,060	1,000	1,000
Other one-off/time limited expenditure bids	9,280	(1,184)	(2,132)	1,180
Inflation and other increases	2,240	2,240	2,240	2,240
Corporate Cost Pressures	2,438	1,123	639	1,078
Directorate Savings/Pressures				
On-going Corporate and Directorate cost pressures allowance	500	1,400	1,400	1,750
Savings identified as per Budget Council	(6,921)	0	0	0
Better Care Fund				
NHS funding to Support Social Care and benefit Health	(5,861)	(8,601)	(11,098)	(11,098)
Expenditure relating to the NHS funding	5,861	8,601	11,098	11,098
Housing Revenue Account				
Projected Expenditure	24,544	24,654	25,025	25,507
Projected Income	(27,936)	(27,681)	(27,527)	(28,033)
Contributions to/(from) HRA Earmarked Reserves	3,392	3,027	2,502	2,526
Schools				
Dedicated Schools Grant received from Government	(39,421)	(39,421)	(39,421)	(39,421)
Dedicated Schools Grant distributed to schools	39,421	39,421	39,421	39,421
Pupil Premium received from Government (indicative)	(8,000)	(8,000)	(8,000)	(8,000)
Pupil Premium distributed to schools	8,000	8,000	8,000	8,000
Projected General Fund Net Expenditure	122,470	127,981	124,148	122,660
Changes in General Grants	683	1,563	42	661
Budget Requirement	123,153	129,544	124,190	123,321
Funded by:				
Council tax increase (1.99% in 17/18 onwards) (taxbase +0.5% p.a.)	(68,678)	(70,463)	(72,306)	(74,232)
Social Care Precept (3% in 17/18, 1% in 18/19, 2% in 19/20)	(3,375)	(4,119)	(5,640)	(5,668)
Business Rates Retained	(32,060)	(34,344)	(35,219)	(35,921)
Revenue Support Grant	(14,681)	(10,318)	(5,925)	0
Reserves and Balances	(4,359)	0	0	0
Total funding	(123,153)	(119,244)	(119,090)	(115,821)
Funding Gap	0	10,300	5,100	7,500

Core Precept	68,678	70,463	72,306	74,232
Social Care Precept	3,375	4,119	5,640	5,668
Band D Council Tax				
Council Tax for a Band D Property	1,265.94	1,303.83	1,355.85	1,382.94
% Increase in Council Tax	4.99%	2.99%	3.99%	2.00%
Council Tax Base				
Council Tax Base	56,918	57,202	57,488	57,776
Increase in Taxbase on prior year	0.50%	0.50%	0.50%	0.50%

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Development Control Committee

Date: Wednesday, 14th December, 2016

Place: Committee Room 1 - Civic Suite

8

Present: Councillor F Waterworth (Chair)
Councillors D Garston (Vice-Chair), B Arscott, M Assenheim,
B Ayling, M Borton, S Buckley*, M Butler, T Callaghan, N Folkard,
J Garston, R Hadley, A Jones, C Mulroney, D Norman MBE,
P Van Looy and C Walker
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillor M Terry
J K Williams, D Hermitage, C Galforg, J Rowley, M Warren,
K Walters, I Harrison and T Row

Start/End Time: 2.00 - 5.45 pm

524 Apologies for Absence

Apologies for absence were received from Councillor Evans (Substitute: Councillor Buckley).

525 Declarations of Interest

The following interests were declared at the meeting:

- (a) Councillor Ayling – Agenda Item No. 7 – 16/01256/FUL - 23 Blenheim Crescent, Leigh-on-Sea, SS9 3DT – Non-pecuniary interest: Knows the applicant;
- (b) Councillor Arscott – Agenda Item No. 17 – 16/01661/FULH - 54 Glenbervie Drive, Leigh-on-Sea – Disqualifying non-pecuniary interest: Resident of Glenbervie Drive (withdrew);
- (c) Councillor Assenheim – Agenda Item No. 7 – 16/01256/FUL - 23 Blenheim Crescent, Leigh-on-Sea, SS9 3DT – Non-pecuniary interest: Knows the applicant;
- (d) Councillor Buckley – Agenda Item No. 12 – 16/02060/TPO - Land at Junction of Prince Avenue A127 and Rochford Road, Westcliff on Sea – Non-pecuniary interest: Ward Councillor;
- (e) Councillor D Garston – Agenda Item No. 7 – 16/01256/FUL - 23 Blenheim Crescent, Leigh-on-Sea, SS9 3DT – Non-pecuniary interest: Applicant is known to him;
- (f) Councillor Mulroney – Agenda Item No. 7 – 16/01256/FUL - 23 Blenheim Crescent, Leigh-on-Sea, SS9 3DT – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);

(g) Councillor Mulronee – Agenda Item No. 10 – 16/01572/FUL - The Sarah Moore Public House, 57-59 Elm Road, Leigh-on-Sea – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);

(h) Councillor Mulronee – Agenda Item No. 15 – 16/01693/FUL - 104 Salisbury Road, Leigh-on-Sea – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);

(i) Councillor Mulronee – Agenda Item No. 17 – 16/01661/FULH - 54 Glenbervie Drive, Leigh-on-Sea – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);

(j) Councillor Terry – Agenda Item No. 4 – 16/01580/FUL - Roslin Hotel, Thorpe Esplanade, Thorpe Bay, Southend-on-Sea, SS1 3BG – Non-pecuniary interest: Knows the applicant through the Southend Business & Tourism Partnership;

(k) Councillor Terry – Agenda Item No. 5 – 16/01757/FUL - 10 Clieveden Road, Thorpe Bay, Southend-on-Sea, SS1 3BL – Non-pecuniary interest: Knows the applicant through the Southend Business & Tourism Partnership;

(l) Councillor Van Looy – Agenda Item No. 7 – 16/01256/FUL - 23 Blenheim Crescent, Leigh-on-Sea, SS9 3DT – Non-pecuniary interest: Applicant is known to him;

(m) Councillor Walker – Agenda Item No. 4 – 16/01580/FUL - Roslin Hotel, Thorpe Esplanade, Thorpe Bay, Southend-on-Sea, SS1 3BG – Non-pecuniary interest: Applicants supported charity during his Mayoralty;

(n) Councillor Walker – Agenda Item No. 5 – 16/01757/FUL - 10 Clieveden Road, Thorpe Bay, Southend-on-Sea, SS1 3BL – Non-pecuniary interest: Applicants supported charity during his Mayoralty;

(o) Councillor Walker – Agenda Item No. 10 – 16/01572/FUL - The Sarah Moore Public House, 57-59 Elm Road, Leigh-on-Sea – Non-pecuniary interest: Applicant is known to him and has spoken with him regarding the application (Councillor Walker remained in the room but took no part in the debate or voting thereon);

Note: All Councillors declared a non-pecuniary interest in respect of Agenda Item No. 18 -16/01772/FULH - 20 Chadwick Road, Westcliff-on-Sea on the basis that a fellow Councillor resided in the street.

526 Supplementary Report

The Committee received a supplementary report by the Deputy Chief Executive (Place) that provided additional information on items referred to elsewhere on the Agenda.

527 16/01580/FUL - Roslin Hotel, Thorpe Esplanade, Thorpe Bay, Southend-on-Sea, SS1 3BG (Thorpe Ward)
Proposal: Erect ground floor extensions to the front elevation, extend and alter existing front porch incorporating revolving door and alterations to front entrance steps
Applicant: Roslin Beach Hotel
Agent: APS Design Associates

Mrs Kindley, a local resident, spoke as an objector the application. Mrs Dallimore responded on behalf of the Applicants.

Planning Permission GRANTED subject to the following conditions:

01 The development hereby permitted shall begin not later than three years from the date of this decision.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02 The development hereby permitted shall be carried out in accordance with the following approved plans: 01b; 08; 09; 10; 07.

Reason: To ensure that the development is carried out in accordance with the provisions of the Development Plan.

03 All new work to the outside of the building must match existing original work in terms of the choice of materials, method of construction and finished appearance, including balustrade. This applies unless differences are shown on the drawings hereby approved or are required by conditions to this permission.

Reason: In the interests of visual amenity and drainage to ensure that the appearance of the building makes a positive contribution to the character and appearance of the area. This is set out in National Planning Policy Framework, DPD1 (Core Strategy) 2007 policy KP2 and CP4, DPD2 (Development Management) policy DM1 and SPD1 (Design and Townscape Guide).

04 The development hereby approved shall not be occupied until detailed cycle for 20 cycles storage including siting have been submitted to and approved by the local planning authority, as installed and remain in situ thereafter.

Reason: To ensure that satisfactory off cycle off-street car parking is provided in the interests of residential amenity and highways efficiency and safety, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy KP2, DPD2 (Development Management Document) policy DM15 and SPD1 (Design and Townscape Guide).

05 Sixty two (62) parking spaces shall be retained on site as shown on drawing 01b. These parking spaces shall be permanently retained for the parking of staff and visitors to the Roslin Hotel.

Reason: To ensure that adequate car parking is retained to serve the development in accordance with Policies DM15 of the Council's Development Management DPD and CP3 of the Core Strategy DPD1.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers

Informative

You are advised that as the proposed extension(s) to your property equates to less than 100sqm of new floorspace the development benefits from a Minor Development Exemption under the Community Infrastructure Levy Regulations 2010 (as amended) and as such no charge is payable. See www.southend.gov.uk/cil for further details about CIL.

- 528 16/01757/FUL - 10 Clieveden Road, Thorpe Bay, Southend-on-Sea, SS1 3BL (Thorpe Ward)**
Proposal: Change of use of residential dwelling (Class C3) into 7 hotel rooms ancillary to existing Roslin Hotel (Class C1)
Applicant: Mrs J Dallimore
Agent: APS Design Associates Ltd.

Mr Chamberlain, a local resident, spoke as an objector to the application. Mrs Dallimore, the Applicant, responded.

Planning permission GRANTED subject to the following conditions:

01 The development hereby permitted shall begin not later than three years from the date of this decision.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02 The development hereby permitted shall be carried out in accordance with the following approved plans: 01b; 02b; 11; 10.

Reason: To ensure that the development is carried out in accordance with the provisions of the Development Plan.

03 The premises shall be used to provide sleeping accommodation for hotel guests and staff ancillary to the Roslin Hotel and for no other purpose.

Reason: To safeguard the character and amenities of the area and to protect the amenities of adjoining residential properties in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy KP2, DPD2 (Development Management Document) policy DM1 and SPD1 (Design and Townscape Guide).

04 The development hereby approved shall not be occupied until detailed cycle for 21 cycles storage including siting have been submitted to and approved by the local planning authority, as installed and remain in situ thereafter.

Reason: To ensure that satisfactory off cycle off-street car parking is provided in the interests of residential amenity and highways efficiency and safety, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy KP2, DPD2 (Development Management Document) policy DM15 and SPD1 (Design and Townscape Guide).

05 External lighting shall be directed, sited and screened so as not to cause detrimental intrusion of light into residential property. Prior to installation of external lighting an assessment using the Institution of Lighting Engineers Guidance Note for the Reduction of Obtrusive Light shall be submitted to and approved in writing by the Local Planning Authority.

Reason: To protect the amenities of the occupiers and adjacent residential occupiers in accordance with DPD1 (Core Strategy) policies KP2 and CP4, Policies DM1 and DM8 of the Development Management DPD2 and SPD1 (Design and Townscape Guide).

06 Details of any plant equipment to be installed shall be submitted to and agreed in writing by the local planning authority including an acoustic report to ensure protection of people in neighbouring properties and general environmental quality from the intrusion of noise and vibration by ensuring that the plant/machinery hereby permitted is not operated at hours when external background noise levels are quietest.

Reason: To protect the amenities of future hotel guests and adjacent residential occupiers in accordance with DPD1 (Core Strategy) policies KP2 and CP4, policy DM1 of the Development Management DPD2 and SPD1 (Design and Townscape Guide).

07 Construction hours restricted to 8am – 6pm Monday to Friday, 8am – 1pm Saturday and not at all on Sundays or Bank Holidays.

Reason: To protect the amenities of future hotel guests and adjacent residential occupiers in accordance with DPD1 (Core Strategy) policies KP2 and CP4, policy DM1 of the Development Management DPD2 and SPD1 (Design and Townscape Guide).

08 All deliveries and collections shall take place at the site between 0900 hours and 1800 hours Monday to Saturday and between 0900 hours and 1700 hours on Sundays and bank holidays. No deliveries and collections shall take place from the front of No.10 Clieveden Road.

Reason: To protect the amenities of adjacent residential occupiers in accordance with DPD1 (Core Strategy) policies KP2 and CP4, policy DM1 of the Development Management DPD2 and SPD1 (Design and Townscape Guide).

09 Notwithstanding the details shown on the approved plans, prior to first occupation of the hotel rooms hereby approved 67 parking spaces shall be provided in accordance with drawing 01b, including 3 spaces to the front of no. 10 Clieveden Road. The parking spaces shall be permanently retained thereafter for the parking of staff and visitors of the Roslin Hotel.

Reason: To ensure that adequate car parking is provided and retained to serve the development in accordance with Policies DM15 of the Council's Development Management DPD and CP3 of the Core Strategy DPD1.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

- 529 16/00889/FUL - Unit 6 New Garrison Road, Shoeburyness, SS3 9BF (Shoeburyness Ward)**
Proposal: Change of use from offices (Class B1) to six dwellinghouses (Class C3), alter front and rear elevations with balconies to rear, layout refuse, cycle storage and associated parking and amenity space to rear
Applicant: The Garrison LLP
Agent: Pomery Planning Consultants Ltd

01 The development hereby permitted shall be begun not later than 3 years beginning with the date of this permission.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990

02 The development shall be carried out in accordance with the approved plans: 01 Revision B; 05 Revision B; 06 Revision B; 07 Revision B; 08 Revision B; 09 Revision B.

Reason: To ensure the development is carried out in accordance with the development plan.

03 The development hereby approved shall be carried out in accordance with the Flood Risk Assessment prepared by Evans River and Coastal, referenced 1567/RE/02-16/01-Revision C and dated May 2016.

Reason: To ensure the site is protected to the standard that the development is designed and modelled to within the submitted Flood Risk Assessment NPPF and policy KP2 of Core Strategy.

04 The development hereby permitted shall operate at all time in accordance with the 'Flood Response Plan' dated July 2016 reference 1567/RE/02-16/02 carried out by Evans Rivers and Coastal.

Reason: To ensure that the Flood Warning and Evacuation Plan meets with the requirements of the Environment Agency's Flood Warning Service, and is safe in the event of a flood in accordance with Policy KP2 of the Core Strategy DPD2

05 The development hereby permitted shall operate at all times in accordance with the 'Flood Evacuation and Warning Plan' received 22.09.2016 reference CC/1687.

Reason: To ensure that the Flood Warning and Evacuation Plan meets with the requirements of the Environment Agency's Flood Warning Service and is safe in the event of a flood in accordance with Policy KP2 of the Core Strategy DPD2.

06 No development shall take place until samples of the materials to be used on all the external elevations including windows, window frame, doors, bricks, balcony detailing including screens and canopies, walls and fences, and on any external access way, driveway have been submitted to and approved by the local planning authority. The development shall only be carried out in accordance with the approved details.

Reason: To safeguard character and appearance of surrounding area in accordance with Policy DM1 of the Development Management Document DPD2 and KP2 and CP4 of the Core Strategy.

07 No dwelling shall be first occupied until parking spaces to serve that dwelling have been laid out, together with properly constructed vehicular access to the adjoining highway. The parking spaces shall be permanently retained thereafter for the parking of occupiers of and visitors to the development.

Reason: To ensure that adequate car parking is provided and retained to serve the development in accordance with Policies DM15 of the Council's Development Management DPD and CP3 of the Core Strategy DPD1.

08 Final glazing, acoustic insulation, plant equipment and ventilation details for the dwellings hereby approved shall be submitted to and approved by the local planning authority prior to installation and first occupation of the dwellings hereby approved. Glazing and ventilation should be selected with relevant acoustic properties as outlined in the sharps gayler acoustic consultations noise assessment dated 12th October 2016 and email dated 21st October 2016 for new dwellings in this location. Appropriate mitigation must be given to ensure that construction of the development and cumulative noise levels are in accordance with BS4142:2014 to meet relevant internal noise criteria in accordance with BS8233:2014. The development shall be carried out in accordance with the approved details and retained thereafter.

Reason: To protect the amenities of the occupiers from undue noise and disturbance in order to protect their amenities in accordance with DPD1 (Core Strategy) policies KP2 and CP4, Policies DM1 and DM8 of the Development Management DPD2 and SPD1 (Design and Townscape Guide).

09 With reference to BS4142, the noise rating level arising from any plant and/or extraction/ventilation equipment should be at least 5dB(A) below the prevailing background at 3.5 metres from the ground floor façades and 1m from all other facades of the nearest noise sensitive property with no tonal or impulsive character.

Reason: To protect the amenities of the occupiers from undue noise and disturbance in order to protect their amenities in accordance with DPD1 (Core Strategy) policies KP2 and CP4, Policies DM1 and DM8 of the Development Management DPD2 and SPD1 (Design and Townscape Guide).

10 Details of the mitigation boundary treatments in relation to noise levels shall be installed to the west and east boundary to the south shall be submitted to and approved by the local planning authority prior to occupation of the dwellinghouses and remain thereafter.

Reason: To protect the amenities of the occupiers from undue noise and disturbance in order to protect their amenities in accordance with DPD1 (Core Strategy) policies KP2 and CP4, Policies DM1 and DM8 of the Development Management DPD2 and SPD1 (Design and Townscape Guide).

11 No development shall take place until full details of both hard and soft landscape works, have been submitted to and approved in writing by the local planning authority and the approved hard landscaping works shall be carried out prior to first occupation of the development and the soft landscaping works within the first planting season following first occupation of the development, unless otherwise agreed in writing by the local planning authority.

These details shall include, for example:-

- i proposed finished levels or contours;
- ii. means of enclosure, including any gates to the car parks;
- iii. car parking layouts;
- iv. other vehicle and pedestrian access and circulation areas;
- v. hard surfacing materials;
- vi. minor artefacts and structures (e.g. street furniture, loggia, bollards, play equipment, refuse or other storage units, signs, lighting, etc.)

This shall include details of details of the number, size and location of the trees, shrubs and plants to be planted together with a planting specification, details of the management of the site, e.g. the uncompacting of the site prior to planting, the staking of trees and removal of the stakes once the trees are established, details of measures to enhance biodiversity within the site and tree protection measures to be employed during demolition and construction.

With reference to ii above, the boundary walls to the south of the dwellings hereby approved shall be no higher than 1m from adjacent ground levels.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy DM1 of the Development Management DPD and Policy CP4 of the Core Strategy DPD1.

12 No development shall commence until a detailed Arboricultural Method Statement, Tree Protection Plan with the following information fencing type, piling, ground protection measures, access facilitation pruning specification, project phasing and an auditable monitoring schedule.

Reason: To make sure that the trees on the site are adequately protected during building works in the interests of visual amenity and in accordance with DPD1 (Core Strategy) policy KP2 and CP4, and SPD1 (Design and Townscape Guide).

13 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order Amended 2016, or any order revoking and re-enacting that Order with or without modification, no development shall be carried

out within Schedule 2, Part 1, Class A, B, C, D, E, F, G, H and Part 2 Class A to those Orders.

Reason: To safeguard the character and amenities of the area, in accordance with Policy DM1 of the Development Management Document.

14 The development hereby approved shall be carried out in accordance with drawing to ensure the dwellinghouses comply with building regulation M4 (2)- 'accessible and adaptable dwellings' and remains in perpetuity.

Reason: To ensure the residential units hereby approved provides high quality and flexible internal layouts to meet the changing needs of residents in accordance with National Planning Policy Framework, DPD1 (Core Strategy) policy KP2, DPD2 (Development Management Document) policy DM2 and SPD1 (Design and Townscape Guide).

15 No development shall take place until a site investigation of the nature and extent of contamination (including ordnance risk) has been carried out in accordance with a methodology which has previously been submitted to and approved in writing by the local planning authority. The results of the site investigation shall be made available to the local planning authority before any development begins. If any contamination is found during the site investigation, a report specifying the measures to be taken to remediate the site to render it suitable for the development hereby permitted shall be submitted to and approved in writing by the local planning authority. The site shall be remediated in accordance with the approved measures before development begins. If, during the course of development, any contamination is found which has not been identified in the site investigation, additional measures for the remediation of this source of contamination shall be submitted to and approved in writing by the local planning authority. The remediation of the site shall incorporate the approved additional measures.

Reason: To ensure that any contamination on the site is identified and treated so that it does not harm anyone who uses the site in the future, and to ensure that the development does not cause pollution to DPD2 (Development Management document) policy DM14.

16 Construction and demolition shall only take place between 0730 and 1800 Monday to Friday 0800 and 1300 Saturday and not at all on Sundays or Bank Holidays.

Reason: In the interests of the character and amenity of the area in accordance with NPPF; DPD1 (Core Strategy) 2007 policy KP2 and CP4; DPD2 (Development Management Document) policy DM1.

17 During construction works, the burning of waste material is prohibited given the sites location adjacent to other commercial and residential properties.

Reason: In the interests of the character and amenity of the area and nearby occupiers in accordance with NPPF; DPD1 (Core Strategy) 2007 policy KP2 and CP4; DPD2 (Development Management Document) policy DM1.

Please note that the development the subject of this application is liable for a charge under the Community Infrastructure Levy Regulations 2010 (as amended). Enclosed with this decision notice is a Community Infrastructure Levy (CIL) Liability Notice for the attention of the applicant and any person who has an interest in the land. This contains details including the chargeable amount, when this is payable and when and how exemption or relief on the charge can be sought.

You are advised that a CIL Commencement Notice (CIL Form 6) must be received by the Council at least one day before commencement of development. Receipt of this notice will be acknowledged by the Council. Please ensure that you have received both a CIL Liability notice and acknowledgement of your CIL Commencement Notice before development is commenced. Most claims for CIL relief or exemption must be sought from and approved by the Council prior to commencement of the development. Charges and surcharges may apply, and exemption or relief could be withdrawn if you fail to meet statutory requirements relating to CIL. Further details on CIL matters can be found on the Council's website at www.southend.gov.uk/cil.

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and determining the application within a timely manner, clearly setting out the reason(s) for refusal, allowing the Applicant the opportunity to consider the harm caused and whether or not it can be remedied by a revision to the proposal. The detailed analysis is set out in a report prepared by officers. In the circumstances the proposal is not considered to be sustainable development. The Local Planning Authority is willing to discuss the best course of action and is also willing to provide pre-application advice in respect of any future application for a revised development, should the applicant wish to exercise this option in accordance with the Council's pre-application advice service.

- 530 16/01256/FUL - 23 Blenheim Crescent, Leigh-on-Sea, SS9 3DT (Blenheim Park Ward)**
Proposal: Demolish existing dwelling and erect three attached two storey chalet bungalows, lay out parking at front and form vehicular access onto Blenheim Crescent
Applicant: Mr M Miller
Agent: SKArchitects

Ms Barber, a local resident, spoke as an objector to the application. Mr Kearney, the applicant's agent, responded.

Planning permission REFUSED for the following reason:

01 The proposed development, by reason of its bulk, height, scale and proximity to the neighbouring dwelling, would result in a cramped form of development to the detriment of the character and appearance of the area and the amenities of neighbouring residents. This is contrary to the NPPF, policies CP4 of the Southend Core Strategy 2007, DM1 and DM3 of the Development Management DPD and guidance contained within the Design & Townscape Guide.

Informative

Please note that this application would be liable for a payment under the Community Infrastructure Levy Regulations 2010 (as amended) if planning permission had been granted. Therefore if an appeal is lodged and subsequently allowed, the CIL liability will be applied. Any revised application would also be CIL liable.

- 531 16/01503/FULM - 411-415 Sutton Road, Southend-on-Sea (Victoria Ward)**
Proposal: Demolish existing buildings, erect 3 storey block comprising of 44 flats, 252sq.m retail commercial floor space at ground floor, communal amenity space, landscaping, parking and associated works (Amended Proposal)
Applicant: Dove Jeffrey Homes Ltd
Agent: Phase 2 Planning & Development Limited

Mr Weedon, a local resident, spoke as an objector to the application. Mr Calder, the Applicant's Agent, responded.

(a) DELEGATED to the Deputy Chief Executive (Place), Head of Planning and Transport or Group Manager of Development Control & Building Control to GRANT PLANNING PERMISSION subject to completion of a PLANNING AGREEMENT UNDER SECTION 106 of the Town and Country Planning Act 1990 (as amended) and all appropriate legislation to seek the following:

- A minimum of 9 units of affordable rented housing units (20% of overall provision) comprising 6.x1 bed and 3x2bed units.
- Traffic Regulation Order contribution of £4,000
- Public art provision/financial contribution (value and details to be agreed prior to first occupation)
- Provision of Travel Packs for residents.
- Retail Travel Plan.

(b) The Deputy Chief Executive (Place), Head of Planning and Transport or the Group Manager (Planning & Building Control) be authorised to determine the application upon completion of the above obligation, so long as planning permission when granted and the obligation when executed, accords with the details set out in the report submitted and the conditions listed below:

01 The development hereby permitted shall be begun not later than 3 years beginning with the date of this permission.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990

02 The development shall be carried out in accordance with the approved plans: 001, 200 P4, 201 P3; 202 P3; 203 P3; 204 P3; 205 P3; 206 P3; 207 P3; 208 P3

Reason: To ensure the development is carried out in accordance with the development plan.

03 No construction works above the floor slab level shall take place until samples of the materials to be used in the construction of the external elevations

of the building hereby permitted, including balconies, balustrades, screening, fenestration, front porches and hoods have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.

Reason: To safeguard character and appearance of surrounding area in accordance with Policies KP2 and CP4 of the BLP and Policy DM1 of the Development Management DPD 2015

04 No development shall take place until full details of both hard and soft landscape works have been submitted to and approved in writing by the local planning authority and these works shall be carried out as approved. These details shall include: proposed finished levels or contours; means of enclosure (including any gates to the car parks); car parking layouts; other vehicle and pedestrian access and circulation areas; hard surfacing materials; minor artefacts and structures (eg. furniture, loggia, bollards, play equipment, refuse and other storage units, signs, lighting etc.)

Details for the soft landscape works shall include the number, size and location of the trees, shrubs and plants to be planted together with a planting specification, the management of the site (e.g. the uncompacting of the site prior to planting) and the initial tree planting and tree staking details.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy DPD1 with CP4 of the Core Strategy DPD1 and Policy DM1 of the Development Management DPD 2015.

05 The development shall not be occupied until space has been laid out within the site in accordance with drawing No. 200 P4 for cars to be parked and for the loading and unloading of vehicles and for vehicles to turn so that they may enter and leave the site in forward gear. The parking spaces shall be permanently retained thereafter for the parking of occupiers, staff and visitors to the development.

Reason: To ensure that adequate car parking is provided and retained to serve the development in accordance with Policies CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

06 The development shall not be occupied until a car park management plan for the development has been submitted to and agreed in writing by the Local Planning Authority. The agreed management plan shall be carried out as approved.

Reason: To ensure that the car parking is satisfactorily managed in the interests of traffic management and highway safety in accordance with Policies KP2 and CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

07 The development shall not be occupied until a waste management plan and service plan has been submitted to and agreed in writing by the Local Planning Authority. The waste management and servicing of the development shall thereafter be carried out in accordance with the approved details.

Reason: to ensure that the development is satisfactorily serviced and that satisfactory waste management is undertaken in the interests of highway safety and visual amenity and to protect the character of the surrounding area, in accordance with Policies KP2 and CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

08 The development shall not be occupied until details of the secure, covered cycle parking spaces to serve the residential development and cycle parking spaces to serve the retail/commercial unit have been submitted to and agreed in writing by the Local Planning Authority. The approved scheme shall be implemented prior to first occupation and shall be retained thereafter.

Reason: To ensure that adequate cycle parking is provided and retained to serve the development in accordance with Policies CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

09 No development shall take place, including any works of demolition, until a Construction Method Statement has been submitted to, and approved in writing by, the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide, amongst other things, for:

- i) the parking of vehicles of site operatives and visitors
- ii) loading and unloading of plant and materials
- iii) storage of plant and materials used in constructing the development
- iv) the erection and maintenance of security hoarding
- v) measures to control the emission of dust and dirt during construction
- vi) a scheme for recycling/disposing of waste resulting from demolition and construction works that does not allow for the burning of waste on site.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy DPD1 with CP4 of the Core Strategy DPD1 and Policy DM1 of the Development Management DPD 2015.

10 Before the retail use hereby permitted begins, a scheme for the installation of equipment to control the emission of fumes and smell from the premises shall be submitted to and approved in writing by the Local Planning Authority. The scheme as approved shall be implemented. All equipment installed as part of the scheme shall thereafter be operated and maintained in accordance with the manufacturer's instructions.

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character and visual amenities of the area in accordance with policies Policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

11 With reference to BS4142, the noise rating level arising from all plant and extraction/ventilation equipment should be at least 5dB(A) below the prevailing background at 3.5 metres from ground floor façades and 1 metre from all other façades of the nearest noise sensitive property with no tonal or impulsive character.

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character and visual amenities of the area in accordance with policies Policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

12 The retail use hereby permitted shall not be open to customers outside the following times: 07:00 to 23:00 hours.

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character and amenities of the area in accordance with policies Policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

13 No deliveries or refuse collection shall be taken at or despatched from the retail unit outside the hours of 07:00-19:00hours Mondays to Fridays and 08:00-13:00hours on Saturdays nor at any time on Sundays, Bank or Public Holidays.

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character and amenities of the area in accordance with policies Policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

14 Other than the demolition, grubbing up of foundations and site clearance, no development shall take place until a site investigation of the nature and extent of contamination has been carried out in accordance with a methodology which has previously been submitted to and approved in writing by the local planning authority. The results of the site investigation shall be made available to the local planning authority before any construction begins. If any contamination is found during the site investigation, a report specifying the measures to be taken to remediate the site to render it suitable for the development hereby permitted shall be submitted to and approved in writing by the local planning authority. The site shall be remediated in accordance with the approved measures before development begins.

If, during the course of development, any contamination is found which has not been identified in the site investigation, additional measures for the remediation of this source of contamination shall be submitted to and approved in writing by the local planning authority. The remediation of the site shall incorporate the approved additional measures.

Reason: To ensure that any contamination on the site is identified and treated so that it does not harm anyone who uses the site in the future, and to ensure that the development does not cause pollution to Controlled Waters in accordance with DPD1 (Core Strategy) 2007 policy KP2 and Policies DM1 and DM14 of the Development Management DPD 2015.

15 No development shall take place until details of the implementation, maintenance and management of a scheme for surface water drainage works have been submitted to and approved by the local planning authority. The scheme shall be implemented and thereafter managed and maintained in accordance with the approved details. Those details shall include:

- i) An investigation of the feasibility of infiltration SUDS as the preferred approach to establish if the principles of any infiltration based surface water drainage strategy are achievable across the site, based on ground conditions. Infiltration or soakaway tests should be provided which fully adhere to BRE365 guidance to demonstrate this. Infiltration features should be included where infiltration rates allow;
- ii) Drainage plans and drawings showing the proposed locations and dimensions of all aspects of the proposed surface water management scheme. The submitted plans should demonstrate the proposed drainage layout will perform as intended based on the topography of the site and the location of the proposed surface water management features;
- iii) a timetable for its implementation; and
- vii) a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme throughout its lifetime.

Reason: To prevent flooding by ensuring the satisfactory storage and disposal of surface water from the site for the lifetime of the development and to prevent environmental and amenity problems arising from flooding in accordance with Policy KP2 and CP4 of the Core Strategy 2007 and area in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policy DM2 of the Development Management DPD 2015.

16 Details of any external lighting shall be submitted to and approved in writing by the local planning authority before the retail use hereby permitted begins and residential apartments are occupied. Development shall be carried out in accordance with the approved details. No additional external lighting shall be installed on the building without the consent of the Local Planning Authority.

Reason: In the interest of the visual amenities and character of the area, and to protect the amenities of surrounding occupiers in accordance with policies Policies KP2 and CP4 of the Core Strategy DPD1 and with CP4 of the Core Strategy DPD1 and Policies DM1 of the Development Management DPD 2015.

17 No construction works above the level of the floor slab shall take place until a scheme for protecting the proposed dwellings from noise from road traffic has been submitted to and approved in writing by the Local Planning Authority. The details shall include the insulation scheme including predicted internal L_{max} and L_{Aeq} levels for the noise sources identified in the noise assessment. Glazing and ventilation shall be selected with relevant acoustic properties as outlined in the Noise Assessment dated 18 December 2014. The agreed noise prevention measures will be installed prior to first occupation of the dwellings and retained at all times thereafter.

Reason: In order to protect the amenities of future residents in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

18 Demolition or construction works shall not take place outside 07:30hours to 18:00hours Mondays to Fridays and 08:00hours to 13:00hours on Saturdays nor at any time on Sundays or Bank Holidays.

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character the area in accordance with policies Policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

19 A landscape management plan, including long term design objectives, management responsibilities and maintenance schedules for all landscape areas, shall be submitted to and approved by the local planning authority prior to the occupation of the development. The landscape management plan shall be carried out as approved.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy DPD1 and Policy DM1 of the Development Management DPD 2015.

20 No construction works above the level of the floor slab shall take place until details of the proposed Photovoltaic cells set out in the submitted Energy and Sustainability Statement by Fusion 13 have been submitted to and approved in writing by the Local Planning Authority. The scheme as approved shall be implemented and brought into use on first occupation of the development.

Reason: To ensure the development maximises the use of renewable and recycled energy, water and other resources, in accordance with Policy KP2 of the Core Strategy DPD1 and Policy DM2 of the Development Management DPD 2015.

21 Prior to the installation of any shopfront, the details of the design, materials, glazing, doors, shutters, signage and lighting shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details and retained thereafter.

Reason: In order to protect the character and visual amenities of the area in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policy DM1 of the Development Management DPD 2015.

22 Notwithstanding the provisions of the Town and Country Planning (Control of Advertisements) Regulations 2007, or any order revoking and re-enacting that Order with or without modification, no advertisement shall be displayed on the building without the prior written consent of the Local Planning Authority.

Reason: In the interest of the visual amenities of the area in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policy DM1 and DM13 of the Development Management DPD 2015.

23 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (or any order revoking, re-enacting or modifying that Order), no structures such as canopies, fences, loggias, trellises or satellite or radio antennae shall be installed within the development or on the buildings unless otherwise agreed in writing by the Local Planning Authority.

Reason: In order to protect the character and visual amenities of the development and surrounding area in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policy DM1 of the Development Management DPD 2015.

24 The commercial floorspace hereby approved shall be used for A1 retail only and for no other purpose including any within Classes A, C3 or D1 of the Town and Country Planning (Use Classes) Order 1987 as amended (or any statutory modification or re-enactment or replacement thereof (as the case may be) for the time being in force).

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character and amenities of the area in accordance with Policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

25 No demolition shall take place until a Method statement (including details for protection of existing trees) and no works above the level of the floor slab shall take place until details of the Method Statements in relation to, Tree Protection and Tree Works have been submitted to approved by the Local Planning Authority and the development shall be carried in accordance with the approved details unless otherwise agreed in writing by the Local Planning Authority.

Reason In the interests of amenity, to protect existing trees and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy DPD1 Policy DM1 of the Development Management DPD 2015

26 No construction works above the level of the floor slab shall take place until details of the new accesses, removal of the existing redundant crossovers and street furniture, loading bays, on street car parking spaces and public realm improvements (new street furniture and paving to the front of the site) as shown on plan ref 200 P4 have been submitted to Southend Borough Council (as local planning authority and highway authority) and the Council has approved in writing a full scheme of works and the relevant highways approvals are in place. The development shall be carried out in accordance with the approved details and retained thereafter.

Reason: In the interests of sustainability, accessibility, highways management, efficiency and safety in accordance DPD1 (Core Strategy) 2007 policy KP2, KP3 and CP3, Policy DM1 and DM15 of the Development Management DPD 2015.

Informatives

01 The applicant is reminded that this permission does not bestow compliance with other regulatory frameworks. In particular your attention is drawn to the statutory nuisance provisions within the Environmental Protection Act 1990 (as amended) and also to the relevant sections of the Control of Pollution Act 1974. The provisions apply to the construction phase and not solely to the operation of the completed development. Contact 01702 215005 for more information.

02 For further guidance on the control of odour and noise from ventilation systems you are advised to have regard to – Guidance on the Control of Odour

and Noise from Commercial Kitchen Exhaust Systems published by DEFRA. This can be downloaded free from www.DEFRA.Gov.UK

03 The applicant is reminded that this permission does not bestow compliance with the Licensing Act 2003. Applicants should contact the Council's Licensing Team for more advice on 01702 215005.

04 Anglian Water has assets close to or crossing this site or there are assets subject to an adoption agreement. Therefore the site layout should take this into account and accommodate those assets within either prospectively adoptable highways or public open space. If this is not practicable then the sewers will need to be diverted at the developers cost under Section 185 of the Water Industry Act 1991. or, in the case of apparatus under an adoption agreement, liaise with the owners of the apparatus. It should be noted that the diversion works should normally be completed before development can commence.

05 An application to discharge trade effluent must be made to Anglian Water and must have been obtained before any discharge of trade effluent can be made to the public sewer. Anglian Water recommends that petrol / oil interceptors be fitted in all car parking/washing/repair facilities. Failure to enforce the effective use of such facilities could result in pollution of the local watercourse and may constitute an offence. Anglian Water also recommends the installation of a properly maintained fat traps on all catering establishments. Failure to do so may result in this and other properties suffering blocked drains, sewage flooding and consequential environmental and amenity impact and may also constitute an offence under section 111 of the Water Industry Act 1991.

06 There is clear evidence that the installation of Automatic Water Suppression Systems (AWSS) can be effective in the rapid suppression of fires. Essex County Fire and Rescue Service (ECFRS) therefore uses every occasion to urge building owners and developers to consider the installation of AWSS. ECFRS are ideally placed to promote a better understanding of how fire protection measures can reduce the risk of life, business continuity and limit the impact of fire on the environment and local economy. Even where not required under Building Regulation's guidance, ECFRS would strongly recommend a risk base approach to the inclusion of AWSS, which can substantially reduce the risk to life and of property loss. We would also encourage developers to use them to allow design freedom, where it can be demonstrated that there is an equivalent level of safety and that the functional requirements of the regulations are met.

07 The applicant is reminded that additional water supplies for fire fighting may be necessary for this development. The applicant is urged to contact the Water Technical Officer at Service Headquarters tel 01376 576342

08 Please note that the proposed development subject of this application is liable for a charge under the Community Infrastructure Levy Regulations 2010 (as amended). Enclosed with this decision notice is a CIL Liability Notice for the applicant's attention and any other person who has an interest in the land. This contains details of the chargeable amount and how to claim exemption or relief if appropriate. There are further details on this process on the Council's website at www.southend.gov.uk/cil.

09 In relation to Condition 26; you are advised to contact Highways Engineer – Martin Warren; (Tel: 01702 215003) to discuss the requisite Highways Licence/Agreements under the Highways Act 1980. You are advised that a Highways Licence/Agreement needs to be in place before any works are carried out to the public highway and any works to public transport infrastructure (e.g. bus stops) will need to be carried out by a Council approved contractor.

(c) In the event that the planning obligation referred to in part (a) above has not been completed by 22nd December 2016 the Head of planning and Transport or Group Manager (Planning & Building Control) be authorised to refuse planning permission for the application on the grounds that the development will not :- i) provide for improvements to the public highway and the public realm within the vicinity of the site; ii) provide an effective means of enforcing/delivering a Travel Plan; iii) provide for a satisfactory provision of public art and iv) provide for a satisfactory method of servicing the development vi) provide for affordable housing. As such, the proposal would not make a satisfactory contribution towards the quality of the built environment within the vicinity of the site, would increase traffic congestion and be to the detriment of highway safety and is likely to place increased pressure on public services and infrastructure to the detriment of the general amenities of the area, contrary to Policies KP2, KP3, CP3, CP4 and CP6 of the Core Strategy, Policies DM1, DM3, DM7, and DM15 of the Development Management DPD 2015.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

- 532 16/01765/FULM - Cecil Jones Academy, Eastern Avenue, Southend-on-Sea (St Luke's Ward)**
Proposal: Site 10 temporary portacabins for use as classrooms ancillary to the main school building (Retrospective)
Applicant: Cecil Jones Academy
Agent: Portakabin Limited

Planning Permission GRANTED subject to the following condition:

01 The buildings subject of the permission shall be removed within 78 weeks of the date of this permission or on completion of the repair works to the fire damaged classrooms (whichever is sooner) and the affected playing field area reinstated to playing field use.

Reason: The application has only been made for permission for a temporary period and would be unacceptable on a permanent basis due to the loss of the playing field which is only acceptable in the particular circumstances of the application on a short term basis and should be reinstated upon completion of the main school building works.

Informatives

01 You are advised that in this instance the chargeable amount for the Community Infrastructure Levy (CIL) has been calculated as zero due to the specific nature of the use.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

- 533 16/01572/FUL - The Sarah Moore Public House, 57-59 Elm Road, Leigh-on-Sea (Leigh Ward)**
Proposal: Erect two storey roof extension comprising of six self-contained flats with balconies, relocate extraction flue, erect refuse and cycle stores and alter elevations (Amended Proposal).
Applicant: Mr M. Thornton (Stronghold Estates)
Agent: BGA Architects

DEFERRED

(Councillors D Garston and Walker took no part in the voting on this item.)

- 534 16/01831/BC3 - Bournes Green Infant School, Burlescoombe Road, Thorpe Bay, Southend-on-Sea (Southchurch Ward)**
Proposal: Erect conservatory to rear of existing after school club building.
Applicant: Bournes Green Infant School
Agent: Mr Nick Kenney

Planning Permission GRANTED subject to the following conditions:

01. The development hereby permitted shall begin not later than three years from the date of this decision.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with the following approved plans: BG/NAK/01 and Site Location plan.

Reason: To ensure that the development is carried out in accordance with provisions of the Development Plan.

03. Unless otherwise agreed in writing with the local planning authority, the development hereby permitted shall be constructed entirely of the materials that are shown on the plans hereby approved.

Reason: In the interests of visual amenity and to ensure that the appearance of the building makes a positive contribution to the character and appearance of the area. This is as set out in the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy KP2 and CP4, DPD2 (Development Management) policy DM1, and SPD1 (Design and Townscape Guide).

04. Amplified music shall not be played at any time in the development hereby permitted.

Reason: In the interests of the protection of the amenity of neighbouring residents This is as set out in the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policies KP2 and CP4 and DPD2 (Development Management Document) policy DM1.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

Informative

You are advised that as the proposed extension(s) to your property equates to less than 100sqm of new floorspace the development benefits from a Minor Development Exemption under the Community Infrastructure Levy Regulations 2010 (as amended) and as such no charge is payable. See www.southend.gov.uk/cil for further details about CIL.

- 535 16/02060/TPO - Land at Junction of Prince Avenue A127 and Rochford Road, Westcliff on Sea (St Laurence Ward)**
Proposal: Fell 38 poplar trees (Application for works to trees covered by a tree preservation order)
Applicant: Southend-on-Sea Borough Council

Mr Goodridge, a local resident, spoke as an objector to the application. Mr Brown responded on behalf of the Applicants.

DELEGATED to the Deputy Chief Executive (Place), Head of Planning and Transport or the Group Manager Development Control and Building Control to GRANT CONSENT for 16/02060/TPO following the expiration of the public consultation period subject to the following conditions:

01 The works covered by this consent must be begun not later than the expiration of two years beginning with the date of this consent.

Reason: To enable the circumstances to be reviewed at the expiration of the period if the consent has not been implemented, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) Policy KP2 and CP4, Development Management Policy DM1 and SPD1 (Design and Townscape Guide).

02 The replacement tree planting scheme shall be that shown on 'Plan for Tree Planting – Bell Walk, Prince Avenue' which shows twenty replacement trees (10 tulip trees (*Liriodendron tulipifera*) and 10 Acer trees (*Acer freemannii*) of 10-12cm 45L container size) to be planted in this area (8 on Rochford Road and 12 on Prince Avenue) within the 2016/2017 planting season unless otherwise agreed in writing with the Local Planning Authority.

Reason: In the interests of visual amenity in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) policy KP2 and CP4, Development Management Policy DM1 and SPD1 (Design and Townscape Guide).

03 The works shall be carried out in accordance with BS 3998 (2010) by a suitably qualified person.

Reason: In the interests of visual amenity in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) policy KP2 and CP4, Development Management Policy DM1 and SPD1 (Design and Townscape Guide).

04 Within 6 months of the removal of first tree hereby given consent, details of a boundary hedge to the southern and eastern boundaries with the highway shall be submitted to and approved in writing by the Local Planning Authority. The hedge shall thereafter be planted within the next planting season or other time to be first agreed in writing by the Local Planning Authority.

Reason: In the interests of general amenities in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) policy KP2 and CP4, Development Management Policy DM1 and SPD1 (Design and Townscape Guide).

Informative

01 The applicant is advised that the traffic management issues related to the proposed works will need to be agreed with the Highways Section prior to commencement.

02 It is strongly recommended that air quality of the area be monitored given that the site is located within an Air Quality Management Area (AQMA).

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

536 16/01752/FUL - Telecommunications Mast, Junction of Thorpe Esplanade and Thorpe Hall Avenue, Southend-on-Sea (Thorpe Ward)
Proposal: Remove existing tower and install 9m replacement tower with multi band antenna, associated cabinet and upgrade works (amended proposal)
Applicant: EE LTD & Hutchinson 3G UK LTD
Agent: Mr D. Hosker, WHP

Planning Permission GRANTED subject to the following conditions:

01. The development hereby permitted shall begin no later than 3 (three) years from the date of this decision.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with the approved plans: SOS022-01 Issue I, SOS022-02 Issue I, SOS022-03 Issue I, SOS022-04 Issue I, SOS022-05 Issue I.

Reason: To ensure that the development is carried out in accordance with provisions of the Development Plan.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

537 16/01469/FUL - Cambridge House, 121 Ness Road, Shoeburyness (West Shoebury Ward)

Proposal: Change of use from offices (Class B1) to six dwellinghouses (Class C3), alter front and rear elevations with balconies to rear, layout refuse, cycle storage and associated parking and amenity space to rear
Applicant: The Garrison LLP
Agent: Pomery Planning Consultants Ltd

WITHDRAWN

538 16/01693/FUL - 104 Salisbury Road, Leigh-on-Sea (West Leigh Ward)

Proposal: Demolish existing dwellinghouses at 104 - 106 Salisbury Road, erect three dwellinghouses with garages to rear and alter existing vehicular crossovers onto Salisbury Road (Amended Proposal)

Applicant: Mr D. MacDonald

Agent: Mr G. Coxall (Third Dimension Arch. Design Ltd)

Mr Colyer, a local resident, spoke as an objector to the application. Mr Coxall, the Applicant's Agent responded.

DEFERRED (PMSV)

539 16/01661/FULH - 54 Glenbervie Drive, Leigh-on-Sea (Blenheim Park Ward)

Proposal: Erect single storey side extension, hipped to gable roof extension, dormer and porch to front, extend rear dormer, form layout parking and vehicular access on to Glenbervie Drive

Applicant: Mr M. Parsons

Agent: Mr D. Perry (Stone Me! Design)

Planning Permission REFUSED for the following reason:

01 The proposed side extension, hip to gable roof extension, rear and front dormer windows would, by reason of their design, size, bulk and siting represent discordant, incongruous and overly dominant features which are detrimental to the character and appearance of the host property and the area more widely. The proposal is therefore unacceptable and contrary to the National Planning Policy Framework; Policies KP2 and CP4 of the Southend-on-Sea Core Strategy (2007); Policies DM1 and DM3 of the Southend-on-Sea Development Management Document (2015); and advice contained within the Southend-on-Sea Design and Townscape Guide (2009).

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and determining the application within a timely manner, clearly setting out the reason(s) for refusal, allowing the Applicant the opportunity to consider the harm caused and whether or not it can be remedied by a revision to the proposal. The detailed analysis is set out in a report prepared by officers. In the circumstances the proposal is not considered to be sustainable development. The Local Planning Authority is willing to discuss the best course of action and is also willing to provide pre-application advice in respect of any future application for a revised development, should the applicant wish to exercise this option in accordance with the Council's pre-application advice service.

Informative

Please note that this application would be liable for a payment under the Community Infrastructure Levy Regulations 2010 (as amended) if planning permission had been granted. Therefore if an appeal is lodged and subsequently

allowed, the CIL liability will be applied. Any revised application might also be CIL liable.

- 540 16/01760/FULH - 78 Hadleigh Road, Leigh-on-Sea (West Leigh Ward)**
Proposal: Raise roof height to form habitable accommodation in roof, dormer to rear and alterations to front, side and rear elevations (Amended Proposal)
Applicant: Mr & Mrs Hall
Agent: Knight Gratrix Architects

Mr Richardson, a local resident, spoke as an objector to the application. Mr Hall, the Applicant, responded.

DEFERRED (PMSV)

- 541 16/01772/FULH - 20 Chadwick Road, Westcliff-on-Sea (Chalkwell Ward)**
Proposal: Erect part single/part two storey rear extension with Juliette balcony to first floor, alter elevations and relocate existing outdoor swimming pool (amended proposal)
Applicant: Mr & Mrs Cachia
Agent: Mr J. Collinson, New World Designers Ltd

Planning permission REFUSED for the following reason:

01. The proposed development would cause an unacceptable sense of enclosure and loss of natural light at the rear of no. 18 Chadwick Road, contrary to the National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy and Policy DM1 of the Development Management Document.

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and determining the application within a timely manner, clearly setting out the reason(s) for refusal, allowing the Applicant the opportunity to consider the harm caused and whether or not it can be remedied by a revision to the proposal. The detailed analysis is set out in a report prepared by officers. In the circumstances the proposal is not considered to be sustainable development. The Local Planning Authority is willing to discuss the best course of action and is also willing to provide pre-application advice in respect of any future application for a revised development, should the applicant wish to exercise this option in accordance with the Council's pre-application advice service.

- 542 16/00121/UNAU_B - 30 Dawlish Drive, Leigh-on-Sea (Leigh Ward)**
Breach of Control: Without planning permission, the installation of a raised platform and external staircase to the rear.

The Committee considered a report by the Deputy Chief Executive (Place) which reported on an alleged breach of planning control.

Resolved: That ENFORCEMENT ACTION be AUTHORISED to secure the removal of the external raised platform and staircase on the grounds that the unauthorised development is detrimental to the amenities and character of the area by reason of unsightliness and its potential to enable overlooking resulting in the loss of privacy of the occupiers of adjacent residential properties and that it is

detrimental to the residential amenities of the ground floor flat by reason of its oppressive impact resulting in a loss of outlook by overshadowing the bedroom window and has the potential to afford any users views into the room contrary to the NPPF, Policies CP4 and KP2 of the Core Strategy DPD1, Policies DM1 and DM3 of the Development Management Document DPD2 and the Design & Townscape Guide.

The authorised enforcement action to include (if/as necessary) the service of an Enforcement Notice under Section 172 of the Act and the pursuance of proceedings whether by prosecution or injunction to secure compliance with the requirements of the Enforcement Notice.

When serving an Enforcement Notice the local planning authority must ensure a reasonable time for compliance. In this case the necessary remedial works would be easily achievable so a compliance period of 28 days is considered reasonable.

543 EN/16/00193/UNAU-B - Herschell House, 87 Leigh Hill, Leigh on Sea, Essex. SS9 1AR (Leigh Ward)

Breach of Control: The carrying out of various internal and external works to a listed building, operational development and engineering operations which constitute development, without the necessary planning permission and listed building consents being obtained. The removal of trees in a conservation area without serving an appropriate Section 211 notice.

The Chairman agreed that this item be considered at this meeting as an urgent additional item on the grounds that the unauthorised works have caused serious harm to heritage assets. It is considered important that prompt action is taken against these significant breaches of listed building and planning controls.

The Committee considered a report by the Deputy Chief Executive (Place) which reported on an alleged breach of planning control.

Resolved:

1. That ENFORCEMENT ACTION be AUTHORISED in respect of the breaches of planning and listed building controls identified as harmful in sections a) to g) (inclusive) of paragraph 4.9 of this report to secure their removal, making good, remediation or construction in full compliance with the terms of the planning permissions and listed building consents granted at the site in 2016 (as set out in Appendix 1 of this report) as appropriate. That ENFORCEMENT ACTION BE AUTHORISED to secure the planting of new trees of an appropriate size and species and in appropriate locations to replace the trees felled at the site without the appropriate notice being served (as identified in paragraph 4.9 h) of this report). It is considered reasonable, expedient, proportionate and in the public interest to pursue enforcement action for the reasons and in the ways set out in this report.

The authorised enforcement action to include (if and as necessary) the service of Listed Building Enforcement Notices under the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended), Planning Enforcement Notices under the Town and Country Planning Act 1990 (as amended) and Notices requiring the planting of trees to replace those removed without the service of an

appropriate notice (under Section 211 of the Town and Country Planning Act (1990) as amended) and the pursuance of proceedings whether by prosecution or injunction to secure compliance with the requirements of these Notices.

When serving a Planning or Listed Building Enforcement Notice or a Notice requiring replacement trees to be planted the Local Planning authority must ensure a reasonable time for compliance. In this case the necessary remedial works would be extensive and so a compliance period of 3 months is considered reasonable.

2. That officers be AUTHORISED to INVESTIGATE AND, WHERE THIS IS FOUND TO BE APPROPRIATE, PURSUE PROSECUTIONS for the carrying out of work, or causing works to be undertaken, to the listed building at the site without the necessary (where this work has materially affected its character as a building of special historic or architectural interest) listed building consent and the cutting down and wilful damaging of trees in a Conservation Area without the serving of the necessary notice on the Local Planning Authority.

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of People Scrutiny Committee

Date: Tuesday, 20th December, 2016

Place: Committee Room 1 - Civic Suite

9

Present: Councillor Moyies (Chair)
Councillors Nevin (Vice-Chair), Arscott, Assenheim, Borton, Butler, Endersby, D Garston, Habermel, Jones, McGlone, Mulroney*, Phillips, Stafford and Walker
L Crabb and E Lusty (co-opted members)
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillor Salter (Executive Councillor)
Councillors Davidson, Gilbert, McMahon, Ware-Lane and Willis
F Abbott, S Leftley, A Atherton and D Simon

Start/End Time: 6.00 - 8.30 pm

571 Apologies for Absence

Apologies for absence were received from Councillor Boyd (no substitute), Councillor Buckley (no substitute), Councillor Wexham (substitute Councillor Mulroney) and A Semmence (co-opted member).

572 Declarations of Interest

The following interests were declared at the meeting:-

(a) Councillor Salter – agenda item relating to Success Regime – non-pecuniary interest – husband is Consultant Surgeon at Southend Hospital and holds senior posts at the Hospital; son-in-law is GP; daughter is a doctor at Broomfield Hospital;

(b) Councillor Nevin - agenda item relating to Success Regime - non-pecuniary – 2 children work at MEHT; step sister works at Basildon Hospital; NHS employee outside area; previous employee at Southend and MEHT Hospitals;

(c) E Lusty – agenda item relating to Success Regime – non-pecuniary – husband is orthopaedic Consultant Surgeon at Southend Hospital / Wellesley Hospital;

(d) Councillor Borton - agenda item relating to Success Regime - non-pecuniary – daughter is a nurse at Rochford Hospital / employer is SEPT;

(e) Councillor Habermel - agenda item relating to Success Regime - non-pecuniary – sister is a nurse at Southend Hospital;

(f) Councillor Moyies - agenda item relating to Success Regime - non-pecuniary – member of Task & Finish Group re Shoeburyness Health Centre;

(g) Councillor Assenheim - agenda item relating to Success Regime - non-pecuniary – member of Task & Finish Group re Shoeburyness Health Centre;

(h) Councillor Mulroney - agenda item relating to Success Regime - non-pecuniary - registered at Pall Mall Surgery which was specifically mentioned.

573 Questions from Members of the Public

Councillor Salter, the Executive Councillor for Health and Adult Social Care responded to written questions from Mr Fieldhouse and Mr Traub.

574 Mid and South Essex Sustainability and Transformation Plan and Success Regime

Further to Minute 345 from the meeting held on 11th October 2016, the Chairman welcomed the following health representatives to the meeting for this item:-

- Melanie Craig, Chief Officer (NHS Southend CCG),
- Dr Neil Rothnie, Medical Director (Southend University Hospital NHS Foundation Trust),
- Andy Vowles, Programme Director (Mid & South Essex Success Regime),
- Robert Shaw, Joint Director of Acute Commissioning and Contracting (NHS Southend CCG).

The Committee considered a report from the Programme Director, Mid and South Essex Success Regime which provided an update on the progress of the Success Regime (SR) and Sustainability and Transformation Plan (STP) and also received a detailed presentation. Since the last update, there have been a number of developments, including:-

- Publication of draft STP – a summary document was attached with the papers for the meeting at Appendix 1
- Engagement undertaken and change to timescales – options appraisal process and completion of pre-consultation business case now in 2017 – service redesign will be subject to public consultation in May 2017 – will consult on options which can be delivered. Non acute elements have engagement but not formal consultation
- The 3 main elements in the plan are – focus on how can work together to help people stay well for longer; organise out of hospital / community based services and care and to build capacity; 3 hospitals in the footprint collaborative working
- locality developments – 4 localities for Southend for organising services in Southend - around supporting more resilient and sustainable primary medical services (i.e. GPs etc.), co-location of services and improved premises (e.g. Shoebury primary care centre, St Luke's primary care centre and west central area), complex care coordination service
- procurement of integrated 111 and out of hours services
- in hospital work streams, and developing options for a potential hospital reconfiguration, described in more detail in the STP summary
- financial overview and system wide oversight group to support the SR / STP, meeting monthly- pump prime increase in capacity (e.g. integrated teams)

This was followed by Q&A from the members of the Committee, covering a number of issues:-

- (a) localities based around GP hubs, community services
- (b) integration of health & social care
- (c) hospital configuration, centres of excellence, A&E & services at 3 hospitals
- (d) staff recruitment issues – hospital side, moving to group directorate model across 3 sites and the 5 CCG's will be streamlined
- (e) prevention, consultation and public engagement (interactive & inclusive)

In summary, the Chairman said that members need to see the clinical evidence base underpinning the proposals and potential models. Mr Vowles said that he will share the evidence and make results available.

Resolved:-

1. That the representatives be thanked for the informative presentation and update.
2. That the business case be shared with the Committee prior to the public consultation stage at a special meeting of the Committee.

Note:- This is a Scrutiny Function.

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet Committee

Date: Monday, 9th January, 2017
Place: Committee Room 1 - Civic Suite

10

Present: Councillor T Cox (Chair)
Councillors T Byford (Vice-Chair) and M Flewitt

In Attendance: Councillors B Arscott, M Assenheim, S Ayles, M Borton, S Buckley, M Butler, T Callaghan, D Garston, J Garston, S Habermel, J Lamb, C Mulroney, M Terry, J Ware-Lane and R Woodley
P Geraghty, Z Ali, C Hindle-Terry and T Row

Start/End Time: 6.00 - 9.10 pm

575 Apologies for Absence

There were no apologies for absence.

576 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Assenheim – Agenda Item No. 4 (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Member of the Patients Forum of the Doctor’s Surgery in Tyrone Road;

(b) Councillor Ayles – Agenda Item No. 5 – (Requests for New or Amended Traffic Regulation Orders – Belfairs Park Drive) – Non-pecuniary interest: Friends live in the street;

(c) Councillor Byford – Agenda Item No. 4 – (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Member of Parliament for the Rochford and Southend East Constituency lives in Tyrone Road and is known to him;

(d) Councillor Callaghan – Agenda Item No. 6 (Petition for Action on Excessive Speeds, Wells Avenue) – Non-pecuniary interest: Brother Lives in the road;

(e) Councillor Cox – Agenda Item No. 4 – (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Member of Parliament for the Rochford and Southend East Constituency lives in Tyrone Road and is known to him;

(f) Councillor D Garston – Agenda Item No. 4 (Objections to Traffic Regulation Orders – Salisbury Road) – Non-pecuniary interest: Family member lives in the street;

(g) Councillor D Garston – Agenda Item No. 5 – (Requests for New or Amended Traffic Regulation Orders – Westcliff Parade) – Non-pecuniary interest: Family member lives nearby;

(h) Councillor D Garston – Agenda Item No. 8 – (Petition for One-Way Traffic Flow, Westcliff Parade) – Non-pecuniary interest: Family member lives nearby;

(i) Councillor J Garston – Agenda Item No. 4 (Objections to Traffic Regulation Orders – Salisbury Road) – Non-pecuniary interest: Family member lives in the street;

(j) Councillor J Garston – Agenda Item No. 5 – (Requests for New or Amended Traffic Regulation Orders – Westcliff Parade) – Non-pecuniary interest: Lives nearby;

(k) Councillor J Garston – Agenda Item No. 8 – (Petition for One-Way Traffic Flow, Westcliff Parade) – Non-pecuniary interest: Lives nearby;

(l) Councillor Terry – Agenda Item No. 4 – (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Residents in the streets are known to him;

(m) Councillor Terry – Agenda Item No. 11 – (Petition Requesting Permit Parking Controls, Roots Hall Avenue) – Non-pecuniary interest: Season Ticket Holder at Southend United FC;

(n) Councillor Woodley – Agenda Item No. 4 – (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Lives in Tyrone Road.

577 Minutes of the Meeting held on Thursday 3rd November 2016

Resolved:-

That the Minutes of the Meeting held on Thursday, 3rd November 2016 be received, confirmed as a correct record and signed.

578 Objections to Traffic Regulation Orders - Various Locations

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of the representations that had been received in response to the statutory consultation for proposed Traffic Regulation Orders in respect of various proposals within the Borough.

The Cabinet Committee also had before it a supplementary report which informed Members of the representations that had been received in respect of some additional statutory notices for proposed traffic regulation orders that had recently been published. The deadline for representations to these proposals had closed after the publication of the Agenda. The Chairman agreed that these items be considered at this meeting as urgent additional items to enable the matters to be determined before the end of the financial year. A copy of the supplementary report was circulated at the meeting.

The reports sought the Cabinet Committee's approval on the way forward in respect of all of these proposals, after having considered the views of the Traffic & Parking Working Party the Traffic & Parking Working Party following consideration of all the representations that had been received in writing and at the meeting.

Resolved:

1. That, subject to the exclusion of the proposals relating to Tyrone Road and Fermoy Road, the Deputy Chief Executive (Place) be authorised to confirm The Southend-on-Sea Borough Council (Various Roads) (Stopping, Waiting, Loading and Unloading Prohibitions and Restrictions, Parking Places and Permit Parking Zones)(Consolidation) Order 2016 (Amendment No. 2) Order 2016 as advertised and the order be sealed accordingly.

2. That the proposed amendment of the waiting restrictions from 2.00 p.m. – 3.00 p.m. Mondays to Fridays to 11.00 a.m. to noon Mondays to Fridays in Tyrone Road and Fermoy Road be not progressed.

3. That The Southend-on-Sea Borough Council (Various Roads) (Stopping, Waiting, Loading and Unloading Prohibitions and Restrictions, Parking Places and Permit Parking Zones)(Consolidation) Order 2016 (Amendment No. 1) Order 2016 be confirmed, subject to the deletions form the Order set out below, and sealed accordingly

(i) Introduction of “No Waiting At Any Time” parking restrictions on the following lengths of Western Road:

South Side – Outside No. 48 Western Road
South Side – Outside Nos 118 and 120 Western Road.

(ii) Revocations – No Waiting at any time in Western Road Item Nos. 109669 and 109616

4. That the Deputy Chief Executive (Place) be authorised to confirm The Southend-on-Sea Borough Council (Various Roads) (Consolidation of Moving Traffic and Speed Limit) Order 2006 (as amended) (Amendment No 2) Order 2016 as advertised and that the order be sealed accordingly.

Reason for Decision

The proposals aim to improve the operation of the existing parking controls to contribute to highway safety and to reduce congestion.

Other Options

Do nothing - highway safety could be compromised and congestion could increase.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee:
Executive Councillor: Councillor Cox

579 Requests for New or Amended Traffic Regulation Orders

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that sought Members' approval to authorise the advertisement of the amendments and/or new waiting restrictions at the locations indicated in Appendix 1 to the report, in accordance with the statutory processes and, subject to there being no objections received following statutory advertisement, to arrange for the relevant orders to be sealed and implement the proposals.

The Cabinet Committee also had before it a supplementary report which updated Members on the request for the removal of the seasonal restrictions in Walton Road and Clieveden Road following the discussion of this matter at the last meeting (Minute 423 refers). The Chairman agreed that these items be considered at this meeting as urgent additional items to enable the matters to be determined before the end of the financial year. A copy of the supplementary report was circulated at the meeting.

Having considered the views of the Traffic & Parking Working Party it was:-

Resolved:

1. That officers be requested to prepare detailed proposals for a pedestrian crossing in Western Esplanade between the Casino and the junction with Shorefield Road for consideration.
2. That the Deputy Chief Executive (Place) be authorised to publish the relevant statutory notice and undertake the necessary consultation for a traffic regulation order to extend the existing permit parking controls around the Cliffs Pavilion area to include the section of Westcliff Parade between Westcliff Avenue, Wilson Road, Westcliff Parade and Cambridge Road and, subject to there being no objections received following statutory advertisement, to arrange for the order to be sealed.
3. That the current seasonal restrictions in Clieveden Road and Walton Road remain unchanged.

Reason for Decision

Where recommended the objective is to mitigate for likelihood of traffic flows being impeded, to improve safety or increase parking availability.

Other Options

Each request needs to be considered on its individual merits and their impact on public safety, traffic flows or parking and wider impact on the surrounding network. Members may consider taking no further action if they feel it is appropriate

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

580 Petition for Action on Excessive Speeds, Wells Avenue

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of a petition from residents of Wells Avenue requesting action on excessive speeds of vehicles travelling in the road. Having considered the views of the Traffic & Parking Working Party it was:-

Resolved:

1. That the petitioner be thanked for taking the time to compile the petition.
2. That the situation be monitored and a further survey be undertaken in March/April, the dates for which be agreed in consultation with the Ward Councillors.

Reason for Decision

To reflect the low incidence of excessive speeds evidenced.

Other Options

Future proposals may result in area wide speed reductions, but at this time, enforcement action is an appropriate option.

Do nothing – Road safety could be compromised.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee:
Executive Councillor: Councillor Cox

581 Request for Waiting Restrictions - Belfairs Park Drive

The Cabinet Committee received a report of the Deputy Chief Executive (Place) concerning a request for waiting restrictions to be implemented in Belfairs Park Drive. Having considered the views of the Traffic & Parking Working Party it was:-

Resolved:

That the Deputy Chief Executive be requested to publish the statutory notices and undertake the necessary consultation for the relevant traffic regulation order to introduce part week limited waiting restrictions in Belfairs Park Drive the times of which to be determined in consultation with the Ward Councillors and, subject to there being no objections received following statutory advertisement, to arrange for the orders to be sealed and the proposals implemented.

Reason for Decision

To reflect the request from residents

Other Options

Each request needs to be considered on its individual merits and their impact on public safety, traffic flows or parking and wider impact on the surrounding network. Members may consider taking no further action if they feel it is appropriate.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

582 Petition for One-Way Traffic Flow, Westcliff Parade

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of a petition comprising 131 signatures requesting the traffic flow of Westcliff Parade be amended to one-way. Having considered the views of the Traffic & Parking Working Party it was:

Resolved:

1. That the petitioner be thanked for taking the time to compile the petition.
2. That the Deputy Chief Executive (Place) be authorised to publish the statutory notices and undertake the necessary consultation for the relevant traffic regulation order to amend the traffic flow in the section of Western Parade from Wilson Road to Trinity Road to one-way westwards.
3. That it be noted that due to the current workload, the proposals will not be progressed until after April 2017.

Reason for Decision

To reflect residents views while meeting the parking needs of the local community.

Other Options

There are two options. Take no action. An alternative option is to prohibit parking on one side of the road, however given the parking difficulties in the area, this is likely to negatively impact on residents.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

583 Petition for One-Way Traffic Flow, St Luke's Road

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of a survey undertaken by the Parish Church involving 18 residents of St Luke's Road. The resulting petition requested that the traffic flow be amended to one-way (Eastwards) from Bournemouth Park Road to Ely Road. Having considered the views of the Traffic & Parking Working Party it was:

Resolved:

1. That Father McClusky be thanked for taking the time to compile the petition.
2. That the Deputy Chief Executive (Place) be authorised to publish the statutory notices and undertake the necessary consultation for the relevant traffic regulation order to amend the traffic flow in the section of St Luke's Road from Bournemouth Park Road to Ely Road to one-way.
3. That it be noted that due to the current workload, the proposals will not be progressed until after April 2017.

Reason for Decision

To reflect residents views while meeting the parking needs of the local community.

Other Options

Take no action. The single recorded accident does not involve circumstances, which can be remedied by engineering measures and as such, taking no action will not compromise safety, however the proposal will reduce conflict between drivers without reducing parking availability for community activities.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

584 Petition for Removal of Waiting Restrictions, Centurion Close Shoebury

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of a petition from residents of Centurion Close requesting removal of recently introduced waiting restrictions at and around the junction of Lowry Close. Having considered the views of the Traffic & Parking Working Party it was:

Resolved:

1. That the petitioner be thanked for taking the time to compile the petition.
2. That consideration of this matter be deferred pending the outcome of the recently submitted application for planning permission in the road and that officers be requested to liaise with the officer of the local planning authority as regards any necessary traffic regulation orders, parking or other highway works that may be required.

Reason for Decision

To reflect the existing policy and practice regarding waiting restrictions around junctions and to mitigate for likelihood of traffic flows being impeded, to improve safety or increase parking availability.

Other Options

Remove the waiting restrictions. This is not recommended as the location is a junction and the restrictions provided maintain a clear area of visibility for road users.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

585 Petition Requesting Permit Parking Controls, Roots Hall Avenue

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of a petition signed by 16 residents of Roots Hall Avenue requesting Permit Parking Controls to deter non-resident parking. Having considered the views of the Traffic & Parking Working Party it was:

Resolved:

1. That the petition be noted and the residents be thanked for taking the time to compile the petition.
2. That the Deputy Chief Executive (Place) be authorised to publish the statutory notices and undertake the necessary consultation for the relevant traffic regulation order to introduce a Permit Parking Area in Roots Hall Avenue and review all existing waiting restrictions in the street. The operational hours of the parking scheme to be determined in consultation with the residents of Roots hall Avenue.
3. That in the event that no objections are received to the proposal, the Deputy Chief Executive (Place) be authorised confirm the Traffic Regulation Order and arrange for the proposals to be implemented.

Reasons for Decision

To manage parking.

Other Options

Take no further action. The Council is required to consider petitions related to parking controls and success from other permit parking style controls demonstrates that we can improve the parking situation for residents by introducing controls.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

586 Update on Petition Requesting Permit Parking Controls, Southend East

Further to Minute 253 of its meeting held on 19th September 2016, the Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of discussions between Ward Councillors for Southchurch, Thorpe and Kursaal wards to discuss a petition signed by 324 residents of the roads north of Southend East Railway Station requesting parking controls to deter all day parking by commuters. Having considered the views of the Traffic & Parking Working Party it was:

Resolved:

1. That the concerns of Ward Members regarding any proposals to introduce a Permit Parking Area in the streets detailed in Appendix 1 to the report of the Deputy Chief Executive (Place) be noted.
2. That no further action is to be taken in respect of the proposals to introduce a Permit Parking Area in the streets detailed in Appendix 1 to this report Deputy Chief Executive (Place).
3. That the proposals for hardening parts of the verge in Riviera Drive be progressed.
4. That a report be prepared for Members' consideration on sustainable materials including details of costs and implications.

Reasons for Decision

To reflect Members views on the impact to the wider area of a Permit Parking Area being introduced in the area shown in Appendix 1 to the report.

Other Options

Introduce the Permit Parking Area. While this is an option, support for similar controls in the wider area is unlikely leading to the parking issue being moved elsewhere rather than resolved.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

587 Petition Requesting Pedestrian Crossing, Waiting Restrictions and a School Crossing Patrol, Darlinghurst Grove Leigh on Sea - Information Item

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of a petition signed by school users requesting a pedestrian crossing facility, waiting restrictions and a school crossing patrol to be provided in Darlinghurst Grove. Having considered the views of the Traffic & Parking Working Party it was:

Resolved:

That the petition be noted and that officers assess the location and provide a report of the findings to the Traffic & Parking Working Party and Cabinet Committee.

Reason for Decision

To meet the needs of the local community while ensuring highway safety and flow of traffic.

Other Options

Do nothing – the assessment of this location for the measures will identify if the implementation of any proposals meet the relevant criteria and are appropriate.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

588 Petition for Maintenance Works, Ashleigh Drive Leigh on Sea

The Cabinet Committee received a report of the Deputy Chief Executive (Place) that appraised Members of a petition from residents of Ashleigh Drive highlighting the state of footways and carriageways and requesting that the Council rectify this as soon as possible. Having considered the views of the Traffic & Parking Working Party it was:

Resolved:

1. That the petitioner be thanked for compiling the petition.
2. That no further action be taken at this time for the reasons detailed in the report.

Reason for Decision

To reflect the existing practice of a need based work programme.

Other Options

Resurface the carriageway and footways. Resurfacing and major works are planned under a forward programme. Inclusion in the programme is based on the need for repairs and prioritised according to the condition and to include Ashleigh Drive in the programme prior to that planned will result in planned works for a road with more serious defects being delayed. Budgets are limited and need based prioritisation is a fair and consistent manner by which to manage the required works within these budgets.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

589 Number of Residential Parking Permits Allowed Per Household

The Cabinet Committee considered the decision of the Traffic & Parking Working Party regarding the Council's policy relating to the number of residential parking permits household were allowed to purchase. This item had been requested by Councillor Ware-Lane in accordance with Council Procedure Rule 35.1 (d).

Resolved:

That officer prepare a report for consideration by the Traffic & Parking Working Party and Cabinet Committee to include details of the number of permits for residents in town centre, access to parking the town for residents, businesses, shoppers and visitors and parking charges, to help inform the development of a Parking Strategy for the Borough.

Reason for Decision

To help inform the development of a parking strategy.

Other Options

Do nothing or allow more permits to be issued – Parking space is limited in the town centre and the development of a parking strategy will ensure a robust and informed decision on parking matters.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Cox

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 10th January, 2017
Place: Committee Room 1 - Civic Suite

11

Present: Councillor J Lamb (Chair)
Councillors A Holland (Vice-Chair), T Byford, J Courtenay, T Cox,
M Flewitt, A Moring and L Salter

In Attendance: Councillors M Assenheim and C Mulrone
R Tinlin, J Williams, J Chesterton, J Ruffle, A Lewis, S Leftley, A
Atherton, C Gamble, E Cooney, S Dolling and A Keating

Start/End Time: 2.00 - 2.45 pm

590 Apologies for Absence

There were no apologies for absence.

591 Minutes of the Meeting held on 8th November 2016

Resolved:-

That the Minutes of the Meeting held on 8th November 2016 be confirmed as a correct record and signed.

592 Declarations of Interest

Cllr Cox – Development & Expansion of National Jazz Archive – Beecroft – Person named in report is a work colleague – disclosable non-pecuniary interest – withdrew

593 Notice of Motion - York Road

At the meeting of Council held on 15th December 2016, Members received the following Notice of Motion in relation to the possible compulsory purchase of properties in York Road as a means of addressing anti-social activities in the area. The Motion was proposed by Councillor Assenheim and seconded by Councillor Terry (this had been referred to Cabinet in accordance with standing order 8.4).

Resolved:-

1. That it be noted that compulsory purchase order action is not an appropriate procedure to address the problems in York Road.
2. That it also be noted that any criminal and anti-social issues in York road should be addressed under the criminal law and the remedies available under the Anti-social Behaviour Crime and Policing Act 2014.
3. That the situation in relation to York Road be kept under review

Reason for Decision

To respond to the Notice of Motion

Other Options

None

Note:- This is an Executive Function.

Referred direct to Policy and Resources Scrutiny Committee.

Executive Councillor :- Flewitt

594 Notice of Motion - State Pension Arrangements for 1950s Women

At the meeting of Council held on 15th December 2016, Members received a Notice of Motion proposing that “the Council calls upon the Government to make fair transitional state pension arrangements for all women born on or after 6th April 1951, who have unfairly borne the burden of the increase to the State Pension Age (SPA) with lack of appropriate notification.” The Motion was proposed by Councillor Ware-Lane and seconded by Councillor McDonald (this had been referred to Cabinet in accordance with standing order 8.4).

Resolved:-

That the motion be adopted.

Reason for Decision

To respond to the Notice of Motion

Other Options

None

Note:- This is an Executive Function.

Referred direct to Policy and Resources Scrutiny Committee.

Executive Councillor :- Moring

595 Notice of Motion - Affordable Housing & Viability Issues

At the last meeting of the Council held on 15th December 2016, Members received a Notice of Motion in relation to the provision of affordable housing through section 106 agreements. This was proposed by Councillor Mulroney and seconded by Councillor Gilbert (this had been referred to Cabinet in accordance with standing order 8.4).

Resolved:-

1. That it be noted that, considering the Government’s approach to encouraging significant levels of new house building, it is highly unlikely that it will remove the relevant sections of National Planning Policy Framework and the National Planning Practice Guidance.

2. That it further be noted that, since the adoption of the Interim Affordable Housing Policy, (by Council 20th October 2016), the Council is better placed to ensure equitable off-site contributions are made. However, the effectiveness of the Policy would be monitored.

Note:- This is an Executive Function.
Referred direct to Place Scrutiny Committee.
Executive Councillor :- Flewitt

596 Monthly Performance Report

Resolved:-

That the submitted report be noted.

Note:- This is an Executive Function.
Referred direct to all three Scrutiny Committees.
Executive Councillor:- As appropriate to the item.

597 Council Debt Position - 30th November 2016

The Cabinet considered a report of the Chief Executive informing Members of the current outstanding debt to the Council as at 30th November 2016 and debts that had been, or are recommended for write-off.

Resolved:-

1. That the current outstanding debt position as at 30th November 2016 and the position of debts written off to 30th November 2016, as set out in Appendices A and B to the submitted report, be noted.
2. That the write-offs as set out in Appendix B to the report, be approved.

Reason for Decision

All reasonable steps to recover the debt have been taken, and therefore where write-off is recommended it is the only course of action available. If the Council wishes to pursue debts for bankruptcy proceedings, it will follow the agreed and published recovery policy that covers this.

Other Options

None

Note:- This is an Executive Function
Referred direct to Policy & Resources Scrutiny Committee
Executive Councillor:- Moring

598 Annual Report on Safeguarding Children & Adults

The Cabinet considered a report of the Deputy Chief Executive (People) on the annual assurance assessment in respect of the Council's responsibilities for safeguarding children and vulnerable adults in Southend.

Resolved:-

That the report be noted and that the actions detailed in paragraph 3.9 of the submitted report, be approved.

Reason for Decision

To keep the Council informed of the position in respect of safeguarding children and adults in Southend.

Other Options

None

Note:- This is an Executive Function
Referred direct to People Scrutiny Committee
Executive Councillors:- Courtenay and Salter

599 Adoption Service Annual Report

The Cabinet considered a report of the Deputy Chief Executive (People) on the activities of the Adoption Service for the period January – December 2016 and, set out for approval, the updated Statement of Purpose.

On behalf of the Cabinet, the Leader of the Council asked that the appreciation of Members be conveyed to the relevant officers in recognition of the achievements of the Team and their sterling work.

Resolved:-

1. That the Annual Report, as set out in Appendix 1 to the submitted report, be noted.
2. That the updated Statement of Purpose, as set out in Appendix 2 to the report, be approved.

Reason for Decision

To comply with the statutory requirements.

Other Options

None

Note:- This is an Executive Function
Referred direct to People Scrutiny Committee
Executive Councillor:- Courtenay

600 Fostering Service Annual Report

The Cabinet considered a report of the Deputy Chief Executive (People) presenting the Fostering Service Annual report and the updated Statement of Purpose.

On consideration of the report, the Leader of the Council referred to the excellent work undertaken by the Team and thanked the relevant officers for their efforts.

Resolved:-

That the Annual Report, as set out in Appendix 1 to the submitted report, and Statement of Purpose at Appendix 2 to the report, be approved.

Reason for Decision

The Fostering Statement of Purpose outlines the Fostering Service core services. The annual report outlines the activities undertaken by the Southend Fostering Service during 2016 and the outcomes and impact of the service.

Other Options

None

Note:- This is an Executive Function
Referred direct to People Scrutiny Committee
Executive Councillor:- Courtenay

601 General Market Provision

The Cabinet considered a report of the Deputy Chief Executive (Place) providing an update on the Thursday General Market in the High Street following three years of trading and set out the options for the future management of the market.

Resolved:-

That the management of the market be outsourced to an experienced market operator, external to the Council, on a three year contract with an option for a further two years.

Reason for Decision

The preferred option to outsource the market (option 1) would result in the general market having the benefit of industry expertise and contacts as well as the ability to grow. It would also have the benefit of releasing up officer time to focus on other activity.

Other Options

As set out in the submitted report

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor:- Holland

602 Development & Expansion of National Jazz Archive - Beecroft

The Cabinet considered a report of the Deputy Chief Executive (Place) informing Members of the proposal for Jazz Centre (UK) to develop and expand its programme to take over areas of the lower ground floor of the Beecroft Centre, Victoria Avenue.

Resolved:-

1. That, in principle, the Jazz Centre (UK) proposal to extend its presence beyond the current single room on the Lower Ground Floor of the Beecroft Centre, be approved.
2. That the Deputy Chief Executive (Place), in consultation with the Portfolio Holder for Culture, Tourism and the Economy, be authorised to approve the terms of a lease, based on the terms negotiated and recommended by Asset Management.

3. That the future aspirations of Jazz Centre UK to further develop a Jazz Club for Southend into a regular performance space subject to future self-funding and planning considerations, be noted.

Reason for Decision

1. To support, in principle, the Jazz Centre UK's aspirations so it can progress fundraising and business planning.
2. To provide a new cultural facility and asset to the town for the express purpose of developing jazz in the Borough, without any capital investment required by the local authority.
3. To encourage cultural tourism to the town, with the associated social and economic benefits this could bring to the Borough.
4. To enable increased community use of an existing civic building.
5. The former Central Library has proved to be a successful site for the Beecroft Gallery, and additional investment in these facilities is important to improve the cultural offer in central Southend.

Other Options

To continue with the current arrangement and lose the opportunity of improving the cultural offer in Southend.

Note:- This is an Executive Function
Referred direct to Place Scrutiny Committee
Executive Councillor:- Holland

603 Ballot for Business Improvement District (BID) Renewal

The Cabinet considered a report of the Deputy Chief Executive (Place) providing an update on the success of the Southend Business Improvement District (BID) since its launch in April 2013, and the requirements in relation to the undertaking of a renewal ballot of Southend town centre and central seafront businesses to extend the Southend BID for another five year term.

In noting the positive impact the BID had made in the town centre and seafront areas, Members acknowledged the benefits that could be derived from the establishment of BIDs in other areas of the Borough.

Resolved:-

1. That the progress and impact of the BID in Southend's town centre and central seafront area, be noted.
2. That the Deputy Chief Executive (Place), in consultation with the Executive Councillor for Culture, Tourism and the Economy, be authorised to:-
 - Consider on behalf of the Council as billing authority, whether the proposal conflicts with any formally adopted policy of the Council, and, if it does, give notice of this in accordance with the BID regulations
 - Determine whether the Council should support the BID proposal and if so, to vote yes on its behalf in the BID ballot. If a 'no' vote is proposed, this will be referred to Cabinet for further consideration

- Formally manage the ballot process in accordance with BID regulations
- That subject to a 'yes' vote at ballot by the relevant BID business community, the Council as relevant local billing authority will manage the billing and collection of the additional levy, and its transfer to the BID company. In the event of a 'no' vote, the costs of the ballot be recovered from the BID Company as per the BID regulations.
- Review and update the Operating Agreement, as required, that details the billing, collection and enforcement provisions as well as the arrangements for transmitting the BID receipts to the BID in consultation with the Director of Finance and Resources.
- Enter into a revised service level agreement with the BID company regarding the operation of the BID and delivery of Council requirements and baselines.

Reason for Decision

1. The Southend BID company has leveraged funding from businesses in the BID area which wouldn't otherwise have been available to invest in the town. Paragraph 3.4 to the submitted report provides an overview of the impact the BID has made in the town centre and central seafront area funded through the levy and additional contributions. These interventions and value adding activities have been to the benefit of the town and could not have been delivered under the previous Town Centre Partnership/Management arrangement.
2. A second term is subject to a positive outcome from the business ballot and therefore the decision to progress is one that is led by the business community to meet their needs and is recognised as good practice by Government.

Other Options

None

Note:- This is an Executive Function
 Referred direct to Place Scrutiny Committee
 Executive Councillor:- Holland

604 Minutes of the Performance Related Pay Panel held 13th December 2016

The Cabinet considered the recommendations of the Performance Related Pay Panel on Senior Managers pay.

Resolved:-

1. That Senior Manager pay ranges move to a 'spot' salary as detailed in appendix 1 to the submitted report to the Pay Panel.
2. That the principles of the Council's PRP Scheme be maintained and that the scheme be amended in line with 1 above. The revised scheme will continue to ensure that the performance of Senior Managers against agreed objectives will be monitored and assessed through an annual appraisal cycle.

3. That the changes be incorporated in the Council's Pay Policy Statement for 2017/18 and are therefore effective from 1st April 2017.

Note:- This is an Executive Function
Referred direct to Policy and Resources Scrutiny Committee
Executive Councillor:- Lamb

605 Standing Order 46

Resolved:-

That the submitted report be noted.

Note:- This is an Executive Function
Referred direct to the relevant Scrutiny Committees as appropriate to the item
Executive Councillor:- As appropriate to the item

606 Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below, on the grounds that they would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

607 Standing Order 46 - Confidential Sheet

Resolved:-

That the submitted report be noted.

Note:- This is an Executive Function
Referred direct to the relevant Scrutiny Committee
Executive Councillor:- As appropriate to the item

608 Establishing a Special Purpose Vehicle with South Essex College

The Cabinet considered a report of the Deputy Chief Executive (Place) on the above.

Recommended:-

That the recommendations in the submitted report, be approved. ||

Reason for Decision

As set out in the submitted report

Other Options

As set out in the submitted report

Note:- This is a Council Function
Referred direct to Policy and Resources Scrutiny Committee
Executive Councillor:- Lamb

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Development Control Committee

Date: Wednesday, 11th January, 2017

Place: Committee Room 1 - Civic Suite

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- Present:** Councillor F Waterworth (Chair)
Councillors D Garston (Vice-Chair), B Arscott, M Assenheim,
B Ayling, M Borton, M Butler, T Callaghan, F Evans, N Folkard,
J Garston, S Habermel*, A Jones, C Mulrone, D Norman MBE,
P Van Looy and C Walker
(*Substitute in accordance with Council Procedure Rule 31.)
- In Attendance:** J K Williams, P Geraghty, C Galforg, M Warren, I Harrison, K Walters
and T Row
- Start/End Time:** 2.00 p.m. - 4.10 p.m.

609 Apologies for Absence

Apologies for absence were received from Councillor Hadley (Substitute: Councillor Habermel).

610 Declarations of Interest

The following interests were declared at the meeting:

- (a) Councillor Arscott – Agenda Item No. 8 – 16/01773/FUL – 19 Kings Road, Westcliff-on-Sea, Essex, SS0 8LL – Non-pecuniary interest: Applicant is a co-opted Member of the Council’s People Scrutiny Committee;
- (b) Councillor Assenheim – Agenda Item No. 8 – 16/01773/FUL – 19 Kings Road, Westcliff-on-Sea, Essex, SS0 8LL – Non-pecuniary interest: Applicant is a co-opted Member of the Council’s People Scrutiny Committee;
- (c) Councillor Borton – Agenda Item No. 8 – 16/01773/FUL – 19 Kings Road, Westcliff-on-Sea, Essex, SS0 8LL – Non-pecuniary interest: Applicant is a co-opted Member of the Council’s People Scrutiny Committee;
- (d) Councillor Butler – Agenda Item No. 8 – 16/01773/FUL – 19 Kings Road, Westcliff-on-Sea, Essex, SS0 8LL – Non-pecuniary interest: Applicant is a co-opted Member of the Council’s People Scrutiny Committee;
- (e) Councillor Evans – Agenda Item No. 5 – 16/01693/FUL – 104 Salisbury Road, Leigh-on-Sea, Essex SS9 2JN – Non-pecuniary interest: Governor at St. Michael’s School which is attended by the applicant’s children;
- (f) Councillor Evans – Agenda Item No. 9 – 16/02040/FULH – 43 Theobalds Road, Leigh-on-Sea – Non-pecuniary interest: Owns a property in the road;

- (g) Councillor D Garston – Agenda Item No. 8 – 16/01773/FUL – 19 Kings Road, Westcliff-on-Sea, Essex, SS0 8LL – Non-pecuniary interest: Applicant is a co-opted Member of the Council’s People Scrutiny Committee;
- (h) Councillor Habermel – Agenda Item No. 8 – 16/01773/FUL – 19 Kings Road, Westcliff-on-Sea, Essex, SS0 8LL – Non-pecuniary interest: Applicant is a co-opted Member of the Council’s People Scrutiny Committee;
- (i) Councillor Habermel – Agenda Item No. 13 – 16/00189/UNAU_B – 96 The Ridgeway, Westcliff-on-Sea – Non-pecuniary interest: Lives in the vicinity of the restaurant;
- (j) Councillor Jones – Agenda Item No. 8 – 16/01773/FUL – 19 Kings Road, Westcliff-on-Sea, Essex, SS0 8LL – Non-pecuniary interest: Applicant is a co-opted Member of the Council’s People Scrutiny Committee;
- (k) Councillor Mulroney – Agenda Item No. 5 – 16/01693/FUL – 104 Salisbury Road, Leigh-on-Sea, Essex SS9 2JN – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
- (l) Councillor Mulroney – Agenda Item No. 7 – 16/01760/FULH - 78 Hadleigh Road, Leigh-on-Sea - – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
- (m) Councillor Mulroney – Agenda Item No. 9 – 16/02040/FULH – 43 Theobalds Road, Leigh-on-Sea – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
- (n) Councillor Mulroney – Agenda Item No. 10 – 16/01572/FUL – The Sarah Moore Public House, 57 - 59 Elm Road, Leigh-on-Sea – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
- (o) Councillor Mulroney – Agenda Item No. 11 – 16/02097/AMDT - 50 Vernon Road, Leigh-on-Sea – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);
- (p) Councillor Mulroney – Agenda Item No. 12 – 16/02036/FULH - The Old Coach House, 2a Lymington Avenue, Leigh-on-Sea – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning) and resident of Southsea Avenue;
- (q) Councillor Norman MBE – Agenda Item No. 11 – 16/02097/AMDT - 50 Vernon Road, Leigh-on-Sea – Disqualify non-pecuniary interest: Lives opposite the application site (withdrew);
- (r) Councillor Van Looy – Agenda Item No. 13 – 16/00189/UNAU_B – 96 The Ridgeway, Westcliff-on-Sea – Non-pecuniary interest: Knows a person at the restaurant;
- (s) Councillor Walker – Agenda Item No. 10 – 16/01572/FUL – The Sarah Moore Public House, 57 – 59 Elm Road, Leigh-on-Sea, Essex – Non-pecuniary interest: Applicant is known to him and has spoken with him regarding the application (withdrew);

(t) Councillor Walker – Agenda Item No. 8 – 16/01773/FUL – 19 Kings Road, Westcliff-on-Sea, Essex, SS0 8LL – Non-pecuniary interest: Applicant is a co-opted Member of the Council’s People Scrutiny Committee, one of the applicant’s son is a member of the choir managed by his wife at West Leigh Junior School and another son is in the infants choir.

611 Minutes of the meeting held on Wednesday 9th November 2016

Resolved:

That the Minutes of the meeting held on Wednesday, 9th November 2016 be received, confirmed as a correct record and signed.

612 Supplementary Report

The Committee received a supplementary report by the Deputy Chief Executive (Place) that provided additional information on items referred to elsewhere on the Agenda.

**613 16/01693/FUL - 104 Salisbury Road, Leigh-on-Sea (West Leigh Ward)
Proposal: Demolish existing dwellinghouses at 104 - 106 Salisbury Road, erect three dwellinghouses with garages to rear and alter existing vehicular crossovers onto Salisbury Road (Amended Proposal)
Applicant: Mr D. MacDonald
Agent: Mr G. Coxall (Third Dimension Arch. Design Ltd)**

Mr Colyer, a local resident spoke as an objector the application. Mr Coxall, the applicant’s agent, responded.

Planning permission REFUSED for the following reason:

01. The proposed dwellings would, by reason of their elevational design, be out of context with and visually harmful to the character and appearance of the surrounding area. The proposal is therefore unacceptable and contrary to the National Planning Policy Framework, policies KP2 and CP4 of the Southend Core Strategy (2007), policies DM1 and DM3 of the Southend Development Management Document (2015) and the advice contained within the Southend Design and Townscape Guide (2009).

**614 16/01659/AMDT - 40 Westbury Road, Southend-on-Sea (St Lukes Ward)
Proposal: Application to vary condition 02 (Approved Plans) (Minor Material Amendment to planning permission 14/00198/FUL dated 21 May 2014)
Applicant: Dr Saqib Mahmud
Agent: Mr Graham Miles**

Planning permission REFUSED for the following reason:

01. The conservatory that has been erected, by virtue of its design, the materials used in its construction, its size and its relationship to the existing building, is harmful to the character and appearance of the existing building and the surrounding area more widely. The proposal is therefore unacceptable and

contrary to the National Planning Policy Framework, policies KP2 and CP4 of the Southend Core Strategy (2007), policies DM1 and DM3 of the Southend Development Management Document (2015) and the advice contained within the Southend Design and Townscape Guide (2009).

The Committee also resolved that the Deputy Chief Executive (Place), Director of Planning and Transport or Group Manager for Planning and Building Control be DELEGATED to AUTHORISE ENFORCEMENT ACTION for the removal of the unauthorised development. This is because of the harm it causes to the character and appearance of the exiting building and the area more widely, contrary to the National Planning Policy Framework, policies KP2 and CP4 of the Southend Core Strategy (2007), policies DM1 and DM3 of the Southend Development Management Document (2015) and the advice contained within the Southend Design and Townscape Guide (2009).

The authorised enforcement action to include (if/as necessary) the service of an Enforcement Notice under Section 172 of the Town and Country Planning Act 1990 and the pursuance of proceedings whether by prosecution or injunction to secure compliance with the requirements of said Notice.

When serving an Enforcement Notice the local planning authority must ensure a reasonable time for compliance. It is considered that a one month compliance period is reasonable in these circumstances.

- 615 16/01760/FULH - 78 Hadleigh Road, Leigh-on-Sea (West Leigh Ward)**
Proposal: Raise roof height to form habitable accommodation in roof, dormer to rear and alterations to front, side and rear elevations (Amended Proposal)
Applicant: Mr & Mrs Hall
Agent: Knight Gratrix Architects

Mr Richardson spoke as an objector to the application. Mr Hall, the applicant, responded.

Planning permission GRANTED subject to the following conditions:

01. The development hereby permitted shall begin not later than three years from the date of this decision.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with the following approved plans: 1043 010 E, 1043 011 D

Reason: To ensure that the development is carried out in accordance with provisions of the Development Plan

03. All new work to the outside of the building must match existing original work in terms of the choice of materials, method of construction and finished appearance. This applies unless differences are shown on the drawings hereby approved or are required by conditions to this permission.

Reason: To safeguard the visual amenities of the area, in accordance with National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy CP4, policy DM1 of Development Management Document DPD2 and SPD1 (Design and Townscape Guide).

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant, acceptable amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

Informative

You are advised that as the proposed extension(s) to your property equates to less than 100sqm of new floorspace the development benefits from a Minor Development Exemption under the Community Infrastructure Levy Regulations 2010 (as amended) and as such no charge is payable. See www.southend.gov.uk/cil for further details about CIL.

616 16/01773/FUL - 19 Kings Road, Westcliff-on-Sea (Chalkwell Ward)
Proposal: Erect treehouse in rear garden (Retrospective)
Applicant: Mrs E. Lusty

Planning permission REFUSED for the following reason:

01. The treehouse development, by virtue of its size, scale, height, design and makeshift appearance, is considered to be harmful to visual amenity and out-of-keeping with the character and appearance of the application site and the surrounding area. The proposal is therefore unacceptable and contrary to the National Planning Policy Framework (NPPF), Southend Core Strategy (2007) policies KP2 and CP4, Southend Development Management Document (2015) policies DM1 and DM3, and the advice contained with the Southend Design and Townscape Guide (2009).

02. The treehouse development, by virtue of its height and design, is considered to be harmful to residential amenity as it enables unacceptable overlooking and causes a loss of privacy at Kingholme, Drake Road and 2 Drake Road to the detriment of the amenities of the occupiers of these properties. The proposal is therefore unacceptable and contrary to the National Planning Policy Framework (NPPF), Southend Core Strategy (2007) policies KP2 and CP4, Southend Development Management Document (2015) policies DM1 and DM3, and the advice contained with the Southend Design and Townscape Guide (2009).

The Committee also resolved that the Deputy Chief Executive (Place), Director of Planning and Transport or Group Manager for Planning and Building Control be DELEGATED to AUTHORISE ENFORCEMENT ACTION for the removal of the unauthorised development. This is because of the harm it causes to the character and appearance of the site and surrounding area and the amenities

of the occupiers of neighbouring properties (by reason of overlooking and loss of privacy) contrary to the National Planning Policy Framework, Southend Core Strategy (2007) policies KP2 and CP4, Southend Development Management Document (2015) policies DM1 and DM3 and the advice contained with the Southend Design and Townscape Guide (2009).

The authorised enforcement action to include (if/as necessary) the service of an Enforcement Notice under Section 172 of the Town and Country Planning Act 1990 and the pursuance of proceedings whether by prosecution or injunction to secure compliance with the requirements of said Notice.

When serving an Enforcement Notice the local planning authority must ensure a reasonable time for compliance. It is considered that a one month compliance period is reasonable in these circumstances.

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and determining the application within a timely manner, clearly setting out the reason(s) for refusal, allowing the Applicant the opportunity to consider the harm caused and whether or not it can be remedied by a revision to the proposal. The detailed analysis is set out in a report prepared by officers. In the circumstances the proposal is not considered to be sustainable development. The Local Planning Authority is willing to discuss the best course of action and is also willing to provide pre-application advice in respect of any future application for a revised development, should the applicant wish to exercise this option in accordance with the Council's pre-application advice service.

Informative

You are advised that as the proposed extension(s) to your property equates to less than 100sqm of new floorspace the development benefits from a Minor Development Exemption under the Community Infrastructure Levy Regulations 2010 (as amended) and as such no charge is payable. See www.southend.gov.uk/cil for further details about CIL.

617 16/02040/FULH - 43 Theobalds Road, Leigh-on-Sea (West Leigh Ward)
Proposal: Erect single storey outbuilding at rear to be used as a summer house
Applicant: Mr & Mrs Webb
Agent: Knight Gratrix

Mrs Webb, a local resident, spoke as an objector to the application. Mrs Webb, the applicant, responded.

Planning permission GRANTED subject to the following conditions:

01. The development hereby permitted shall begin not later than three years from the date of this decision.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with the following approved plans: 1057/010/F

Reason: To ensure that the development is carried out in accordance with provisions of the Development Plan

03. The facing materials used in construction of the development must be in accordance with submitted details.

Reason: To safeguard the appearance of the area, in accordance with National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy CP4, policy DM1 of Development Management Document DPD2 and SPD1 (Design and Townscape Guide).

04. The outbuilding hereby permitted shall not be occupied at any time other than purposes incidental to the residential use of the dwelling known as 43 Theobalds Road.

Reason: To ensure the use of the building remains incidental to the main dwelling in accordance with policies DM1 and DM3 of the Development Management Document DPD2.

618 16/01572/FUL - The Sarah Moore Public House, 57 - 59 Elm Road, Leigh on Sea (Leigh Ward)

Proposal: Erect two storey roof extension comprising of six self-contained flats with balconies, relocate extraction flue, erect refuse and cycle stores and alter elevations (Amended Proposal).

Applicant: Mr M. Thornton (Stronghold Estates)

Agent: BGA Architects

Planning permission GRANTED subject to the following conditions:

01. The development hereby permitted shall be begun not later than 3 years beginning with the date of this permission.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with approved plans 0-001, 0-002, 0-200, 1-001, 1-002 A, 1-003, 1-050, 2-001, 2-002, and 15-001

Reason: To ensure that the development is carried out in accordance with the policies outlined in the Reason for Approval.

03. No development shall take place until samples of the materials to be used on the external elevations including walls, roof, windows, and balustrading shall be submitted to and approved in writing by the local planning authority. The works must then be carried out in accordance with the approved materials unless otherwise agreed in writing by the local planning authority.

Reason: In the interests of visual amenity and to ensure that the appearance of the building makes a positive contribution to the character and appearance of the area. This is as set out in National Planning Policy Framework, DPD1 (Core Strategy) 2007 policy KP2 and CP4, Development Management DPD Policy DM1 and SPD1 (Design and Townscape Guide).

04. The acoustic mitigation installations recommended within the submitted Noise Assessment (prepared by Sharps Redmore and dated 09/06/16) shall be installed prior to the first occupation of the flats hereby approved and retained in perpetuity.

Reason: In the interests of residential amenity for future occupants as set out in the National Planning Policy Framework, DPD1 (Core Strategy) 2007 policy KP2 and CP4, and Development Management DPD Policy DM1.

05. Prior to the commencement of the development hereby approved, full details of refuse and bicycle storage facilities at the site shall be submitted to and approved in writing by the Local Planning Authority. Subsequently, refuse and bicycle storage facilities shall be provided at the site in accordance with the approved details prior to the first occupation of any of the flats hereby approved.

Reason: In the interests of residential amenity for future occupants, the provision of adequate parking and visual amenity as set out in the National Planning Policy Framework, DPD1 (Core Strategy) 2007 policy KP2 and CP4, and Development Management DPD Policies DM1, DM8 and DM15.

06. Prior to the occupation of the flats a scheme shall be submitted to and agreed in writing by the Local Planning Authority for the construction and laying out of six parking spaces to the north of the building at the application site. The parking spaces shall be provided in accordance with the approved details and made available for use by the occupants of the flats hereby approved from the time that they are first occupied and thereafter shall be retained and used for no other purpose than to serve the flats hereby approved.

Reason: To ensure that adequate residential parking is provided at the site. In accordance with the National Planning Policy Framework, policies KP2, CP3 and CP4 of the Southend-on-Sea Core Strategy (2012), policies DM1, DM3 and DM15 of the Southend-on-Sea Development Management Document (2015) and the advice contained within the Council's Design and Townscape Guidance (SPD1).

07. Prior to the commencement of development a renewable energy assessment shall be submitted to and agreed in writing with the Council to demonstrate how at least 10% of the energy needs of the development will come from onsite renewable options (and/or decentralised renewable or low carbon energy sources). The scheme as approved shall be implemented and brought into use on first occupation of the development unless otherwise agreed in writing with the Local Planning Authority.

Reason: To minimise the environmental impact of the development through efficient use of resources and better use of sustainable and renewable resources in accordance with the National Planning Policy Framework, DPD1 (Core Strategy) policy KP2, DPD2 (Development Management) policy DM2 and SPD1 (Design and Townscape Guide).

08. Prior to occupation of the development hereby approved details of the water efficient design measures set out in Policy DM2 (iv) of the Development Management Document to limit internal water consumption to 105 litres per person per day (lpd) (110 lpd when including external water consumption), including measures of water efficient fittings, appliances and water recycling systems such as grey water and rainwater harvesting.

Reason: To minimise the environmental impact of the development through efficient use of water in accordance with the National Planning Policy Framework, DPD1 (Core Strategy) policy KP2, DPD2 (Development Management Document) policy DM2 and SPD1 (Design and Townscape Guide).

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

Informative

01. Please note that the proposed development subject of this application is liable for a charge under the Community Infrastructure Levy Regulations 2010 (as amended). Enclosed with this decision notice is a CIL Liability Notice for the applicant's attention and any other person who has an interest in the land. This contains details of the chargeable amount and how to claim exemption or relief if appropriate. There are further details on this process on the Council's website at www.southend.gov.uk/cil.

02. Please be aware that the residents of the flats will not be eligible to apply for parking permits within nearby restricted residential parking areas.

619 16/02097/AMDT - 50 Vernon Road, Leigh-on Sea (West Leigh Ward)
Proposal: Replace plan no. 30/16/A/Rev01 and 30/16/B with 1620 TP-01 to amend footprint of single storey rear projection (Application for variation of condition to planning permission 16/01126/FUL dated 14.9.2016)
Applicant: Mr & Mrs Smith
Agent: Metson Architects LTD

Planning permission GRANTED subject to the following conditions:

01. The development hereby permitted shall begin not later than three years from the date of the original permission (19.09.2016).

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with the approved plans: 1620 TP-01; 1620 BC-01-A & 1620 BC-02-A.

Reason: To ensure that the development is carried out in accordance with provisions of the Development Plan.

03. No development shall take place until samples of the materials to be used on the external elevations of the dwellings, on any screen/boundary walls, fences and gates, and on any driveway, access road, forecourt or parking area have been submitted to and approved by the Local Planning Authority. Details of the proposed boundary treatments shall be provided. The development shall only be carried out in accordance with the approved details.

Reason: To safeguard character and appearance of the area and amenities of neighbouring occupiers in accordance with Policies KP2 and CP4 of the Core Strategy, Policies DM1 and DM3 of the Development Management Document and the Design and Townscape Guide, 2009 (SPD1).

04. No development shall take place until there has been submitted to and approved by the Local Planning Authority a scheme of landscaping. This shall include details of all the existing trees and hedgerows on the site and details of any to be retained, together with measures for their protection in the course of development; details of the number, size and location of the trees and shrubs to be planted together with a planting specification, details of the management of the site, e.g. the uncompacting of the site prior to planting, the staking of trees and removal of the stakes once the trees are established; details of measures to enhance biodiversity within the site and details of the treatment of all hard and soft surfaces (including any earthworks to be carried out). The landscaping shall be implemented in accordance with the agreed details, unless otherwise first agreed in writing by the Local Planning Authority.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy, Policy DM1 of the Development Management Document and the Design and Townscape Guide, 2009.

05. All planting in the approved landscaping scheme shall be carried out within the first available planting season following the completion of the development. Any trees or shrubs dying, removed, being severely damaged or becoming seriously diseased within five years of planting shall be replaced with trees or shrubs of such size and species as may be agreed with the Local Planning Authority.

Reason: In the interests of visual amenity and to ensure a satisfactory standard of landscaping, pursuant to Policy CP4 of the Core Strategy DPD1 and Policy DM1 of the Development Management Document.

06. A scheme detailing how at least 10% of the total energy needs of the development will be supplied using on site renewable sources shall be submitted to and agreed in writing by the Local Planning Authority and implemented in full prior to the occupation of the dwellinghouses. This provision shall be made for the lifetime of the development.

Reason: In the interests of providing sustainable development in accordance with Policy KP2 of the Core Strategy, the Design and Townscape Guide (SPD1) and Development Management Document Policy DM2.

07. Prior to the first occupation of the dwellinghouse, two car parking spaces for the dwellinghouse hereby approved and for no. 50 Vernon Road shall be provided and permanently retained in accordance with the approved plans. The car parking spaces shall be permanently retained for occupants and visitors of the application site and be used for no other purpose unless otherwise agreed in writing by the Local Planning Authority.

Reason: To provide satisfactory off-street parking for the dwellinghouses, in accordance with Policy DM15 of the Development Management Document.

08. Notwithstanding conditions 02 and 07 above, prior to the first occupation of the dwellinghouse, an amended site plan shall be submitted to and agreed in writing by the Local Planning Authority which shows the size of the crossover to measure no wider than 4.8m. The development shall only be carried out in accordance with the agreed site plan.

Reason: In the interest of highway and pedestrian safety in order to overcome the concerns of the Highway Authority in accordance with Policy DM15 of the Development Management Document and the Department for Place Vehicle Crossing Policy & Application Guidance.

09. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 as amended, or any Order revoking or re-enacting that Order with or without modification, no development shall be carried out within Schedule 2, Part 1, Classes A, B, C, D or F of those Orders.

Reason: To safeguard the design and appearance of the dwellinghouses, in the interest of the standard of accommodation and to ensure that satisfactory amenity space remains for the amenities of future occupiers, in accordance with Development Management Document Policies DM1, DM3 and DM8 and the Design and Townscape Guide, 2009 (SPD1).

10. The flat roof to the dwellinghouses hereby approved shall not be used as a balcony, roof garden or similar amenity area or for any other purpose unless otherwise agreed in writing by the Local Planning Authority. The roof can however be used for the purposes of maintenance.

Reason: To protect the privacy and environment of people in neighbouring residential properties in accordance with Policy CP4 of the Core Strategy and Policy DM1 of the Development Management Document.

11. Demolition or construction works shall not take place outside 07:30 hours to 18:00 hours Mondays to Fridays and 08:00 hours to 13:00 hours on Saturdays and at no time on Sundays or Bank Holidays, unless otherwise agreed in writing with the Local Planning Authority.

Reason: To protect residential amenity and general environmental quality in accordance with Core Strategy Policies KP2 and CP4 and Policy DM2 of the Development Management Document.

12. No burning of construction or demolition waste is to take place on the site.

Reason: To protect the amenities of neighbouring properties and general environmental quality in accordance with Core Strategy Policies KP2 and CP4 and Policy DM1 of the Development Management Document.

13. Prior to first occupation of the development hereby approved details of the water efficient design measures set out in Policy DM2 (iv) of the Development Management Document to limit internal water consumption to 105 litres per person per day (lpd) (110 lpd when including external water consumption), including measures of water efficient fittings, appliances and water recycling systems such as grey water and rainwater harvesting.

Reason: To minimise the environmental impact of the development through efficient use of water in accordance with the National Planning Policy Framework, DPD1 (Core Strategy) policy KP2, DPD2 (Development Management Document) policy DM2 and SPD1 (Design and Townscape Guide).

14. The development hereby approved shall be carried out in a manner to ensure the proposed dwellinghouse comply with building regulation M4(2) 'accessible and adaptable dwellings'.

Reason: To minimise the environmental impact of the development through efficient use of water in accordance with the National Planning Policy Framework, DPD1 (Core Strategy) policy KP2, DPD2 (Development Management Document) policy DM2 and SPD1 (Design and Townscape Guide).

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

Informatives

01. Community Infrastructure Levy (CIL): This application, made pursuant to Section 73 of the Town and Country Planning Act 1990, is CIL liable. As there is an increase in floorspace since the original permission, and therefore a change in the amount of CIL payable, CIL Regulation 9(7) applies. The chargeable development is the most recently commenced chargeable development; hence a new CIL Liability Notice has been issued with this permission that supersedes CIL Liability Notice ref. 16/01126/FUL/0001.

02. Notwithstanding condition 08 above, the applicant is advised that separate consent of the Local Highways Authority would be required for works to extend the existing vehicular crossover.

620 16/02036/FULH - The Old Coach House, 2a Lymington Avenue (Leigh Ward)
Proposal: Install cladding to elevations (Retrospective)
Applicant: Mr Bryant
Agent: Mr Howell

Mrs Dooley, a local resident, spoke as an objector to the application.

Planning permission REFUSED for the following reason:

01. The cladding that has been installed to the elevations is not in-keeping with and harmful to the character and appearance of the existing building and the streetscene in Lymington Avenue. The proposal is therefore unacceptable and contrary to the National Planning Policy Framework, policies KP2 and CP4 of the Southend Core Strategy (2007), policies DM1 and DM3 of the Southend Development Management Document (2015) and the advice contained within the Southend Design and Townscape Guide (2009).

The Committee also resolved that the Deputy Chief Executive (Place), Director of Planning and Transport or Group Manager for Planning and Building Control be DELEGATED to AUTHORISE ENFORCEMENT ACTION for the removal of the unauthorised cladding.

This is because the unsympathetic use of materials creates an incongruous feature in the streetscene and harmfully conflicts with the character and appearance of the surrounding area and the neighbouring properties contrary to the National Planning Policy Framework; Policies KP2 and CP4 of the Southend-on-Sea Core Strategy (2007); Policies DM1, DM3 and DM6 of the Southend-on-Sea Development Management Document (2015); and the advice contained within the Southend-on-Sea Design and Townscape guide (2009).

The authorised enforcement action to include (if/as necessary) the service of an Enforcement Notice under Section 172 of the Town and Country Planning Act 1990 and the pursuance of proceedings whether by prosecution or injunction to secure compliance with the requirements of said Notice.

When serving an Enforcement Notice the local planning authority must ensure a reasonable time for compliance. It is considered that a one month compliance period is reasonable in these circumstances.

621 16/00189/UNAU_B - 96 The Ridgeway, Westcliff-on-Sea (Chalkwell Ward)
Breach of Control: Without planning permission erection of canopies and other alterations to the frontage of the application site.

Resolved:

That ENFORCEMENT ACTION be AUTHORISED for the removal of the unauthorised canopies, heaters and the planters that have been affixed to the boundary enclosure at the frontage of the site.

This is because the use of the canopy covered part of the site, aided by the addition of outdoor heaters, would be intensified and create additional noise and

disturbance, which would be detrimental to the amenities of the occupiers of nearby residential properties. The development is therefore unacceptable and contrary to the National Planning Policy Framework, Policies KP2 and CP4 of the Southend-on-Sea Core Strategy (2007); and Policies DM1 and DM3 of the Southend-on-Sea Development Management Document (2015).

It is also considered that the canopies, heaters and the elevated planters would, by reason of their size, design, siting and number, fail to integrate with the existing building and be out of keeping with and detrimental to the character and appearance of the existing building and the area more widely. The developments are therefore contrary to the National Planning Policy Framework, Policies KP2 and CP4 of the Southend-on-Sea Core Strategy (2007), Policies DM1, DM3 and DM13 of the Southend-on-Sea Development Management Document (2015); the advice contained within the Southend-on-Sea adopted Design and Townscape Guide (2009).

The Enforcement Action should only be taken after and depending on the outcome of the determination of the appeal against the refusal of application 16/01529/FUL.

The authorised enforcement action to include (if/as necessary) the service of an Enforcement Notice under Section 172 of the Town and Country Planning Act 1990 and the pursuance of proceedings whether by prosecution or injunction to secure compliance with the requirements of said Notice.

When serving an Enforcement Notice the local planning authority must ensure a reasonable time for compliance. It is considered that a one month compliance period is reasonable in these circumstances.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Appointments and Disciplinary Committee

Date: Friday, 13th January, 2017
Place: Executive Boardroom - Civic Suite

13

Present: Councillor J Lamb (Chair)
Councillors M Assenheim, N Folkard, I Gilbert, *A Moring, L Salter
and J Ware-Lane

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: J Ruffle
T McDougal (Solace in Business Ltd)

Start/End Time: 9.00 - 10.50 am

622 Apologies for Absence

Apologies for absence were received from Councillor Holland (substitute: Cllr Moring).

623 Declarations of Interest

There were no declarations of interest at this meeting.

624 Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below, on the grounds that they would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

625 Selection Process for a new Chief Executive & Town Clerk

The Committee discussed the arrangements for the recruitment and appointment of a new Chief Executive and Town Clerk covering the specification brief, recruitment timetable, the advertisement and recruitment pack.

Resolved:

That the proposed arrangements for the recruitment and appointment process for a new Chief Executive and Town Clerk, be approved and that the post be advertised externally.

626 Chief Executive & Town Clerk - Acting Up Arrangements

The Committee considered a report of the Director of Transformation which presented the acting up arrangements that may be necessary following the retirement of Rob Tinlin, Chief Executive & Town Clerk on the 31st March 2017.

Recommended to Council:

1. That Option 4 in the submitted report be implemented and that in the event that acting up arrangements are required the following arrangements shall apply:

(a) The Deputy Chief Executive (People) shall be the Acting Chief Executive & Town Clerk for the period 1st April 2017 – 31st May 2017, subject to (c) below;

(b) The Deputy Chief Executive (Place) shall be the Acting Chief Executive & Town Clerk from 1st June 2017 until the day on which the new Chief Executive & Town Clerk starts work, subject to (c) below;

(c) As soon as the start date of the new Chief Executive & Town Clerk is confirmed, the mid-point can then be established between 1st April 2017 and that start date. The Deputy Chief Executive (People) shall be the Acting Chief Executive from 1st April 2017 until that mid-point, with the Deputy Chief Executive (Place) taking over from that mid-point until the new Chief Executive & Town Clerk starts work.

2. That the requirement to act as the Council's Returning Officer and Electoral Registration Officer during the interim period be included in the acting up responsibilities of the two Deputy Chief Executives.

3. That the calculation and detail of any acting up payments be delegated to the Director of Transformation in consultation with the Leader of the Council.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of General Purposes Committee

Date: Monday, 16th January, 2017
Place: Committee Room 2 - Civic Suite

14

Present: Councillor F Evans (Chair)
Councillors J Garston (Vice-Chair), A Bright, C Endersby, D Kenyon,
J Moyies, K Robinson, C Walker and C Willis.

In Attendance: R Harris and J K Williams.

Start/End Time: 6.00 - 6.40 pm

627 Apologies for Absence

There were no apologies for absence at this meeting.

628 Declarations of Interest

Councillors Evans, J Garston, Bright, Endersby, Kenyon, Moyies, Robinson, Walker and Willis – Non-pecuniary interest – Nominees for Honorary Awards were known to them.

629 Minutes of the Meeting held on 23rd March 2016

Resolved:-

That the Minutes of the Meeting held on 23rd March 2016 be confirmed as a correct record and signed.

630 Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below, on the grounds that they would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

631 Nominations for Honorary Awards

The Committee considered two reports from the Director of Legal & Democratic Services relating to the Honorary Alderman/Alderwoman nominations received from the Group Leaders and the nomination of the Leader of the Council, supported by the other Group Leaders, to confer the Freedom of the Borough on the retiring Chief Executive and Town Clerk.

The Committee noted that one of the nominees for Honorary Alderman/Alderwoman had served 14 years one year short of the normal requirement of at least 15 years' service. However, the Committee deemed it appropriate that on this occasion given his eminent service to the Council it be recommended to confer the title of Honorary Alderman on this past Member.

Resolved:

1. That, pursuant to Section 249(1) of the Local Government Act 1972, the Council be recommended to confer the title of Honorary Alderman/Honorary Alderwoman on the three past Members as detailed in the report and that a Special Meeting of the Council be convened on Thursday 20th April 2017, immediately prior to the ordinary Council on that same day, to confer the honours.

2. That pursuant to Section 249(5) of the Local Government Act 1972, the Council be recommended to confer the Freedom of the Borough of Southend-on-Sea on Mr Rob Tinlin in recognition of the eminent and outstanding public service he has rendered to the Borough of Southend-on-Sea as its Chief Executive and Town Clerk from 2005 to 2017. Further that a Special meeting of the Council be convened on 23rd February 2017, immediately prior to the ordinary Council meeting taking place on that same day, to confer the honour and to present Mr Tinlin with a ceremonial scroll.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Audit Committee

Date: Wednesday, 18th January, 2017

Place: Committee Room 1 - Civic Suite

15

Present: Councillor M Davidson (Chair)
Councillors B Ayling, S Buckley (Vice-Chair), C Nevin, A Bright,
J Moyies, J Ware-Lane and B Arscott*

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: C Gamble, L Everard, J Chesterton, C Fozzard, A Langridge (BDO),
D Bonner, T MacGregor M Dineen, E Allen and Mr K Pandya

Start/End Time: 6.30 - 7.50 pm

632 Apologies for Absence

Apologies for absence were received from Cllr D Garston (Substitute Cllr Arscott)

633 Welcome

The Chairman welcomed to the meeting Mr Kash Pandya who had recently been appointed as the co-opted member to the Committee.

634 Declarations of Interest

(a) Councillor Davidson – Matters in relation to Southend Hospital – Southend Council appointed Governor to Southend University Hospital NHS Foundation Trust – Non-pecuniary interest

(b) Councillor Davidson – Matters in relation to South Essex Homes (SEH) – Non Executive Director, SEH - Non-pecuniary interest

(c) Councillor Nevin – Matters in relation to Southend Hospital – previous employee of Southend University Hospital NHS Foundation Trust – Non-pecuniary interest

(d) Councillor Arscott – Internal Audit Service Quarterly Performance Report – School governor, Our Lady of Lourdes Catholic Primary school/ Head teacher of Sacred Heart Primary School is safeguarding mentor/advisor for school governors – Non-pecuniary interest.

635 Minutes of the Meeting held on 21st September 2016

Resolved:-

That the Minutes of the Meeting held on 21st September 2016 be confirmed as a correct record and signed.

636 Corporate Risk Register 2016/17

The Committee considered a report of the Chief Executive presenting the updated Corporate Risk Register for 2016/17.

The Committee asked a number of questions which were responded to by officers.

On consideration of the report, Members requested the Deputy Chief Executive (Place) to write to members of the Committee to clarify:

- Whether the Transport Asset Management Plan would include Council car parks.
- The proportion of the £12.9m European Regional Development funding for Growth Hub delivery (across the South East) that would be allocated to Southend.

Resolved:-

That the updated Corporate Risk Register for 2016/17, be noted.

637 Treasury Management Policy

The Committee considered a report of the Chief Executive presenting the Treasury Management Policy for 2017/18 comprising the following documents:

- Treasury Management Policy Statement for 2017/18;
- Treasury Management Strategy for 2017/18;
- Annual Investment Strategy for 2017/18.

The Committee asked a number of questions which were responded to by officers.

On consideration of the report, the Director of Finance and Resources undertook to write to members of the Committee to confirm the total amount of funding held by the Council which had been secured through section 106 agreements.

Resolved:-

That the Treasury Management Policy for 2017/18, be endorsed

638 BDO: Progress Report to Those Charged with Governance

The Committee considered a report by the BDO external auditor on the progress made in delivering the 2015/16 and 2016/17 Annual Audit Plans.

Resolved:-

That the progress made in delivering the Annual Audit Plans for 2015/16 and 2016/17, be accepted.

639 BDO: Annual Audit Letter 2015/16

The Committee considered a report of the Chief Executive presenting the External Auditor's Annual Audit Letter for 2015/16.

Resolved:-

That the Annual Audit Letter for 2015/16, be approved.

640 Internal Audit Service Quarterly Performance Report

The Committee considered a report of the Chief Executive updating Members on the progress made in delivering the Internal Audit Strategy for 2016/17.

The Committee asked a number of questions which were responded to by officers.

On consideration of the report, Members requested the Deputy Chief Executive (People) to write to members of the Committee to clarify why the recommendations arising from the school audit reviews had not been implemented by certain schools.

In referring to the internal audit reviews in relation to the social care IT management system (contract procurement/project implementation health check) and Section 75 Partnership Agreement Integrated Equipment Service, and in response to the outcome of such reviews, the Chairman requested that the Deputy Chief Executive (People) to prepare a progress report to the next meeting of the Committee and asked that the relevant officers be invited to attend.

Resolved:-

That the progress made in delivering the 2016/17 Internal Audit Strategy, be noted.

641 Counter Fraud & Investigation Services Quarterly Performance Report

The Committee considered a report of the Chief Executive on the progress made in delivering the Corporate Counter Fraud & Investigation Strategy for 2016/17.

The Committee asked a number of questions which were responded to by officers.

Resolved:-

That the Counter Fraud & Investigation Directorate's performance to date, be noted.

642 Information Items

The Committee noted the following items :

- CIPFA Survey on Local Authority and Police Audit Committees
 - o Background to the Survey
 - o The Structure and Composition of Local Authority Audit Committees
 - o Training and Support
 - o Effectiveness
 - o Internal Audit and the Audit Committee

- CIPFA Better Governance Forum, Audit Committee Update, Helping Audit Committees to be Effective, Issue 21:
 - o The audit committee and internal audit quality
 - o Briefing on topical issues
 - o Audit committee training.

- Public Sector Audit Appointments, Annual Regulatory Compliance and Quality report for BDO, Audit Year 2015/16

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Thursday, 19th January, 2017
Place: Committee Room 1 - Civic Suite

16

Present: Councillor J Lamb (Chair)
Councillors A Holland (Vice-Chair), A Moring, L Salter, T Cox,
J Courtenay and T Byford

In Attendance: Councillors M Assenheim and C Mulroney
R Tinlin, J K Williams, S Leftley, A Lewis, A Atherton, J Chesterton,
J Ruffle, I Ambrose, C Gamble, F Abbott and M Sargood

Start/End Time: 2.00 - 2.35 pm

643 Apologies for Absence

Apologies for absence were received from Cllr Flewitt.

644 Declarations of Interest

There were no declarations of interest.

645 Corporate Performance Management - 2017/18

The Cabinet considered a report of the Chief Executive detailing the Council's corporate approach to performance management for 2017/18.

Resolved:-

1. That the Corporate Priority Performance Indicators to be monitored via the Monthly Performance Report (MPR) for 2017/18, as set out at Appendix 1 to the submitted report, be approved.
2. That the MPR will also include a small basket of indicators (as outlined in paragraph 4.3 of the report) relating to areas where the Council does not have lead responsibility or direct control.
3. That the Corporate Priority Actions, to support implementation of the Council's 2017/18 Corporate Priorities, as set out at Appendix 2 to the report, be approved.

Reason for Decision

To identify corporate measures and targets against which the Council's performance can be monitored and managed effectively

Other options

1. Significantly increasing the numbers of performance measures and indicators. This would place significant pressure on available resources to undertake the necessary monitoring, and would result in diverting resources from other priority areas.

2. Not identifying any Corporate Priority Actions or Indicators. This would leave the Council unable to monitor its performance against its key priorities or to assess whether resources are appropriately allocated.

Note:- This is an Executive Function
Referred direct to all three Scrutiny Committees.
Executive Councillor:- Lamb

646 Council Tax Base and National Non Domestic Rating Base 2017/18

The Cabinet considered a report of the Chief Executive concerning the calculation of the Council Tax Base for 2017/18 and the submission of the National Non Domestic Rates (NDR1) form to the Department of Communities and Local Government (DCLG) by 31st January 2017.

Resolved:-

1. That in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended by the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003) and Local Government Finance Act 2012 (Calculation of billing authority's council tax base Section 15):
 - (i) The Local Council Tax Support Scheme for 2017/18 approved by Council on 15 December 2016, be incorporated into the Council Tax base setting as outlined in Appendices A and B to the submitted report.
 - (ii) That the following changes to Council Tax discounts and exemptions approved by Cabinet on 5 January 2016 will remain unchanged from 1 April 2017 and these are incorporated into the Council Tax Base:-
 - Properties requiring or undergoing structural alteration or major repairs (Class D) as allowed by Section 11A of the Local Government Finance Act 2012 is set at 0%.
 - Vacant and substantially unfurnished properties (Class C) as allowed by Section 11A of the Local Government Finance Act 2012 to be entitled to receive a discount of 100% for up to 1 month. If Class D is applicable then there is no entitlement to Class C.
 - (iii) That it be noted that the further discounts and exemptions that were approved by Council on 13 December 2012 will remain unchanged from 1 April 2017 and these are incorporated into the Council Tax Base;
 - Second homes (Classes A and B) as allowed by Section 1A of the Local Government Finance Act 2012 is set at 0%.
 - Long-term empty homes (Class C) as allowed by Section 11A of the Local Government Finance Act 2012, a surcharge of 50% is set allowing a full charge of 150% where they have been unoccupied for more than 2 years.

- That a continuous 6 week period of occupancy is required between empty periods before a further discount can be awarded.
- 2. That the amount calculated by Southend-on-Sea Council as its Council Tax Base for the year 2017/18 shall be 56,917.61.
- 3. That the amount calculated by Southend-on-Sea Council as the Council Tax Base in respect of Leigh-on-Sea Town Council for the year 2017/18 shall be 8,717.19.
- 4. That it be noted that it will be necessary for the Director of Finance and Resources, in conjunction with the Leader of the Council, to approve the NDR1 form for submission to the DCLG, in line with previous delegated approval, and that the Director of Finance and Resources will include an explanation in a subsequent report to Council as to why it was not practical for Cabinet to use its own delegation.

Reason for Decision

To comply with the relevant statutory requirements.

Other Options

None.

Note:- This is an Executive Function.

Referred direct to Policy and Resources Scrutiny Committee.

Executive Councillor:- Lamb

647 Draft Housing Revenue Account Budget 2017/18 and Rent Setting

The Cabinet considered a joint report of the Deputy Chief Executive (People) and the Director of Finance and Resources setting out the Housing Revenue Account (HRA) budget for 2017/18 together with the information necessary to set a balanced budget as required by legislation.

Resolved:-

1. That a rent reduction of 1% on secure tenancies, as required by the Welfare Reform and Work Act 2016, be endorsed.
2. That an average rent increase of 4.41% on shared ownership properties, be endorsed.
3. That the proposed rent changes in 1 and 2 above to be effective from 3 April 2017, be endorsed.
4. That the increases in other charges as set out in section 5 of the submitted report, be endorsed.
5. That the management fee and increases in service charges and heating charges proposed by South Essex Homes, as set out in section 6 of the report, be endorsed.
6. That the appropriations to the Repairs Contract Pensions earmarked reserve and the HRA Capital Investment earmarked reserve, as set out in section 8 of the report, be endorsed.

7. That subject to 1 - 6 above, the HRA budget as set out in Appendix 1 to the report, be endorsed.
8. That the value of the Council's capital allowance for 2017/18 be declared as £25.370M, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations, be endorsed.

Reason for Decision

Part of the process of maintaining a balanced budget for the HRA is to consider and set a rent rise (and associated increases in other income streams). Full Council need to approve the HRA budget prior to the start of the financial year.

Other Options

As set out in the submitted report

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.
Referred direct to Policy and Resources Scrutiny Committee.
Executive Councillor:- Flewitt

648 Draft Capital Programme 2017/18 to 2020/21

The Cabinet considered a report of the Corporate Management Team setting out a draft programme of capital projects for the period 2017/18 to 2020/21.

It was noted that the Council had been notified of a successful bid to the Department for Education for a grant of £536k for the expansion of early years (3-4 year olds) places in preparation for the 30 hour entitlement for working parents in September 2017. The grant will be included in the final capital report to Cabinet on 14th February 2017.

Resolved:-

1. That the current approved Programme for 2017/18 to 2019/20 of £125.4m, as set out in Appendix 1 to the submitted report, be noted.
2. That the changes to the approved Programme, as set out in Appendix 2 to the report, be noted.
3. That the proposed new schemes and additions to the Capital Programme for the period 2017/18 to 2020/21 totalling £59.1m of which £52.9m is for the General Fund and £6.2m for the Housing Revenue Account, as set out in Appendices 6 and 7 to the report, be endorsed.
4. That the proposed schemes subject to external funding approval for the period 2017/18 to 2020/21 totalling £42.6m as set out in Appendices 2 and 7 to the report, be endorsed.
5. That it be noted that the proposed new schemes and additions, as set out in Appendices 6 and 7 to the report, and other adjustments as set out in Appendix 2 to the report, will result in a proposed capital programme (excluding schemes subject to external funding approval) of £185.8m for 2017/18 to 2020/21.
6. That it be noted that of the total programme of £185.8m for the period 2017/18 to 2020/21, the level of external funding supporting this programme is £58.2m.

7. That it be noted that a final review is being undertaken on the 2016/17 outturn and that the results will be included in the report to Cabinet on 14th February 2017.

Reason for Decision

The proposed Capital Programme is compiled from a number of individual projects which either contribute to the delivery of the Council's objectives and priorities or enhance the Council's infrastructure.

Other Options

The proposed Capital Programme is compiled from a number of individual projects, any of which can be agreed or rejected independently of the other projects

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.

Referred direct to all three Scrutiny Committees.

Executive Councillor:- Lamb

649 Draft Fees and Charges 2017/18

The Cabinet considered a report of the Corporate Management Team detailing fees and charges for services included in the budget proposals for 2017/18.

Resolved:-

That the proposed fees and charges for each Department as set out in the submitted report and appendices, be endorsed.

Reason for Decision

Part of the process of maintaining a balanced budget includes a requirement to consider the contribution that fees and charges make towards that aim. This report is in fulfilment of that requirement.

Other Options

None.

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.

Referred direct to all three Scrutiny Committees.

Executive Councillor:- Lamb

650 Draft General Fund Revenue Budget 2017/18

The Cabinet considered a report of the Corporate Management Team presenting the draft revenue budget for 2017/18.

Members of the Cabinet conveyed their thanks and appreciation to the Director of Finance & Resources and his team for their sterling work in preparing the draft budget.

Resolved:-

1. That the 2017/18 draft revenue budget and any required commencement of consultation, statutory or otherwise, be approved.

2. That it be noted that the 2017/18 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.99%, being 1.99% for general use and 3% for Adult Social Care.
3. That it be noted that the 2017/18 draft revenue budget has been prepared using the provisional local government finance settlement and that the outcome from the final settlement will need to be factored into the final budget proposals for Budget Cabinet and Budget Council.
4. That the 2017/18 draft revenue budget, as endorsed, be referred to all three Scrutiny Committees, Business sector and Voluntary sector to inform Cabinet, which will then recommend the Budget and Council Tax to Council.
5. That the schools position and the recommendations to the Schools Forum on 18th January 2017, as set out in Appendix 14 and 14(i) to the submitted report, be noted and referred to People Scrutiny Committee and then to Cabinet and Council.
6. That the direction of travel for 2018/19 and beyond, as set out in section 15 of the report, be endorsed.

Reason for Decision

Budget scrutiny is at the core of the Council's corporate planning framework. It is a complex process that is fully integrated with strategic service planning. Annually, prior to the start of the year, the Council agrees the budget using a consistent, transparent and prudent approach.

Other Options

None

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.
Referred direct to all three Scrutiny Committees.
Executive Councillor:- Lamb

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Place Scrutiny Committee

Date: Monday, 23rd January, 2017
Place: Committee Room 1 - Civic Suite

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Present: Councillor K Robinson (Chairman)
Councillors M Assenheim, A Bright, D Burzotta, T Callaghan,
M Davidson, F Evans, N Folkard, J Garston, D Jarvis, R Hadley*,
H McDonald, D McGlone, C Mulroney*, M Terry, C Willis and
R Woodley*

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors J Lamb, T Cox, M Flewitt and A Holland (Executive
Councillors)
Councillors I Gilbert, J Moyies and N Ward
R Tinlin, A Lewis, J K Williams, E Cooney, S Dolling, P Geraghty,
D Patel, I Ambrose, C Hindle-Terry, T MacGregor and T Row

Start/End Time: 6.30 pm - 10.05 pm

651 Apologies for Absence

Apologies for absence* were received from Councillors Habermel (Substitute: Councillor Hadley), Kenyon (Substitute: Councillor Woodley) and Wexham (Substitute: Councillor Mulroney).

652 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillors Cox, Flewitt, Holland and Lamb (Executive Councillors) – interests in all the referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011.

(b) Councillor Assenheim – Agenda Item Nos. 5 (Corporate Performance Management 2017/18), 6 (Draft Capital Programme 2017/18 to 2020/21), 7 (Draft Fees & Charges 2017/18), 8 (Draft General Fund Revenue Budget 2017/18), 9 (Monthly Performance Report) and 10 (Notice of Motion - Affordable Housing and Viability Issues) – Non-pecuniary interest: Sister is a tenant of South Essex Homes;

(c) Councillor Assenheim – Agenda Item No. 15 (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Member of the Patients Forum of the Doctor's Surgery in Tyrone Road;

(d) Councillors Bright, Cox, Folkard, J Garston, Hadley and Jarvis – Agenda Item No. 15 – (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Member of Parliament for the Rochford and Southend East Constituency lives in Tyrone Road and is known to him;

- (e) Councillor Bright – Agenda Item No. 23 (Update on Petition Requesting Permit Parking Controls (Southend East)) – Non-pecuniary interest: part of the area is within his Ward;
- (f) Councillor Burzotta – Agenda Item No. 7 (Draft Fees & Charges 2017/18) and 13 (Ballot for Business Improvement District (BID) Renewal) – Non-pecuniary interest: Family business in the Town Centre;
- (g) Councillors Burzotta and Davidson – Agenda Item Nos. 5 (Corporate Performance Management 2017/18), 6 (Draft Capital Programme 2017/18 to 2020/21), 7 (Draft Fees & Charges 2017/18), 8 (Draft General Fund Revenue Budget 2017/18), 9 (Monthly Performance Report) and 10 (Notice of Motion - Affordable Housing and Viability Issues) – Non-pecuniary interest: Non-Executive Director on the South Essex Homes Board;
- (h) Councillor Callaghan – Agenda Item Nos. 5 (Corporate Performance Management 2017/18), 6 (Draft Capital Programme 2017/18 to 2020/21), 7 (Draft Fees & Charges 2017/18), 8 (Draft General Fund Revenue Budget 2017/18), 9 (Monthly Performance Report) and 10 (Notice of Motion - Affordable Housing and Viability Issues) – Non-pecuniary interest: Sister is a tenant of South Essex Homes;
- (i) Councillor Callaghan – Agenda Item No. 7 (Draft Fees & Charges 2017/18) – Pecuniary interest: Hackney Carriage Driver (matter not discussed);
- (j) Councillor Callaghan – Agenda Item No. 17 (Petition for Action on Excessive Speeds, Wells Avenue) – Non-pecuniary interest: Brother Lives in the road;
- (k) Councillor Cox – Agenda Item No. 7 (Draft Fees & Charges 2017/18) – Non-pecuniary interest: Wife is a blue badge holder;
- (l) Councillor Cox – Agenda Item No. 12 (Development & Expansion of National Jazz Archive – Beecroft) – Disqualifying non-pecuniary interest: Person mentioned in the report is a work colleague (withdrew);
- (m) Councillor Flewitt – Agenda Item Nos. 5 (Corporate Performance Management 2017/18), 6 (Draft Capital Programme 2017/18 to 2020/21), 7 (Draft Fees & Charges 2017/18), 8 (Draft General Fund Revenue Budget 2017/18), 9 (Monthly Performance Report) and 10 (Notice of Motion - Affordable Housing and Viability Issues) – Non-pecuniary interest: Friends and family members are tenants of South Essex Homes;
- (n) Councillor J Garston – Agenda Item No. 15 (Objections to Traffic Regulation Orders – Salisbury Road) – Non-pecuniary interest: Family member lives in the street;
- (o) Councillor J Garston – Agenda Item No. 16 (Requests for New or Amended Traffic Regulation Orders – Westcliff Parade) – Non-pecuniary interest: Lives nearby;
- (p) Councillor J Garston – Agenda Item No. 19 (Petition for One-Way Traffic Flow, Westcliff Parade) – Non-pecuniary interest: Lives nearby;

(q) Councillor Hadley – Agenda Item No. 7 (Draft Fees & Charges 2017/18) – Non-pecuniary interest: Allotment holder;

(r) Councillor Holland – Agenda Item Nos. 5 (Corporate Performance Management 2017/18), 6 (Draft Capital Programme 2017/18 to 2020/21), 7 (Draft Fees & Charges 2017/18), 8 (Draft General Fund Revenue Budget 2017/18), 9 (Monthly Performance Report) and 10 (Notice of Motion - Affordable Housing and Viability Issues) – Non-pecuniary interest: Son works for South Essex Homes;

(s) Councillor McDonald – Agenda Item No. 23 (Update on Petition Requesting Permit Parking Controls (Southend East)) – Non-pecuniary interest: part of the area is within her Ward;

(t) Councillor Mulroney – Agenda Item No. 25 (Petition for Maintenance Works, Ashleigh Drive Leigh on Sea) – Non-pecuniary interest: The road is within her Ward;

(u) Councillor Terry – Agenda Item No. 7 (Draft Fees & Charges 2017/18) – Non-pecuniary interest: Knows the owner of Mikes Boatyard;

(v) Councillor Terry – Agenda Item No. 15 (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Residents in the streets are known to him;

(w) Councillor Terry – Agenda Item No. 22 (Petition Requesting Permit Parking Controls, Roots Hall Avenue) – Non-pecuniary interest: Season Ticket Holder at Southend United FC;

(x) Councillor Woodley – Agenda Item No. 15 (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Lives in Tyrone Road.

653 Questions from Members of the Public

The Executive Councillor for Enterprise, Tourism and Economic Development responded to a written question from Mr Webb.

The Executive Councillor for Traffic, Waste and Cleansing responded to a written question from Mr Webb and two written questions from Nr Nelson.

654 Minutes of the Meeting held on Monday 28th November 2016

Resolved:-

That the Minutes of the Meeting held on Monday 28th November 2016 be received, confirmed as a correct record and signed.

655 Corporate Performance Management 2017/18

The Committee considered Minute 645 of the meeting of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees, together with the report of the Chief Executive detailing the Council's corporate approach to performance management for 2017/18.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the Corporate Priority Performance Indicators to be monitored via the Monthly Performance Report (MPR) for 2017/18, as set out at Appendix 1 to the submitted report, be approved.

2. That the MPR will also include a small basket of indicators (as outlined in paragraph 4.3 of the report) relating to areas where the Council does not have lead responsibility or direct control.

3. That the Corporate Priority Actions, to support implementation of the Council’s 2017/18 Corporate Priorities, as set out at Appendix 2 to the report, be approved.”

Note:- This is an Executive Function
Executive Councillor:- Lamb

656 Draft Capital Programme 2017/18 to 2020/21

The Committee considered Minute 648 of the meeting of Cabinet held on 19th January 2017, which had been referred direct to all three Scrutiny Committees, together the report of the Corporate Management Team setting out a draft programme of capital projects for the period 2017/18 to 2020/21.

In response to question regarding the amended capital programme 2016/17 to 2020/21 relating to the Seaways Development Enabling Works, the Chief Executive confirmed that he would clarify the position why the current approved allocation for this project had been omitted from Appendix 8.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the current approved Programme for 2017/18 to 2019/20 of £125.4m, as set out in Appendix 1 to the submitted report, be noted.

2. That the changes to the approved Programme, as set out in Appendix 2 to the report, be noted.

3. That the proposed new schemes and additions to the Capital Programme for the period 2017/18 to 2020/21 totalling £59.1m of which £52.9m is for the General Fund and £6.2m for the Housing Revenue Account, as set out in Appendices 6 and 7 to the report, be endorsed.

4. That the proposed schemes subject to external funding approval for the period 2017/18 to 2020/21 totalling £42.6m as set out in Appendices 2 and 7 to the report, be endorsed.

5. That it be noted that the proposed new schemes and additions, as set out in Appendices 6 and 7 to the report, and other adjustments as set out in Appendix 2 to the report, will result in a proposed capital programme (excluding schemes subject to external funding approval) of £185.8m for 2017/18 to 2020/21.

6. That it be noted that of the total programme of £185.8m for the period 2017/18 to 2020/21, the level of external funding supporting this programme is £58.2m.

7. That it be noted that a final review is being undertaken on the 2016/17 outturn and that the results will be included in the report to Cabinet on 14th February 2017.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.

Executive Councillor:- Lamb

657 Draft Fees & Charges 2017/18

The Committee considered Minute 649 of the meeting of Cabinet held on 19th January 2017, which had been referred direct to all three Scrutiny Committees, together the report of the Corporate Management Team detailing fees and charges for services included in the budget proposals for 2017/18.

Following a discussion regarding the proposed introduction of pay and display parking in Eastern Esplanade and Thorpe Esplanade, the Executive Councillor for Transport, Waste and Cleansing stated that he would be prepared to consider the possibility of excluding of these proposals.

Resolved:-

That, subject to the confirmation of the correct figures for the proposed fees for a one day Cat A cricket season ticket every weekday with and without a Council pavilion, the following decision of Cabinet be noted:

“That the proposed fees and charges for each Department as set out in the submitted report and appendices, be endorsed.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.

Executive Councillor:- Lamb

658 Draft General Fund Revenue Budget 2017/18

The Committee considered Minute 650 of the meeting of Cabinet held on 19th January 2017, which had been referred direct to all three Scrutiny Committees, together the report of the Corporate Management Team presenting the draft revenue budget for 2017/18.

Resolved:-

That, subject to the exclusion of the proposed charge to schools for Bikeability level 2 training from the 2017/18 Budget Savings all Council Services (excluding

schools) (see PL20 on page 7 of Appendix 13), the following decisions of Cabinet be noted:

“1. That the 2017/18 draft revenue budget and any required commencement of consultation, statutory or otherwise, be approved.

2. That it be noted that the 2017/18 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.99%, being 1.99% for general use and 3% for Adult Social Care.

3. That it be noted that the 2017/18 draft revenue budget has been prepared using the provisional local government finance settlement and that the outcome from the final settlement will need to be factored into the final budget proposals for Budget Cabinet and Budget Council.

4. That the 2017/18 draft revenue budget, as endorsed, be referred to all three Scrutiny Committees, Business sector and Voluntary sector to inform Cabinet, which will then recommend the Budget and Council Tax to Council.

5. That the schools position and the recommendations to the Schools Forum on 18th January 2017, as set out in Appendix 14 and 14(i) to the submitted report, be noted and referred to People Scrutiny Committee and then to Cabinet and Council.

6. That the direction of travel for 2018/19 and beyond, as set out in section 15 of the report, be endorsed.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.

Executive Councillor:- Lamb

659 Monthly Performance Report

The Committee considered the Monthly Performance Report (MPR) covering the period to end November 2016, which had been circulated recently.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

660 Notice of Motion - Affordable Housing and Viability Issues

The Committee considered Minute 595 of the meeting of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, concerning the Notice of Motion in relation to the provision of affordable housing through section 106 agreements. This was proposed by Councillor Mulronev and seconded by Councillor Gilbert (this had been referred to Cabinet in accordance with Standing Order 8.4).

In response to the issues raised at the meeting, the Executive Councillor for Housing, Planning & Public Protection undertook to write a suitable letter to the Secretary of State responsible for planning matters to highlight the concerns. A copy of the letter and any response would be copied to the proposer of the Notice of Motion.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That it be noted that, considering the Government’s approach to encouraging significant levels of new house building, it is highly unlikely that it will remove the relevant sections of National Planning Policy Framework and the National Planning Practice Guidance.

2. That it further be noted that, since the adoption of the Interim Affordable Housing Policy, (by Council 20th October 2016), the Council is better placed to ensure equitable off-site contributions are made. However, the effectiveness of the Policy would be monitored.”

Note:- This is an Executive Function.

Executive Councillor :- Flewitt

661 General Market Provision

The Committee considered Minute 601 of the meeting of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, together with the report of the Deputy Chief Executive (Place) providing an update on the Thursday General Market in the High Street following three years of trading and set out the options for the future management of the market.

The Director of Legal & Democratic Services confirmed that outsourcing the management of the Market required a proper procurement process. If the contract value is above the EU threshold, then there must be an advert in the European Journal and the contract must be awarded to the most economically advantageous tender, regardless of the geographic location of the company. If the contract value is below the EU threshold, then the contract must be awarded in accordance with the Council’s Contracts Procedure Rules and on the basis of securing best value for money. Local companies can (and are) supported and encouraged, but fair competition is required and if the contract value is over £25K it must be advertised on the UK Contracts Finder website.

Resolved:-

1. That the following decision of Cabinet be noted:

“That the management of the market be outsourced to an experienced market operator, external to the Council, on a three year contract with an option for a further two years.”

2. That, in accordance with Council Procedure Rule 39, the matter be referred to Council.

Note:- This is an Executive Function
Executive Councillor:- Holland

662 Development & Expansion of National Jazz Archive - Beecroft

The Committee considered Minute 602 of the meeting of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, together with the report of the Deputy Chief Executive (Place) informing Members of the proposal for Jazz Centre (UK) to develop and expand its programme to take over areas of the lower ground floor of the Beecroft Centre, Victoria Avenue.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That, in principle, the Jazz Centre (UK) proposal to extend its presence beyond the current single room on the Lower Ground Floor of the Beecroft Centre, be approved.

2. That the Deputy Chief Executive (Place), in consultation with the Portfolio Holder for Culture, Tourism and the Economy, be authorised to approve the terms of a lease, based on the terms negotiated and recommended by Asset Management.

3. That the future aspirations of Jazz Centre UK to further develop a Jazz Club for Southend into a regular performance space subject to future self-funding and planning considerations, be noted.”

Note:- This is an Executive Function
Executive Councillor:- Holland

663 Ballot for Business Improvement District (BID) Renewal

The Committee considered Minute 603 of the meeting of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, together with the report of the Deputy Chief Executive (Place) providing an update on the success of the Southend Business Improvement District (BID) since its launch in April 2013, and the requirements in relation to the undertaking of a renewal ballot of Southend town centre and central seafront businesses to extend the Southend BID for another five year term.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the progress and impact of the BID in Southend’s town centre and central seafront area, be noted.

2. That the Deputy Chief Executive (Place), in consultation with the Executive Councillor for Culture, Tourism and the Economy, be authorised to:-

- Consider on behalf of the Council as billing authority, whether the proposal conflicts with any formally adopted policy of the Council, and, if it does, give notice of this in accordance with the BID regulations
- Determine whether the Council should support the BID proposal and if so, to vote yes on its behalf in the BID ballot. If a 'no' vote is proposed, this will be referred to Cabinet for further consideration
- Formally manage the ballot process in accordance with BID regulations
- That subject to a 'yes' vote at ballot by the relevant BID business community, the Council as relevant local billing authority will manage the billing and collection of the additional levy, and its transfer to the BID company. In the event of a 'no' vote, the costs of the ballot be recovered from the BID Company as per the BID regulations.
- Review and update the Operating Agreement, as required, that details the billing, collection and enforcement provisions as well as the arrangements for transmitting the BID receipts to the BID in consultation with the Director of Finance and Resources.
- Enter into a revised service level agreement with the BID company regarding the operation of the BID and delivery of Council requirements and baselines.”

Note:- This is an Executive Function
Executive Councillor:- Holland

664 Standing Order 46

The Committee considered Minute 605 of the meeting of Cabinet held on 10th January 2017, which had been referred direct to scrutiny by Cabinet.

Resolved:-

That the submitted report be noted.

Note:- This is an Executive Function
Executive Councillor:- As appropriate to the item

665 Objections to Traffic Regulation Orders - Various Locations

The Committee considered Minute 578 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the reports of the Deputy Chief Executive (Place) that appraised Members of the representations that had been received in response to the statutory consultation for proposed Traffic Regulation Orders in respect of various proposals within the Borough.

With reference to the he proposed amendment of the waiting restrictions from 2.00 p.m. – 3.00 p.m. Mondays to Fridays to 11.00 a.m. to noon Mondays to Fridays in Tyrone Road and Fermoy Road, the Executive Councillor for Transport, Waste and Cleansing undertook to keep a Members' Request open to

enable alternative appropriate options to be explored without the need to change the current waiting restrictions in the road.

Resolved:-

That the following decisions of Cabinet Committee be noted:

“1. That, subject to the exclusion of the proposals relating to Tyrone Road and Fermoy Road, the Deputy Chief Executive (Place) be authorised to confirm The Southend-on-Sea Borough Council (Various Roads) (Stopping, Waiting, Loading and Unloading Prohibitions and Restrictions, Parking Places and Permit Parking Zones)(Consolidation) Order 2016 (Amendment No. 2) Order 2016 as advertised and the order be sealed accordingly.

2. That the proposed amendment of the waiting restrictions from 2.00 p.m. – 3.00 p.m. Mondays to Fridays to 11.00 a.m. to noon Mondays to Fridays in Tyrone Road and Fermoy Road be not progressed.

3. That The Southend-on-Sea Borough Council (Various Roads) (Stopping, Waiting, Loading and Unloading Prohibitions and Restrictions, Parking Places and Permit Parking Zones)(Consolidation) Order 2016 (Amendment No. 1) Order 2016 be confirmed, subject to the deletions form the Order set out below, and sealed accordingly

(i) Introduction of “No Waiting At Any Time” parking restrictions on the following lengths of Western Road:

South Side – Outside No. 48 Western Road
South Side – Outside Nos 118 and 120 Western Road.

(ii) Revocations – No Waiting at any time in Western Road Item Nos. 109669 and 109616

4. That the Deputy Chief Executive (Place) be authorised to confirm The Southend-on-Sea Borough Council (Various Roads) (Consolidation of Moving Traffic and Speed Limit) Order 2006 (as amended) (Amendment No 2) Order 2016 as advertised and that the order be sealed accordingly.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

666 Requests for New or Amended Traffic Regulation Orders

The Committee considered Minute 579 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that sought Members' approval to authorise the advertisement of the amendments and/or new waiting restrictions at the locations indicated in Appendix 1 to the report and the supplementary report tabled at that meeting, in accordance with the statutory processes and, subject to there being no objections received following statutory advertisement, to arrange for the relevant orders to be sealed and implement the proposals.

Resolved:-

That the following decisions of Cabinet Committee be noted:

“1. That officers be requested to prepare detailed proposals for a pedestrian crossing in Western Esplanade between the Casino and the junction with Shorefield Road for consideration.

2. That the Deputy Chief Executive (Place) be authorised to publish the relevant statutory notice and undertake the necessary consultation for a traffic regulation order to extend the existing permit parking controls around the Cliffs Pavilion area to include the section of Westcliff Parade between Westcliff Avenue, Wilson Road, Westcliff Parade and Cambridge Road and, subject to there being no objections received following statutory advertisement, to arrange for the order to be sealed.

3. That the current seasonal restrictions in Clieveden Road and Walton Road remain unchanged.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

667 Petition for Action on Excessive Speeds, Wells Avenue

The Committee considered Minute 580 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of a petition from residents of Wells Avenue requesting action on excessive speeds of vehicles travelling in the road.

Resolved:-

That the following decisions of Cabinet Committee be noted:

“1. That the petitioner be thanked for taking the time to compile the petition.

2. That the situation be monitored and a further survey be undertaken in March/April, the dates for which be agreed in consultation with the Ward Councillors.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

668 Request for Waiting Restrictions - Belfairs Park Drive

The Committee considered Minute 581 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) concerning a request for waiting restrictions to be implemented in Belfairs Park Drive.

Resolved:-

That the following decision of Cabinet Committee be noted:

“That the Deputy Chief Executive be requested to publish the statutory notices and undertake the necessary consultation for the relevant traffic regulation order to introduce part week limited waiting restrictions in Belfairs Park Drive the times of which to be determined in consultation with the Ward Councillors and, subject to there being no objections received following statutory advertisement, to arrange for the orders to be sealed and the proposals implemented.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

669 Petition for One-Way Traffic Flow, Westcliff Parade

The Committee considered Minute 582 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of a petition comprising 131 signatures requesting the traffic flow of Westcliff Parade be amended to one-way.

Resolved:-

That the following decisions of Cabinet Committee be noted:

“1. That the petitioner be thanked for taking the time to compile the petition.

2. That the Deputy Chief Executive (Place) be authorised to publish the statutory notices and undertake the necessary consultation for the relevant traffic regulation order to amend the traffic flow in the section of Western Parade from Wilson Road to Trinity Road to one-way westwards.

3. That it be noted that due to the current workload, the proposals will not be progressed until after April 2017.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

670 Petition for One-Way Traffic Flow, St Lukes Road

The Committee considered Minute 583 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of a survey undertaken by the Parish Church involving 18 residents of St Luke’s Road. The resulting petition requested that the traffic flow be amended to one-way (Eastwards) from Bournemouth Park Road to Ely Road.

Resolved:-

That the following decisions of Cabinet Committee be noted:

“1. That Father McClusky be thanked for taking the time to compile the petition.

2. That the Deputy Chief Executive (Place) be authorised to publish the statutory notices and undertake the necessary consultation for the relevant traffic regulation order to amend the traffic flow in the section of St Luke's Road from Bournemouth Park Road to Ely Road to one-way.

3. That it be noted that due to the current workload, the proposals will not be progressed until after April 2017."

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

671 Petition for Removal of Waiting Restrictions, Centurion Close, Shoebury

The Committee considered Minute 584 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of a petition from residents of Centurion Close requesting removal of recently introduced waiting restrictions at and around the junction of Lowry Close.

Resolved:-

That the following decisions of Cabinet Committee be noted:

"1. That the petitioner be thanked for taking the time to compile the petition.

2. That consideration of this matter be deferred pending the outcome of the recently submitted application for planning permission in the road and that officers be requested to liaise with the officer of the local planning authority as regards any necessary traffic regulation orders, parking or other highway works that may be required."

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

672 Petition Requesting Permit Parking Controls, Roots Hall Avenue

The Committee considered Minute 585 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of a petition signed by 16 residents of Roots Hall Avenue requesting Permit Parking Controls to deter non-resident parking.

Resolved:-

That the following decisions of Cabinet Committee be noted:

"1. That the petition be noted and the residents be thanked for taking the time to compile the petition.

2. That the Deputy Chief Executive (Place) be authorised to publish the statutory notices and undertake the necessary consultation for the relevant traffic regulation order to introduce a Permit Parking Area in Roots Hall Avenue and review all existing waiting restrictions in the street. The operational hours of the

parking scheme to be determined in consultation with the residents of Roots hall Avenue.

3. That in the event that no objections are received to the proposal, the Deputy Chief Executive (Place) be authorised confirm the Traffic Regulation Order and arrange for the proposals to be implemented.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

673 Update on Petition Requesting Permit Parking Controls (Southend East)

The Committee considered Minute 586 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of discussions between Ward Councillors for Southchurch, Thorpe and Kursaal wards to discuss a petition signed by 324 residents of the roads north of Southend East Railway Station requesting parking controls to deter all day parking by commuters.

Resolved:-

That the following decisions of Cabinet Committee be noted:

“1. That the concerns of Ward Members regarding any proposals to introduce a Permit Parking Area in the streets detailed in Appendix 1 to the report of the Deputy Chief Executive (Place) be noted.

2. That no further action is to be taken in respect of the proposals to introduce a Permit Parking Area in the streets detailed in Appendix 1 to this report Deputy Chief Executive (Place).

3. That the proposals for hardening parts of the verge in Riviera Drive be progressed.

4. That a report be prepared for Members’ consideration on sustainable materials including details of costs and implications.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

674 Petition Requesting Pedestrian Crossing, Waiting Restrictions and a School Crossing Patrol, Darlinghurst Grove Leigh on Sea - Information Item

The Committee considered Minute 587 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of a petition signed by school users requesting a pedestrian crossing facility, waiting restrictions and a school crossing patrol to be provided in Darlinghurst Grove.

Resolved:-

That the following decision of Cabinet be noted:

“That the petition be noted and that officers assess the location and provide a report of the findings to the Traffic & Parking Working Party and Cabinet Committee.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

675 Petition for Maintenance Works, Ashleigh Drive Leigh on Sea

The Committee considered Minute 588 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of a petition from residents of Ashleigh Drive highlighting the state of footways and carriageways and requesting that the Council rectify this as soon as possible.

Resolved:-

That the following decisions of Cabinet Committee be noted:

- “1. That the petitioner be thanked for compiling the petition.
2. That no further action be taken at this time for the reasons detailed in the report.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

676 Number of Residential Parking Permits Allowed Per Household

The Committee considered Minute 589 of the meeting of Cabinet Committee held on 9th January 2017, which had been referred direct to Scrutiny, regarding the Council’s policy relating to the number of residential parking permits household were allowed to purchase. This item had been requested to be included on the Agenda for that meeting by Councillor Ware-Lane in accordance with Council Procedure Rule 35.1 (d).

Resolved:-

That the following decision of Cabinet Committee be noted:

“That officer prepare a report for consideration by the Traffic & Parking Working Party and Cabinet Committee to include details of the number of permits for residents in town centre, access to parking the town for residents, businesses, shoppers and visitors and parking charges, to help inform the development of a Parking Strategy for the Borough.”

Note:- This is an Executive Function
Executive Councillor: Councillor Cox

677 In-depth Scrutiny Project - 'To investigate the case for additional enforcement resources for Southend'

The Committee received an oral update on the progress that had been made in respect of the agreed joint in-depth scrutiny project for 2016/17 entitled 'To investigate the case for additional enforcement resources for Southend'.

Resolved:-

That the progress be noted.

Note:- This is a Scrutiny Function.

678 Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below, on the grounds that they would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

679 Standing Order 46 - Confidential Sheet

The Committee considered Minute 607 of the meeting of Cabinet held on 10th January 2017, which had been referred direct to scrutiny by Cabinet.

Resolved:-

That the submitted report be noted.

Note:- This is an Executive Function
Executive Councillor:- As appropriate to the item.

680 Dipti Patel - Director for Public Protection

The Chairman explained that this would be the last meeting of the Committee to be attended by Ms Dipti Patel, the Council's Director for Public Protection, as she would shortly be taking up a new post at the London Borough of Havering. The Committee thanked Ms Patel for her hard work and support during her time at the Council and wished her well in her new role.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Licensing Committee

Date: Tuesday, 24th January, 2017
Place: Committee Room 1 - Civic Suite

18

Present: Councillor D McGlone (Chair)
Councillors R Hadley (Vice-Chair), B Ayling, S Buckley, M Butler,
T Callaghan, D Jarvis, D Kenyon, H McDonald, C Mulroney,
G Phillips and J Ware-Lane

In Attendance: P Tremayne, T Row, A Penn, M Newton and L Colby

Start/End Time: 2.30 - 3.35 pm

681 Apologies for Absence

Apologies for absence were received from Councillors Borton, Folkard and Habermel (no substitutes).

682 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Callaghan – Agenda Item No. 4 (Application to be Recognised as an Association for Taxi Drivers) – Non-pecuniary interest: Taxi Driver;

(b) Councillors Jarvis – Agenda Item No. 5 (Consultation of the Proposed Gambling Policy for 2017) – Non-pecuniary interest: Member of Genting Club, the Rendezvous Casino and the Shoebury Conservative Club;

(c) Councillor Phillips – Agenda Item No. 5 (Consultation of the Proposed Gambling Policy for 2017) – Non-pecuniary interest: Member of Genting Club and the Rendezvous Casino.

683 Minutes of the Meeting held on Thursday 3rd September 2015

Resolved:-

That the Minutes of the Meeting held on Thursday, 3rd September 2015 be received, confirmed as a correct record and signed.

684 Application to be recognised as an association for taxi drivers

The Committee was informed that this item had been withdrawn from the Agenda on the basis that the formal application and supporting documentation had not been received.

Resolved:-

That consideration of this matter be deferred pending the receipt of a formal application and the relevant supporting information.

685 Consultation of the proposed Gambling Policy for 2017

The Committee received an oral report and presentation from the Council's Regulatory Services Manager on the proposed changes to the Gambling Licensing Policy Statement 2017-19. A copy of the policy statement was presented to the Committee to enable its views to be forwarded to the Cabinet as part of the consultation process. The Committee also received, for information purposes, a summary of the consultation responses that had been received to date.

The Committee considered and discussed the policy statement in some detail, and noted the requirement for applicants to carry out (and review as necessary) their local risk assessments. Furthermore, in order to assist applicants, where there is an issue in a local area which impacts on how the applicant should complete their risk assessment, the Committee noted that it was proposed that the Licensing Authority would be publishing a local area profile (LAP). The LAP would be published as a separate document to the policy statement and would not form part of it. An initial draft copy of the LAP was circulated at the meeting. The Committee also noted that approval would be sought to delegate any necessary amendments to the LAP to the Deputy Chief Executive (Place) to ensure the information included within it was up to date and accurate.

Resolved:-

1. That, subject to the amendment of the term "Criminal Records Bureau" to "DBS" or "Disclosure" check in paragraphs 25.2 and 27.1, the proposed changes to the Gambling Licensing Policy Statement 2017-19 be supported.

2. That the Cabinet be recommended to approve the publication of the LAP as a separate document to the policy statement and that the LAP should include, amongst other things, areas of deprivation to assist in the completion of risk assessments.

686 Update on Other Licensing Matters

The Committee received an oral report and presentation from the Council's Regulatory Services Manager which provided Members with a brief update on the following matters:

- Sex establishments and Sex entertainment venues
- Animal Licensing
- Massage and special treatment licensing
- Scrap metal licensing
- Licensing Act 2003

Resolved:-

1. That the report be noted
2. That the amendment of Part 3 Schedule 3 – Delegations to Officers to include the determination of applications and renewals of Animal Licences by the Deputy Chief Executive (Place) be noted.

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of People Scrutiny Committee

Date: Tuesday, 24th January, 2017

Place: Committee Room 1 - Civic Suite

19

Present: Councillor Moyies (Chair)
Councillors Nevin (Vice-Chair), Arscott, Assenheim, Borton, Boyd, Buckley, Butler, Endersby, Evans*, D Garston, Jones, Phillips, McGlone, Mulroney*, Walker and Woodley*
L Crabb and M Rickett (co-opted members)
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors Lamb, Courtenay and Salter (Executive Councillors)
Councillors Gilbert and Waterworth
R Tinlin, D Simon, F Abbott, S Leftley, A Atherton, J O'Loughlin, Brin Martin, S Houlden, I Ambrose, N Corrigan and J Williams
E Feddon and J Jenkins – Youth Council observers

Start/End Time: 6.30 - 8.55 pm

687 Apologies for Absence

Apologies for absence were received from Councillor Habermel (substitute Cllr Evans), Councillor Stafford (substitute Cllr Woodley), Councillor Wexham (substitute Cllr Mulroney), E Lusty (co-opted member), A Semmence (co-opted member) and A Clarke (co-opted member).

Members asked that their best wishes be forwarded to Ms Lusty who had recently broken her leg. The Chairman advised that Ms Clarke will be stepping down as the Carers Forum representative on the Scrutiny Committee, due to a change in circumstances. The Committee asked that their thanks and best wishes be forwarded to her.

688 Declarations of Interest

The following interests were declared at the meeting:-

- (a) Councillors Lamb, Salter and Courtenay (Executive Councillors) - interest in the referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;
- (b) Councillor Salter – agenda items relating to Draft General Fund Revenue Budget; Scrutiny update – non-pecuniary interest – husband is Consultant Surgeon at Southend Hospital and holds senior posts at the Hospital; son-in-law is GP; daughter is a doctor at Broomfield Hospital; Highlands Practice mentioned during debate;
- (c) Councillor Lamb - agenda item relating to Scrutiny update - non-pecuniary – Governor at Southend Hospital;

- (d) Councillor Lamb – agenda item relating to Schools progress report – non-pecuniary – Governor at West Leigh Junior School; Governor of Southend Adult Community College;
- (e) Councillor Nevin - agenda item relating to - Scrutiny update - non-pecuniary – 2 children work at MEHT; sister works at Basildon Hospital; NHS employee outside area; previous employee at Southend and MEHT Hospitals;
- (f) Councillor Arscott – agenda item relating to Fostering Service – non-pecuniary – member of Southend Fostering Panel;
- (g) Councillor Arscott - agenda item relating to Schools Progress report – non pecuniary – Governor at Our Lady of Lourdes Catholic Primary School;
- (h) Councillor Boyd - agenda item relating to School Progress report – non-pecuniary – Governor at Westcliff High School for Girls and South East Essex Academy Trust, south east Essex Teaching School Alliance;
- (i) Councillor Borton - agenda item relating to School Progress report – non-pecuniary – Governor at Milton Hall School;
- (j) Councillor Borton – agenda item relating to MPR – non-pecuniary – SEPT mentioned and is daughters’ employer;
- (k) Councillor Jones – agenda item relating to Schools Progress report – non-pecuniary – parent of child attending school and governor;
- (l) Councillor Jones - agenda item relating to Fostering Service – non-pecuniary – member of Fostering Panel.

689 Questions from Members of the Public

Councillor Courtenay, the Executive Councillor for Children & Learning responded to a written question from Mr Webb and Councillor Salter, the Executive Councillor for Health and Adult Social Care responded to a written question from Mr Webb.

690 Minutes of the Meeting held on Tuesday, 29th November, 2016

Resolved:-

That the Minutes of the Meeting held on Tuesday, 29th November, 2016 be confirmed as a correct record and signed.

691 Corporate Performance Management 2017/18

The Committee considered Minute 645 of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees, together with a report of the Chief Executive on the Council’s corporate approach to performance management for 2017/18.

In response to questions about Corporate Priority 33 (% of children in good or outstanding schools), and the new achievement data at KS4, the Executive Councillor said that he would consider whether to include this in the Schools Progress update. The Deputy Chief Executive (People) also said that he would be happy to arrange a training session for Members on this new annual set of data.

Resolved:-

That the following decisions of Cabinet be noted:-

1. That the Corporate Priority Performance Indicators to be monitored via the Monthly Performance Report (MPR) for 2017/18, as set out at Appendix 1 to the submitted report, be approved.
2. That the MPR will also include a small basket of indicators (as outlined in paragraph 4.3 of the report) relating to areas where the Council does not have lead responsibility or direct control.
3. That the Corporate Priority Actions, to support implementation of the Council's 2017/18 Corporate Priorities, as set out at Appendix 2 to the report, be approved."

Note:- This is an Executive Function
Executive Councillor:- Lamb

692 Draft Capital Programme 2017/18 to 2020/21

The Committee considered Minute 648 of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Corporate Management Team setting out the draft programme of capital projects for the period 2017/18 to 2020/21.

In response to questions about new scheme C16 (ICT – Children's and Adult Social Care – Development of the Liquid Logic Case Management System), detailed in Appendix 7 (page 9/28), the Deputy Chief Executive (People) said that he would be happy to meet with Members to provide an outline of the system and is also providing a full update to the next meeting of the Audit Committee.

Resolved:

That the following decisions of Cabinet be noted:-

1. That the current approved Programme for 2017/18 to 2019/20 of £125.4m, as set out in Appendix 1 to the submitted report, be noted.
2. That the changes to the approved Programme, as set out in Appendix 2 to the report, be noted.
3. That the proposed new schemes and additions to the Capital Programme for the period 2017/18 to 2020/21 totalling £59.1m of which £52.9m is for the General Fund and £6.2m for the Housing Revenue Account, as set out in Appendices 6 and 7 to the report, be endorsed.
4. That the proposed schemes subject to external funding approval for the period 2017/18 to 2020/21 totalling £42.6m as set out in Appendices 2 and 7 to the report, be endorsed.
5. That it be noted that the proposed new schemes and additions, as set out in Appendices 6 and 7 to the report, and other adjustments as set out in Appendix 2 to the report, will result in a proposed capital programme

(excluding schemes subject to external funding approval) of £185.8m for 2017/18 to 2020/21.

6. That it be noted that of the total programme of £185.8m for the period 2017/18 to 2020/21, the level of external funding supporting this programme is £58.2m.
7. That it be noted that a final review is being undertaken on the 2016/17 outturn and that the results will be included in the report to Cabinet on 14th February 2017.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.
Executive Councillor:- Lamb

693 Draft Fees & Charges 2017/18

The Committee considered Minute 649 of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees, together with a report of the Corporate Management Team detailing the fees and charges for services in 2017/18 included in the budget proposals for 2017/18.

In response to questions from the Committee about the forecast average unit cost of all home care per hour, in Appendix 1 (item 5, page 2), the Deputy Chief Executive (People) agreed to circulate by email clarification on the charge and also the average hourly rate paid to suppliers.

Resolved:-

That the following decision of Cabinet be noted:

“That the proposed fees and charges for each Department as set out in the submitted report and appendices, be endorsed.”

Note:- This is an Executive Function, save the approval of the final budget following Cabinet on 14th February 2017 is a Council Function.
Executive Councillor:- Lamb

694 Draft General Fund Revenue Budget 2017/18

The Committee considered Minute 650 of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees, together with a report of the Corporate Management Team presenting the draft revenue budget for 2017/18.

In response to questions concerning PE2, Learning (Appendix 13, page 3/9), the Director of Learning said that he would supply details of the Schools which the authority provides services to.

With regard to Appendix 7 and 8, draft budget for Children & Learning and for Health & Adult Social Care, the Group Manager, Financial Management, said that he would provide written response on employee costs / overspends and also about the apparent increase in Children and Learning government grants.

Resolved:-

That the following decisions of Cabinet be noted:

1. That the 2017/18 draft revenue budget and any required commencement of consultation, statutory or otherwise, be approved.
2. That it be noted that the 2017/18 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.99%, being 1.99% for general use and 3% for Adult Social Care.
3. That it be noted that the 2017/18 draft revenue budget has been prepared using the provisional local government finance settlement and that the outcome from the final settlement will need to be factored into the final budget proposals for Budget Cabinet and Budget Council.
4. That the 2017/18 draft revenue budget, as endorsed, be referred to all three Scrutiny Committees, Business sector and Voluntary sector to inform Cabinet, which will then recommend the Budget and Council Tax to Council.
5. That the schools position and the recommendations to the Schools Forum on 18th January 2017, as set out in Appendix 14 and 14(i) to the submitted report, be noted and referred to People Scrutiny Committee and then to Cabinet and Council.
6. That the direction of travel for 2018/19 and beyond, as set out in section 15 of the report, be endorsed.”

Note:- This is an Executive Function, save the approval of the final budget following Cabinet on 14th February 2017 is a Council Function.

Executive Councillor:- Lamb

695 Monthly Performance Report

The Committee considered Minute 596 of Cabinet held on 10th January 2017 together with the Monthly Performance Report (MPR) covering the period to end November 2016, which had been circulated recently.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

696 Annual Report on Safeguarding Children and Adults

The Committee considered Minute 598 of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, together with a report of the Deputy Chief Executive (People) on the annual assurance assessment in respect of the Council's responsibilities for safeguarding children and vulnerable adults in Southend.

Resolved:

That the following decision of Cabinet be noted:

“That the report be noted and that the actions detailed in paragraph 3.9 of the submitted report, be approved”.

Note:- This is an Executive Function
Executive Councillors:- Courtenay and Salter

697 Adoption Service Annual Report

The Committee considered Minute 599 of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, together with a report of the Deputy Chief Executive (People) on the activities of the Adoption Service for the period January – December 2016 and, set out for approval, the updated Statement of Purpose.

Resolved:

That the following decisions of Cabinet be noted:

“1. That the Annual Report, as set out in Appendix 1 to the submitted report, be noted.

2. That the updated Statement of Purpose, as set out in Appendix 2 to the report, be approved.”

Note:- This is an Executive Function
Executive Councillor:- Courtenay

698 Fostering Service Annual Report

The Committee considered Minute 600 of Cabinet held on 10th January 2017, which had been referred direct to scrutiny by Cabinet, together with a report of the Deputy Chief Executive (People) which presented the Fostering Service Annual report and the updated Statement of Purpose.

Resolved:

That the following decision of Cabinet be noted:

“That the Annual Report, as set out in Appendix 1 to the submitted report, and Statement of Purpose at Appendix 2 to the report, be approved.”

Note:- This is an Executive Function
Executive Councillor:- Courtenay

699 Standing Order 46

The Committee considered Minute 605 of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet.

Resolved:

That the submitted report be noted.

Note:- This is an Executive Function
Executive Councillor:- As appropriate to the item

700 Scrutiny Committee - updates

The Committee considered a report of the Chief Executive which updated the Committee on a number of health scrutiny matters and other matters relating to the work of the Committee.

The Scrutiny officer advised that with regard to the protocol with the CCG, set out in Appendix 1 to the report, some minor comments had been received from the CCG which will be incorporated into the protocol.

Resolved:-

1. That the report and any actions taken be noted.
2. That the updated protocols between the Scrutiny Committee and NHS Southend CCG (as amended), Healthwatch Southend and the Health & Wellbeing Board attached at Appendices 1, 2 and 3 be agreed and published on the internet.
3. To note that the Chairman, Vice Chairman and Scrutiny Officer will be attending a half day session on scrutiny and Sustainability & Transformation Plans on 6th February 2017.

Note:- This is a Scrutiny Function.

701 Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below, on the grounds that they would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

702 Schools Progress Report

The Committee received and considered a report of the Deputy Chief Executive (People) which informed the Committee on the current position with regard to schools causing concern, including Academy developments. The Director of Learning also provided a verbal update on recent Ofsted Inspections.

Resolved:

That the report be noted.

Note:- This is an Executive Function.
Executive Councillor:- Courtenay

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Policy and Resources Scrutiny Committee

Date: Wednesday, 25th January, 2017

Place: Committee Room 1 - Civic Suite

20

Present: Councillor B Ayling (Chair)
Councillors D Kenyon (Vice-Chair), B Arscott, D Burzotta,
M Butler, N Folkard, J Garston*, I Gilbert, R Hadley, D McGlone,
J Moyies*, C Mulroney, D Norman MBE, G Phillips, J Ware-
Lane, C Walker and R Woodley*
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors Lamb, Holland, Flewitt, Moring and Byford
(Executive Councillors)
Councillors Assenheim, Terry and Ward.
R Tinlin, J K Williams, F Abbott, A Lewis, J Ruffle, J Chesterton,
D Patel, E Cooney, N Corrigan and S Houlden

Start/End Time: 6.30 - 9.30 pm

703 Apologies for Absence

Apologies for absence were received from Councillor Stafford (substitute Cllr Woodley), Councillor Davies (substitute Cllr Moyies) and Councillor D Garston (substitute Cllr J Garston).

704 Declarations of Interest

The following interests were declared at the meeting:-

- (a) Councillors Lamb, Holland, Flewitt, Moring and Byford (Executive Councillors) - interest in the referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;
- (b) Councillor Flewitt – agenda item relating to draft HRA – non-pecuniary – friends and relatives tenants of SEH;
- (c) Councillor D Norman MBE – agenda item relating to draft HRA - attended pursuant to the dispensation agreed by the Standards Committee on 19th February 2015, under S.33 of the Localism Act 2011 to participate in the debate and vote;
- (d) Councillor Burzotta - agenda item relating to draft HRA - attended pursuant to the dispensation agreed by the Standards Committee on 19th February 2015, under S.33 of the Localism Act 2011 to participate in the debate and vote;
- (e) Councillor Assenheim – agenda item relating to draft HRA – non-pecuniary – sister lives in sheltered housing accommodation;
- (f) Councillor Assenheim – agenda item relating to Fees and Charges – member of Jewish Community and Jewish cemetery mentioned as part of debate;
- (g) Councillor Holland – agenda items relating to budget – disclosable non-pecuniary – son works for Council;

- (h) Councillor Lamb - agenda item relating to Summary Report – Hospital non-pecuniary - Partner Governor, representing SAVS at Southend Hospital;
- (i) Councillor Ayling – agenda item relating to in depth scrutiny report update – non-pecuniary – son is a Police Special;
- (j) Councillor Holland - agenda item relating to in depth scrutiny report update – non-pecuniary – son is a Police Sgt.

705 Questions from Members of the Public

Two written questions had been received from Mr Webb for the meeting. Mr Webb was not at the meeting so the responses will be circulated to him.

706 Minutes of the Meeting held on Thursday, 1st December, 2016

Resolved:-

That the Minutes of the Meeting held on Thursday, 1st December, 2016 be confirmed as a correct record and signed.

707 Corporate Performance Management 2017/18

The Committee considered Minute 645 of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees, together with a report of the Chief Executive on the Council's corporate approach to performance management for 2017/18.

In response to questions about Corporate Priority Action 32 (page 15, Appendix 2) relating to expanding the CCTV functionality at Tickfield, the Executive Councillor for Housing, Planning & Public Protection Services said that he would provide a written response to the Committee providing more detail on the investment / equipment etc.

In response to a question regarding the process for adjusting indicators, actions and targets in the light of quarter 4 information, set out in section 3.3 of the covering report, the Leader confirmed that he would be happy to additionally inform the Group Leaders in the process.

In response to questions regarding homelessness, the Executive Councillor for Housing, Planning & Public Protection Services agreed to circulate details to the Committee outlining the number of people housed and their status with regard to local connection.

Resolved:-

That the following decisions of Cabinet be noted:-

- "1. That the Corporate Priority Performance Indicators to be monitored via the Monthly Performance Report (MPR) for 2017/18, as set out at Appendix 1 to the submitted report, be approved.

2. That the MPR will also include a small basket of indicators (as outlined in paragraph 4.3 of the report) relating to areas where the Council does not have lead responsibility or direct control.
3. That the Corporate Priority Actions, to support implementation of the Council's 2017/18 Corporate Priorities, as set out at Appendix 2 to the report, be approved."

Note:- This is an Executive Function
Executive Councillor:- Lamb

708 Council Tax Base & Non Domestic Rating Base 2017/18

The Committee considered Minute 646 of Cabinet held on 19th January 2017, which had been referred direct to Scrutiny by Cabinet, together with a report of the Chief Executive concerning the calculation of the Council Tax Base for 2017/18 and the submission of the National Non Domestic Rates (NNDR1) form to the Department of Communities and Local Government (DCLG) by 31 January 2017.

In response to questions, the Director of Finance said that he would check 3% contingency allowance for non collection across the Council Tax bandings for consideration as part of the 2018/19 Council Tax base.

Resolved:

That the following decisions of Cabinet be noted:-

"1. That in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended by the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003) and Local Government Finance Act 2012 (Calculation of billing authority's council tax base Section 15):

- (i) The Local Council Tax Support Scheme for 2017/18 approved by Council on 15 December 2016, be incorporated into the Council Tax base setting as outlined in Appendices A and B to the submitted report.
- (ii) That the following changes to Council Tax discounts and exemptions approved by Cabinet on 5 January 2016 will remain unchanged from 1 April 2017 and these are incorporated into the Council Tax Base:-
 - Properties requiring or undergoing structural alteration or major repairs (Class D) as allowed by Section 11A of the Local Government Finance Act 2012 is set at 0%.
 - Vacant and substantially unfurnished properties (Class C) as allowed by Section 11A of the Local Government Finance Act 2012 to be entitled to receive a discount of 100% for up to 1 month. If Class D is applicable then there is no entitlement to Class C.

- (iii) That it be noted that the further discounts and exemptions that were approved by Council on 13 December 2012 will remain unchanged from 1 April 2017 and these are incorporated into the Council Tax Base;
- Second homes (Classes A and B) as allowed by Section 1A of the Local Government Finance Act 2012 is set at 0%.
 - Long-term empty homes (Class C) as allowed by Section 11A of the Local Government Finance Act 2012, a surcharge of 50% is set allowing a full charge of 150% where they have been unoccupied for more than 2 years.
 - That a continuous 6 week period of occupancy is required between empty periods before a further discount can be awarded.
2. That the amount calculated by Southend-on-Sea Council as its Council Tax Base for the year 2017/18 shall be 56,917.61.
 3. That the amount calculated by Southend-on-Sea Council as the Council Tax Base in respect of Leigh-on-Sea Town Council for the year 2017/18 shall be 8,717.19.
 4. That it be noted that it will be necessary for the Director of Finance and Resources, in conjunction with the Leader of the Council, to approve the NDR1 form for submission to the DCLG, in line with previous delegated approval, and that the Director of Finance and Resources will include an explanation in a subsequent report to Council as to why it was not practical for Cabinet to use its own delegation.”

Note:- This Function has been delegated to the Executive.
Executive Councillor:- Lamb

709 Draft Housing Revenue Account Budget 2017/18 & Rent Setting

The Committee considered Minute 647 of Cabinet held on 19th January 2017, which had been referred direct to Scrutiny by Cabinet, together with a joint report of the Deputy Chief Executive (People) and Director of Finance and Resources, setting out the Housing Revenue Account (HRA) budget for 2017/18 together with the information necessary to set a balanced budget as required by legislation.

Resolved:

That the following decisions of Cabinet be noted:-

1. That a rent reduction of 1% on secure tenancies, as required by the Welfare Reform and Work Act 2016, be endorsed.
2. That an average rent increase of 4.41% on shared ownership properties, be endorsed.
3. That the proposed rent changes in 1 and 2 above to be effective from 3 April 2017, be endorsed.

4. That the increases in other charges as set out in section 5 of the submitted report, be endorsed.
5. That the management fee and increases in service charges and heating charges proposed by South Essex Homes, as set out in section 6 of the report, be endorsed.
6. That the appropriations to the Repairs Contract Pensions earmarked reserve and the HRA Capital Investment earmarked reserve, as set out in section 8 of the report, be endorsed.
7. That subject to 1 - 6 above, the HRA budget as set out in Appendix 1 to the report, be endorsed.
8. That the value of the Council's capital allowance for 2017/18 be declared as £25.370M, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations, be endorsed."

Note:- This is an Executive Function, save the approval of the final budget following Cabinet on 14th February 2017 is a Council Function. Executive Councillor:- Lamb

710 Draft Capital Programme 2017/18 to 2020/21

The Committee considered Minute 648 of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Corporate Management Team setting out the draft programme of capital projects for the period 2017/18 to 2020/21.

The Director of Digital Futures agreed to respond to questions from Cllr Gilbert about new scheme CE8 (ICT – Enterprise Agreement), detailed in Appendix 7 (page 5/28), about the proposed agreement and if there are some alternative solutions available with regard to licences.

Resolved:

That the following decisions of Cabinet be noted:-

1. That the current approved Programme for 2017/18 to 2019/20 of £125.4m, as set out in Appendix 1 to the submitted report, be noted.
2. That the changes to the approved Programme, as set out in Appendix 2 to the report, be noted.
3. That the proposed new schemes and additions to the Capital Programme for the period 2017/18 to 2020/21 totalling £59.1m of which £52.9m is for the General Fund and £6.2m for the Housing Revenue Account, as set out in Appendices 6 and 7 to the report, be endorsed.
4. That the proposed schemes subject to external funding approval for the period 2017/18 to 2020/21 totalling £42.6m as set out in Appendices 2 and 7 to the report, be endorsed.
5. That it be noted that the proposed new schemes and additions, as set out in Appendices 6 and 7 to the report, and other adjustments as set out in Appendix 2 to the report, will result in a proposed capital programme (excluding schemes subject to external funding approval) of £185.8m for 2017/18 to 2020/21.

6. That it be noted that of the total programme of £185.8m for the period 2017/18 to 2020/21, the level of external funding supporting this programme is £58.2m.
7. That it be noted that a final review is being undertaken on the 2016/17 outturn and that the results will be included in the report to Cabinet on 14th February 2017.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 14th February 2017 is a Council Function.
Executive Councillor:- Lamb

711 Draft Fees & Charges 2017/18

The Committee considered Minute 649 of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees, together with a report of the Corporate Management Team detailing the fees and charges for services in 2017/18 included in the budget proposals for 2017/18.

In response to some questions, the Executive Councillor for Corporate & Community Support Services agreed to forward a written response to the Committee about the burial costs to the Jewish community.

Resolved:-

That the following decision of Cabinet be noted:

“That the proposed fees and charges for each Department as set out in the submitted report and appendices, be endorsed.”

Note:- This is an Executive Function, save the approval of the final budget following Cabinet on 14th February 2017 is a Council Function.
Executive Councillor:- Lamb

712 Draft General Fund Revenue Budget 2017/18

The Committee considered Minute 650 of Cabinet held on 19th January 2017, which had been referred direct by Cabinet to all three Scrutiny Committees, together with a report of the Corporate Management Team presenting the draft revenue budget for 2017/18.

Resolved:-

That the following decisions of Cabinet be noted:

1. That the 2017/18 draft revenue budget and any required commencement of consultation, statutory or otherwise, be approved.
2. That it be noted that the 2017/18 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.99%, being 1.99% for general use and 3% for Adult Social Care.
3. That it be noted that the 2017/18 draft revenue budget has been prepared using the provisional local government finance settlement and

- that the outcome from the final settlement will need to be factored into the final budget proposals for Budget Cabinet and Budget Council.
4. That the 2017/18 draft revenue budget, as endorsed, be referred to all three Scrutiny Committees, Business sector and Voluntary sector to inform Cabinet, which will then recommend the Budget and Council Tax to Council.
 5. That the schools position and the recommendations to the Schools Forum on 18th January 2017, as set out in Appendix 14 and 14(i) to the submitted report, be noted and referred to People Scrutiny Committee and then to Cabinet and Council.
 6. That the direction of travel for 2018/19 and beyond, as set out in section 15 of the report, be endorsed.”

Note:- This is an Executive Function, save the approval of the final budget following Cabinet on 14th February 2017 is a Council Function.

Executive Councillor:- Lamb

713 Notice of Motion - York Road

The Committee considered Minute 593 of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet. This concerned the Notice of Motion considered by Council on 15th December 2016, in relation to the possible compulsory purchase of properties in York Road as a means of addressing anti-social activities in the area. The Motion had been proposed by Councillor Assenheim and seconded by Councillor Terry and was referred to Cabinet in accordance with standing order 8.4.

The Director of Legal & Democratic Services confirmed that while the Council has Compulsory Purchase Order (CPO) powers under the Town & Country Planning Act 1990 to facilitate the carrying out of development, redevelopment or improvement, the Council has no specific CPO powers to tackle criminal or anti-social behaviour and CPO powers must be exercised for their intended Legislative purpose.

Resolved:-

1. That the following decisions of Cabinet be noted:-
 - “1.1 That it be noted that compulsory purchase order action is not an appropriate procedure to address the problems in York Road.
 - 1.2 That it also be noted that any criminal and anti-social issues in York road should be addressed under the criminal law and the remedies available under the Anti-social Behaviour Crime and Policing Act 2014.
 - 1.3 That the situation in relation to York Road be kept under review.”
2. That, in accordance with Council Procedure Rule 39, the matter be referred to Council for decision.

Note:- This is an Executive Function.

Executive Councillor:- Flewitt

714 Notice of Motion - State Pension Arrangements for 1950s Women

The Committee considered Minute 594 of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet. This concerned

the Notice of Motion considered by Council on 15th December 2016, proposing that “the Council calls upon the Government to make fair transitional state pension arrangements for all women born on or after 6th April 1951, who have unfairly borne the burden of the increase to the State Pension Age (SPA) with lack of appropriate notification.” The Motion had been proposed by Councillor Ware-Lane and seconded by Councillor McDonald was referred to Cabinet in accordance with standing order 8.4.

Resolved:-

That the following decision of Cabinet be noted:-

“That the Motion be adopted.”

Note:- This is an Executive Function.

Executive Councillor:- Moring

715 Monthly Performance Report

The Committee considered Minute 596 of Cabinet held on 10th January 2017 together with the Monthly Performance Report (MPR) covering the period to end November 2016, which had been circulated recently.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

716 Council Debt Position - 30th November 2016

The Committee considered Minute 597 of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, together with a report of the Chief Executive informing Members of the current outstanding debt to the Council as at 30th November 2016 and debts that had been, or are recommended for write-off.

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the current outstanding debt position as at 30th November 2016 and the position of debts written off to 30th November 2016, as set out in Appendices A and B to the submitted report, be noted.

2. That the write-offs as set out in Appendix B to the report, be approved.”

Note:- This is an Executive Function

Executive Councillor:- Moring

717 Minutes of the Performance Related Pay Panel held 13th December 2016

The Committee considered Minute 604 of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, concerning the recommendations of the Performance Related Pay Panel held on 13th December 2016 on senior managers pay.

Resolved:-

That the following decisions of Cabinet be noted:

- “1. That Senior Manager pay ranges move to a ‘spot’ salary as detailed in Appendix 1 to the submitted report to the Pay Panel.
2. That the principles of the Council’s PRP Scheme be maintained and that the scheme be amended in line with 1 above. The revised scheme will continue to ensure that the performance of Senior Managers against agreed objectives will be monitored and assessed through an annual appraisal cycle.
3. That the changes be incorporated in the Council’s Pay Policy Statement for 2017/18 and are therefore effective from 1st April 2017.”

Note:- This is an Executive Function
Executive Councillor:- Lamb

718 Standing Order 46

The Committee considered Minute 605 of Cabinet held on 10th January 2017, which had been referred direct to scrutiny by Cabinet.

Resolved:

That the submitted report be noted.

Note:- This is an Executive Function
Executive Councillor:- As appropriate to the item

719 Summary Reports to Scrutiny Committee

Further to Minute 370 of the meeting held on 13th October 2016, the Committee considered the following reports:-

- (a) Essex Fire Authority – Report from Councillor Woodley and Report from EFA to Constituent Authorities presented by Councillor Holland;
- (b) Southend University Hospital – Report from Councillor Davidson;
- (c) Essex Police & Crime Panel – Report from Councillor Flewitt; and
- (d) Kent & Essex Inshore Fisheries & Conservation Authority – Report from Councillor Lamb.

Resolved:

That the Summary Reports be noted.

720 In-depth Scrutiny Project - 'To investigate the case for additional enforcement resources for Southend'

The Committee received an oral update on the progress that had been made in respect of the agreed joint in-depth scrutiny project for 2016/17 entitled 'To investigate the case for additional enforcement resources for Southend'.

Resolved:-

That the progress be noted.

Note:- This is a Scrutiny Function.

721 Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below, on the grounds that they would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

722 Establishing a Special Purpose Vehicle with South Essex College

The Committee considered Minute 608 of Cabinet held on 10th January 2017, which had been referred direct to Scrutiny by Cabinet, together with a report of the Deputy Chief Executive (Place) on the above.

Resolved:-

That the following decision of Cabinet be noted:-

“That the recommendations in the submitted report, be approved.”

||

Note:- This is a Council Function
Executive Councillor:- Lamb

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Health & Wellbeing Board

Date: Wednesday, 1st February, 2017

Place: Committee Room 3 - Civic Suite

21

- Present:** Councillor L Salter (Chair)
Dr J G Lobera (Deputy Chair),
Councillors Callaghan, Lamb and Evans,
Ms M Craig, Mr S Leftley, Ms A Semmence, Mr N Leitch, Ms
A Atherton, Ms L Chidgey, Ms A Clare, *Ms L Crabb and Mr A
Vowles.
- In Attendance:** Mr R Harris, Mr R Walters and Councillor Moyies (observer – People
Scrutiny Committee Chairman).
- Start/End Time:** 5.00 - 6.15 pm

723 Welcome and Apologies for Absence

Apologies for absence were received from Councillors Ayling and Willis (no substitutes). Apologies were also received from Mr R Tinlin, Ms S Morris, Dr Chaturvedi, Ms C Panniker, Mr I Stidston and Ms M O'Callaghan (sub: Ms L Crabb).

724 Declarations of Interest

Councillor Salter - Minute 731 (Sustainability & Transformation Plan (STP) Status Briefing – Non-pecuniary interest – husband is Consultant Surgeon at Southend Hospital and holds senior posts at the Hospital; son-in-law is GP; daughter is a doctor at Broomfield Hospital.

725 Questions from Members of the Public

There were no questions from the public at this meeting.

726 Minutes of the Meeting held on Wednesday 7th December, 2017

Resolved:-

That the Minutes of the Meeting held on Wednesday 7th December 2016 be confirmed as a correct record and signed.

727 Locality Approach and Complex Care Co-ordination Service

The Board considered a joint report from the Head of Integrated Care Commissioning and BCF Project Manager which provided a briefing update on the formation of commissioning localities for health and social care in Southend-on-Sea and the commissioning and 'go live' of the Complex Care Coordination service.

The Board asked a number of questions which were responded to by the BCF Project Manager.

Resolved:

1. That the updates on both the locality approach and the complex care coordination service be noted.

728 Integrated Community Health and Social Care Services - The Next Steps

The Board considered a report from the BCF Project Manager which provided an update regarding community health and social care integration and sought approval to explore the opportunities to further integrate community health and social care services.

The Board asked a number of questions which were responded to be the BCF Project Manager.

The Board discussed the provision of mental health and dementia services in the borough. The Board recognised that there was a significant and growing demand for mental health services and that work was underway to address the specific issues for mental health. The Board also noted that the dementia services for Southend had recently been remodelled and was now fully integrated within health and social care services/provision.

Resolved:

That the commissioning of a joint report by Southend-on-Sea Borough Council (SBC), Southend Clinical Commissioning Group (SCCG) and Southend Public Health, which explores the community health and social care integration opportunities and evaluates the options be approved and that the recommendations on the way forward be submitted to a future meeting of the Board for consideration and approval.

729 Inclusion of health related performance measures for Southend Council's Corporate Monthly Performance Report

The Board considered a report from the Council's Team Leader, Policy and Information Management Team, which sought consideration of appropriate health related performance measures for inclusion in the Council's Corporate Monthly Performance Report (MPR) from April 2017.

The Board noted that the Council's Cabinet had agreed that the MPR should include a small basket of indicators which related to areas where the Council does not have lead responsibility or direct control but were important to the Council to achieve its priorities. The Board are therefore asked to consider and agree which performance measures would be the most appropriate for inclusion.

The Board discussed the potential additional performance measures (as set out in paragraph 3.6 of the report) which could be included in the Council's MPR

and stressed that the performance measures must provide added value and clear on the reasons why the information is needed and how it will be used. The Board suggested that the Council's Policy and Information Management Team liaise with the Southend CCG to identify an appropriate list of 4 or 5 basket of indicators.

Resolved:

That the Council's Policy and Information Management officers liaise with the Southend CCG to identify the 4 or 5 additional performance measures which could be included in the Council's MPR and that the proposed basket of indicators be considered at a future meeting of the Board.

730 Southend LSCB and SAB Annual Reports on the Effectiveness of Safeguarding Services 2015-16

The Board considered for information the Local Safeguarding Children Board (LSCB) and Safeguarding Adults Board (SAB) Annual Reports for 2015-16 which provided an assurance statement of the effectiveness of safeguarding services in Southend and identified areas for development for consideration by other strategic and commissioning bodies when reviewing their strategic and business plans for the new financial year 2017-18.

Resolved:

1. That the Board ensures that the areas for development identified in the LSCB and SAB Annual Reports for 2015-16 (appendices 1 and 2) and in sections 3.1 and 3.2 of the report are reflected in the Boards strategic planning for the coming year.
2. That the Schematic of Strategic Leads for Safeguarding and Community Safety Priorities set out in appendix 3 to the report be approved.

731 Sustainability & Transformation Plan (STP) Status Briefing

The Board considered a report from the Programme Director, Mid and South Essex Success Regime, which provided an update on the progress of the Mid and South Essex Success Regime (SR) and Sustainability and Transformation Plan (STP).

Resolved:

1. That the update and continuing opportunities to give views on the STP and developing options for service change be noted.
2. That the Board continues to participate in discussions with the Mid and South Essex SR and STP engagement and consultation programmes, which include stakeholder meetings and meetings of the Southend, Essex and Thurrock Boards.

732 Southend Multi-Agency Risk Assessment Team (MARAT) - Review of Progress

The Board considered a joint report from the external consultant and the Council's Group Manager for Children's Services which provided an update on the progress to date of the Southend Multi Agency Risk Assessment Team (Southend MARAT).

Resolved:

That it be noted that a further review of the progress of the Southend MARAT would be undertaken in April 2017 and that the review would consider the Southend MARAT, Essex MARAT and Thurrock MASH/MARAC processes and would be a joint SET review process.

733 HWB Forward Plan

The Board considered the Board's Forward Plan of activity for the period June 2016 to March 2017.

Resolved:

That the Forward Plan be noted.

734 A Better Start Southend - Strategic Proposition for 2017/18

The Board considered a report from the Interim Programme Director, A Better Start, which set out the strategy and delivery focus for the Better Start Programme for 2017/18. In addition to the report the Board also received the latest financial commitments allocated to support the projects being delivered under the ABSS programme.

The Board asked a number of questions which the Interim Programme Director responded to. The Board welcomed the proposals and emphasised that this was a significant step forward in the delivery of the programme.

Resolved:

1. That the strategic direction and priorities set out in the report be endorsed.
2. That the sign-off of the final version of this proposal (including all financial detail) be delegated to the Partnership Board to meet the Big Lottery Fund's deadline of 3rd February 2017.
3. That the sign-off of the second part of the submission which will set out the detail of the projects to be delivered be delegated to the Partnership Board.

735 Date and time of future meetings

Wednesday 22nd March 2017 at 5pm – Venue to be confirmed.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Appeals Committee B

Date: Thursday, 2nd February, 2017

Place: Darwin Room - Tickfield

22

Present: Councillor
Councillors N Folkard (Vice-Chair), M Borton, D Kenyon, M Butler
and B Arscott

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors
R Harris

Start/End Time: 10.00 am - 3.30 pm

736 Apologies for Absence

Apologies for absence were received from Councillors Phillips (substitute: Cllr Arscott), D Garston (substitute: Cllr Butler), Aylen (no substitute) and Nevin (no substitute).

737 Declarations of Interest

There were no declarations of interest at this meeting.

738 Minutes of the Meeting held on 7th November 2016

Resolved:-

That the Minutes of the Meeting held on 7th November 2016 be confirmed as a correct record and signed.

739 Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the item of business set out below, on the grounds that it would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

740 Appeal Against Dismissal - Employee JC

The Committee considered an appeal against dismissal submitted by employee JC. The Council's case was presented by JO, supported by LF. The Council called 2 witnesses who responded to questions.

The appellant, JC was in attendance and presented their case, supported by GU

(friend/colleague). The appellant called two witnesses who responded to questions.

Having considered all the evidence and submissions made, the Committee:

Resolved:

1. That the decision to dismiss Employee JC on the grounds of gross misconduct be upheld.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Licensing Sub-Committee A

Date: Monday, 6th February, 2017
Place: Committee Room 1 - Civic Suite

23

Present: Councillor D McGlone (Chairman)
Councillors S Buckley and D Kenyon

In Attendance: P Tremayne, T Row, M Newton and A Penn

Start/End Time: 10.00 am - 12.25 pm

741 Apologies for Absence

There were no apologies for absence.

742 Declarations of Interest

No interests were declared at the meeting.

743 Application for Grant of Premises Licence - The Crafty Half, 1376 London Road, Leigh on Sea, Essex SS9 2UH

The Sub Committee received a report of the Deputy Chief Executive (Place) concerning an application made by Mr Stephen Warner for the grant of a Premises Licence in respect of The Crafty Half, 1376 London Road, Leigh on Sea, Essex SS9 1UH.

The Application was presented by the applicant, Mr Warner. Karen Russ, the applicant's partner, also attended the hearing and gave evidence. At the hearing the applicant agreed for the application to be amended so that licensing hours would commence at 10.00 a.m., daily.

The Sub Committee noted that no objections had been received from any of the Responsible Authorities, although one objection had been received from a local resident, Geethu Sanesh. Mrs Sanesh attended the hearing and gave evidence. The objections related to three of the licensing objectives, namely the prevention of crime and disorder, the prevention of public nuisance and the protection of children from harm.

The Sub Committee listened to all the evidence and submissions, and read all the documents. It had regard to the Statutory Guidance Notes and Southend-on-Sea Borough Council's Statement of Licensing Policy. The Sub Committee further considered the four licensing objectives namely the prevention of crime and disorder, public safety, the prevention of public nuisance and the protection of children from harm.

On the basis of the evidence presented to it, the Sub Committee considered that the licensing objectives and the objector's concerns would be adequately addressed by the proposed conditions to be imposed on the licence. The Sub Committee therefore:

Resolved:

That the amended application, for the supply of alcohol for consumption off the premises on Mondays to Saturdays from 10.00 a.m. to 10.00 p.m. and on Sundays from 10.00 a.m. until 4.00 p.m., be granted subject to:

(i) The Mandatory Conditions set out in Appendix 1 to the report of the Deputy Chief Executive (Place); and

(ii) The Conditions set out in Appendix 2 to the report of the Deputy Chief Executive (Place).

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Development Control Committee

Date: Wednesday, 8th February, 2017

Place: Committee Room 1 - Civic Suite

24

Present: Councillor D Garston (Vice-Chair in the Chair)
Councillors D McGlone*, D Garston (Vice-Chair), B Arscott,
M Assenheim, M Borton, F Evans, N Folkard, J Garston, R Hadley,
A Jones, C Mulroney, D Norman MBE, P Van Looy, C Walker,
H Boyd, D McGlone and N Ward*
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: J K Williams, P Geraghty, D Hermitage, C Galforg, J Rowley,
M Warren and T Row

Start/End Time: 2.00 - 3.30 pm

744 Apologies for Absence

Apologies for absence were received from Councillors Waterworth (Substitute: Councillor McGlone), Ayling (Substitute: Councillor Ward), Butler (Substitute: Councillor Boyd) and Callaghan (no substitute).

745 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Evans – Agenda Item No. 6 - 16/02213/FUL - 7-9 Landsdowne Avenue, Leigh on Sea – Non-pecuniary interest: Customer at the premises;

(b) Councillor Hadley – Agenda Item No. 4 - 16/02207/BC4M - Centurion Close, Shoeburyness – Non-pecuniary interest: Member of the Management Committee of the Community Centre;

(c) Councillor Hadley – Agenda Item No. 8 - 16/01497/FUL - 149 Leigh Road, Leigh-on-Sea – Disqualifying non-pecuniary interest: Chairman of the Licensing Committee (withdrew);

(d) Councillor Jones – Agenda Item No. 10 - 16/02061/FUL - Rear Of 2-10 Camper Road, Southend-on-Sea – Non-pecuniary interest: Objector/public speaker is known to her via Labour Party (RSE);

(e) Councillor McGlone – Agenda Item No.7 - 16/02066/FULM - Southend High School For Girls, Southchurch Boulevard – Non-pecuniary interest: Ex-employee of the School;

(f) Councillor McGlone – Agenda Item No. 8 - 16/01497/FUL - 149 Leigh Road, Leigh-on-Sea – Disqualifying non-pecuniary interest: Vice-Chairman of the Licensing Committee (withdrew);

(g) Councillor Mulroney – Agenda Item No. 8 -16/01497/FUL - 149 Leigh Road, Leigh-on-Sea – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);

(h) Councillor Van Looy – Agenda Item No. 8 -16/01497/FUL - 149 Leigh Road, Leigh-on-Sea – Non-pecuniary interest: Applicant is known to him;

(i) Councillor Van Looy – Agenda Item No. 10 - 16/02061/FUL - Rear Of 2-10 Camper Road, Southend-on-Sea – Non-pecuniary interest: Applicant is known to him;

(j) Councillor Walker – Agenda Item No. 6 - 16/02213/FUL - 7-9 Lansdowne Avenue. Leigh-on-Sea – Non-pecuniary interest: Applicant is known to him;

(k) Mr P Geraghty –Agenda Item No. 4 - 16/02207/BC4M - Centurion Close, Shoeburyness – Disqualifying non-pecuniary interest: Sits on the project board (withdrew).

746 Supplementary Report

The Committee received a supplementary report by the Deputy Chief Executive (Place) that provided additional information on items referred to elsewhere on the Agenda.

747 16/02207/BC4M - Centurion Close, Shoeburyness (Shoeburyness Ward)

Proposal: Demolish existing buildings and erect nursery and playground with ancillary community hall use (Class D1), erect nine dwellinghouses, layout parking, install vehicular access on to Centurion Close and associated landscaping

Applicant: Public Sector Partnership (Southend) LLP

Agent: Bidwells

Planning permission GRANTED subject to the following conditions:

01 The development hereby permitted shall be begun not later than 3 years beginning with the date of this permission.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02 The development shall be carried out in accordance with the approved plans:

729_P_700; 729_P_702; 729_P_703; 729_P_704; 729_P_705; 734_P_706; 734_P_707; 729_P_708; 729_P_710; 729_P_712; 729_P_713; 729_P_714; 729_P_718; 729_P_720; 729_P_721; 729_P_722; 729_P_723; 729_P_724; 729_P_725; 734_P_730; 734_P_731 ; 734_P_732; 734_P_73 P2; 734_P_734; 734_P_735; 734_P_737; 734_P_740; 734_P_741; 734_P_742; 734_P_743

Reason: To ensure the development is carried out in accordance with the development plan.

03 No construction works for the nursery building above the floor slab level shall take place until samples and product details of the materials to be used in the construction of the external elevations of the nursery building hereby permitted, including cladding, fenestration, canopy and screening have been submitted to and approved in writing by the local planning authority. The development shall be carried out in accordance with the approved details.

Reason: To safeguard character and appearance of surrounding area in accordance with Policies KP2 and CP4 of the Core Strategy and Policy DM1 of the Development Management DPD 2015 and the Design and Townscape Guide 2009

04 No construction works for the dwellings shall take place until samples and product details of the materials to be used in the construction of the external elevations of the buildings hereby permitted, including cladding, screening, balustrades, glazed brickwork and fenestration have been submitted to and approved in writing by the local planning authority. The development shall be carried out in accordance with the approved details.

Reason: To safeguard character and appearance of surrounding area in accordance with Policies KP2 and CP4 of the Core Strategy and Policy DM1 of the Development Management DPD 2015 and the Design and Townscape Guide 2009

05 No construction works for the housing above the floor slab level shall take place until details of fenestration including reveals, brick patterning panels, and glazed brickwork within window frames, at a scale of at least 1:20 have been submitted to and approved in writing by the local planning authority. The development shall be carried out in accordance with the approved details.

Reason: To safeguard character and appearance of surrounding area in accordance with Policies KP2 and CP4 of the Core Strategy and Policy DM1 of the Development Management DPD 2015 and the Design and Townscape Guide 2009

06 Prior to the display of any signage relating to the Nursery details shall be submitted to an approved by the Local Planning Authority and the signage shall be displayed only in accordance with the approved details.

Reason: To safeguard character and appearance of surrounding area in accordance with Policies KP2 and CP4 of the Core Strategy and Policy DM1 of the Development Management DPD 2015 and the Design and Townscape Guide 2009

07 No construction works for the nursery building above the floor slab level shall take place until full details of both hard and soft landscape works have been submitted to and approved in writing by the local planning authority and these works shall be carried out as approved. These details shall include: proposed finished levels or contours; means of enclosure, boundary treatment, forecourt, pedestrian access and circulation areas; hard surfacing materials; minor artefacts and structures (eg. furniture, benches, bollards, refuse or other storage units, lighting etc.)

Details for the soft landscape works shall include the number, size and location of the trees, shrubs and plants to be planted together with a planting specification, and landscape management plan, site preparation and planting details, long term design objectives, management responsibilities and maintenance schedules for all landscape areas

The hard landscaping shall be installed prior to first occupation of the development and the soft landscaping works shall be implemented prior to the end of the first planting season following first occupation of the development. Management of the landscaping shall be implemented in accordance with the agreed management plan.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy DPD1, Policy DM1 of the Development Management DPD 2015 and the Design and Townscape Guide 2009.

08 No construction works for the dwellings shall take place until full details of both hard and soft landscape works have been submitted to and approved in writing by the local planning authority and these works shall be carried out as approved. These details shall include: proposed finished levels or contours; means of enclosure, boundary treatment, forecourt, shared space and pedestrian access and circulation areas; details of the method of preventing vehicular access between the site and The Renown; hard surfacing materials; minor artefacts and structures (eg. planters, furniture, benches, bollards, refuse or other storage units, lighting etc.)

Details for the soft landscape works shall include the number, size and location of the trees, shrubs and plants to be planted together with a planting specification, details for the soft landscape works shall include the number, size and location of the trees, shrubs and plants to be planted together with a planting specification, and landscape management plan, site preparation and planting details, long term design objectives, management responsibilities and maintenance schedules for all landscape areas

The hard landscaping shall be installed prior to first occupation of the development and the soft landscaping works shall be implemented prior to the end of the first planting season following first occupation of the development and planting to all public areas permanently retained thereafter. Management of the landscaping shall be implemented in accordance with the agreed management plan.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy DPD1, Policy DM1 of the Development Management DPD 2015 and the Design and Townscape Guide.

09 The nursery shall not be occupied until 8 car parking spaces have been laid out within the site in accordance with drawing P_702 and shown as Nursery Staff Parking and Parent Drop - off. The parking spaces shall be permanently retained thereafter for the parking of staff and visitors to the development.

Reason: To ensure that adequate car parking is provided and retained to serve the nursery development in accordance with Policies CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

10 No dwelling shall be occupied until 2 parking spaces per dwelling and the “New Mews” shared surface has been laid out within the site in accordance with drawing P_702 to serve the dwellings and to allow vehicles to access the site and for vehicles to turn so that they may enter and leave the site in forward gear. The parking spaces/shared space shall be permanently retained thereafter, the parking shall be retained for occupiers and visitors to the development.

Reason: To ensure that adequate car parking and access is provided and retained to serve the houses development in accordance with Policies CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

11 Access to the Renown from the development shall be restricted to pedestrian and cycle access only.

Reason: In the interest of highway safety in accordance with Policies CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

12 The nursery development shall not be occupied until a parking management plan for the nursery development has been submitted to and agreed in writing by the Local Planning Authority. On first occupation of the Nursery development the agreed management plan shall be implemented as approved.

Reason: To ensure that the car parking is satisfactorily managed in the interests of traffic management and highway safety in accordance with Policies KP2 and CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

13 No construction works for the nursery building above the floor slab level shall take place until details of refuse store have been submitted to and approved by the Local Planning Authority. The refuse store shall be installed as in accordance with the approved details prior to first occupation of the development and permanently retained thereafter. Waste storage and collection from the development shall be carried out in accordance with details set out in the submitted Design and Access Statement dated December 2016

Reason: In the interest of visual amenity and to ensure that satisfactory waste management is undertaken in the interests of highway safety and visual amenity and to protect the character of the surrounding area, in accordance with Policies KP2 and CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

14 No construction works for the housing development above the floor slab level shall take place until details of the refuse stores shown on plan No P_702 have been submitted to and approved by the Local Planning Authority. The refuse stores shall be installed in accordance with the approved details prior to

first occupation of the housing development and permanently retained thereafter.

Reason: In the interest of visual amenity and to protect the character of the surrounding area, in accordance with Policies KP2 and CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

15 The Nursery development shall not be occupied until details of secure, covered cycle parking spaces to serve the development have been submitted to and agreed in writing by the Local Planning Authority. The approved scheme shall be implemented on first occupation and shall be permanently retained thereafter.

Reason: To ensure that adequate cycle parking is provided and retained to serve the development in accordance with Policies CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

16 No development shall take place for any phase of the development (as defined in the Design and Access Statement dated December 2016) including any works of demolition, until a Construction Method Statement for that phase of the development has been submitted to, and approved in writing by, the local planning authority. The approved Statement shall be adhered to throughout the construction period for the related phase of development. The Statement shall provide, amongst other things, for:

- i) the parking of vehicles of site operatives and visitors
- ii) loading and unloading of plant and materials
- iii) storage of plant and materials used in constructing the development
- iv) the erection and maintenance of security hoarding
- v) measures to control the emission of dust and dirt during construction
- vi) a scheme for recycling/disposing of waste resulting from demolition and construction works that does not allow for the burning of waste on site.

Reason: In the interests of visual amenity and the amenities of surrounding occupiers to Policies Policy DM1 and MD3 of the Development Management DPD 2015.

17. No mechanical plant or extraction/ventilation equipment to serve the Nursery shall be installed unless details of the proposed plant or extraction/ventilation equipment have previously been submitted to and agreed by the Local Planning Authority. The equipment shall be installed and retained thereafter in accordance with the approved plans and details. With reference to BS4142, the noise rating level arising from all plant and extraction/ventilation equipment should be at least 5dB(A) below the prevailing background at 3.5 metres from the ground floor façades and 1m from all other facades of the nearest noise sensitive property with no tonal or impulsive character. Appropriate mitigation should then be recommended as necessary.

Reason: In the interests of visual amenity and the amenities of surrounding occupiers to Policies Policy DM1 and DM3 of the Development Management DPD 2015.

18. No meter boxes shall be installed on the front of the dwellings or side elevations of the dwellings that face a highway. No meter boxes shall be installed on the eastern or northern elevation of the nursery building unless their design and location has previously been submitted to and agreed by the Local Planning Authority prior to installation and the meter boxes installed thereafter in accordance with the approved details.

Reason: In the interests of visual amenity in accordance with Policies DM1 and MD3 of the Development Management DPD 2015 and the Design and Townscape Guide 2009.

19 Prior to installation of any external lighting to the development, details of the lighting shall be submitted to and approved by the Local Planning Authority and the lighting shall only be installed and retained in accordance with the approved details.

Reason: In the interest of the visual amenities and character of the area, and to protect the amenities of surrounding occupiers in accordance with Policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015 and the Core Strategy 2009.

20 No development shall take place until details of the implementation, maintenance and management of a scheme for surface water drainage works have been submitted to and approved by the local planning authority. The scheme shall be implemented and thereafter managed and maintained in accordance with the approved details. Those details shall include:

- i) An investigation of the feasibility of infiltration SUDS as the preferred approach to establish if the principles of any infiltration based surface water drainage strategy are achievable across the site, based on ground conditions. Infiltration or soakaway tests should be provided which fully adhere to BRE365 guidance to demonstrate this. Infiltration features should be included where infiltration rates allow;
- ii) Drainage plans and drawings showing the proposed locations and dimensions of all aspects of the proposed surface water management scheme. The submitted plans should demonstrate the proposed drainage layout will perform as intended based on the topography of the site and the location of the proposed surface water management features;
- iii) a timetable for its implementation; and
- vii) a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme throughout its lifetime.

Reason: To prevent flooding by ensuring the satisfactory storage and disposal of surface water from the site for the lifetime of the development and to prevent environmental and amenity problems arising from flooding in accordance with Policy KP2 and CP4 of the Core Strategy 2007 and area in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policy DM2 of the Development Management DPD 2015.

21 Demolition or construction works shall not take place outside 07:30hours to 18:00hours Mondays to Fridays and 08:00hours to 13:00hours on Saturdays nor at any time on Sundays or Bank Holidays.

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character the area in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

22 No construction works above the level of the floor slab of the Nursery shall take place until details of the proposed Photovoltaic cells set out in the submitted Energy and Sustainability Statement by Norman Bromley Partnership have been submitted to and approved in writing by the Local Planning Authority. The scheme as approved shall be implemented and brought into use on first occupation of the Nursery development.

Reason: To ensure the development maximises the use of renewable and recycled energy, water and other resources, in accordance with Policy KP2 of the Core Strategy DPD1 and Policy DM2 of the Development Management DPD 2015.

23 No construction works above the level of the floor slab of the dwellings shall take place until details of the proposed Photovoltaic cells set out in the submitted Energy and Sustainability Statement by Norman Bromley Partnership have been submitted to and approved in writing by the Local Planning Authority. The scheme as approved shall be implemented and brought into use on first occupation of the dwellings.

Reason: To ensure the development maximises the use of renewable and recycled energy, water and other resources, in accordance with Policy KP2 of the Core Strategy DPD1 and Policy DM2 of the Development Management DPD 2015.

24 Notwithstanding the provisions of Schedule 2 Part 1 Classes A, B, C, D or F and Schedule 2 part 2 Class A of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (or any order revoking, re-enacting or modifying that Order), no development extensions or alterations to the dwellings or walls or fences or other means of enclosure shall be erected unless previously agreed in writing by the Local Planning Authority.

Reason: In order to protect the character and visual amenities of the development and the surrounding area and the amenities of occupiers in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policy DM1 and DM3 of the Development Management DPD 2015 and the Design and Townscape Guide 2009.

25 No construction works above the level of the floor slab shall take place until details of the new accesses, removal of the existing redundant crossovers and street furniture, carriageway widening, on street car parking spaces and public realm improvements (e.g new paving to the front of the site) as shown on plan ref 729 P_708 have been submitted to Southend Borough Council (as local planning authority and highway authority) and the Council has approved in writing a full scheme of works and the relevant highways approvals are in place.

The development shall be carried out in accordance with the approved details and retained thereafter.

Reason: In the interests of sustainability, accessibility, highways management, efficiency and safety in accordance DPD1 (Core Strategy) 2007 policy KP2, KP3 and CP3, Policy DM1 and DM15 of the Development Management DPD 2015.

26 The Nursery building shall only be used for purposes within Class D1 of the Town and Country Planning (Use Classes) Order 1987 as amended April 2005 (or any statutory modification or re-enactment or replacement thereof (as the case may be) for the time being in force).

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers to protect the character the area in accordance and to ensure that parking provision to serve the development is sufficient, in accordance with KP2, CP3 and CP4 of the Core Strategy DPD1 and Policies DM1, DM3 and DM15 of the Development Management DPD 2015.

27 The rating level of noise for all activities associated with the Nursery/Community Hall (including amplified and unamplified music) should be at least 10dB(A) below the background noise (with no tonal elements) to ensure inaudibility in noise sensitive premises. If noise modelling software is used to calculate the likely levels or impact of the noise then any actual measurement taken such as LA90 must be taken in accordance with BS7445. The assessment should be carried out by a suitably qualified and experienced acoustic consultant who would normally be a member of the Institute of Acoustics.

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character the area in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

28 The Nursery/Community Hall building shall not be open for use outside the hours of 7:00 – 23:00 hours Monday to Friday, 9.00 to 23:00 Saturdays and 9.00 to 17:00 Sundays and Bank Holidays.

Reason: In order to protect the surrounding occupiers and to protect the character the area in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

29 Prior to first occupation of the Nursery a Travel Plan must be submitted to and approved in writing by the local planning authority. The Travel Plan must include details of:

- (a) A comprehensive survey of all users of the nursery school;
- (b) Targets set in the Plan to reduce car journeys to the nursery school;
- (c) A timetable from implementation
- (d) Details of how the Travel Plan will be regularly monitored and amended, if necessary, if targets identified in the Plan are not being met over a period of 5 years from the date the new Nursery school building is occupied.

At the end of the first and third years of the life of the Travel Plan, reports monitoring the effectiveness of the Travel Plan and setting out any proposed changes to the Plan to overcome any identified problems must be submitted to and approved in writing by the local planning authority. The Travel Plan must be implemented in accordance with the approved details unless otherwise agreed in writing with the local planning authority.

Reason: In the interests of sustainability, accessibility, highways efficiency and safety, residential amenity and general environmental quality in accordance with Policies CP3 of the Core Strategy DPD1 and Policy DM15 of the Development Management DPD 2015.

30 The external intrusive noise mitigation measures for the residences set out in the acoustic report submitted by Hepworth Acoustics dated December 2016 (including double glazing, external fabric specification and boundary treatment) shall be implemented to ensure that internal and external noise levels will meet the recommended acoustic criteria based on the guidelines set out in BS 8233: 2014.

Reason: In order to protect the amenities of future occupiers of the dwellings in accordance with policies DM1 and DM3 of the Development Management DPD 2015.

31 The external intrusive noise mitigation measures for the Nursery set out in the acoustic report submitted by Hepworth Acoustics dated December 2016 shall be implanted to ensure that indoor noise levels meet the recommended acoustic criteria based on the guidelines set out in BB93.

Reason: In order to protect the amenities of future users of the Nursery in accordance with policies DM1 and DM3 of the Development Management DPD 2015.

32 During any Construction and Demolition there shall be no burning of waste material on the site.

Reason: In order to protect the amenities of surrounding residents in accordance with policies KP2 and CP4 of the Core Strategy DPD1.

33. A full asbestos survey of the building(s) to be demolished shall be carried out by a suitably qualified person prior to demolition. Any asbestos containing material(s) (ACM) must be removed and disposed off-site to a facility licenced by the Environment Agency. A waste transfer certificate must be submitted to the local planning authority prior to development commencing.

Reason: In order to protect the amenities of surrounding occupiers in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

34. Contaminated Land

1. Site Characterisation

With the exception of demolition, grubbing up of foundations and site clearance no development shall take place until an assessment of the nature and extent of contamination has been submitted to and approved in writing by the Local

Planning Authority. This assessment must be undertaken by a competent person, and shall assess any contamination on the site, whether or not it originates on the site. Moreover, it must include:

- (i) a survey of the extent, scale and nature of contamination;
- (ii) an assessment of the potential risks to:

- human health,
- property (existing or proposed) including buildings, crops, livestock, pets, woodland and service lines and pipes,
- adjoining land,
- groundwaters and surface waters,
- ecological systems,
- archaeological sites and ancient monuments;

2. Submission of Remediation Scheme

With the exception of demolition, grubbing up of foundations and site clearance no development shall take place until a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historical environment has been submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures. The scheme must ensure that the site will not qualify as contaminated land under Part 2A of the Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

3. Implementation of Approved Remediation Scheme

The remediation scheme shall be implemented in accordance with the approved timetable of works. Within 3 months of the completion of measures identified in the approved remediation scheme, a validation report (that demonstrates the effectiveness of the remediation carried out) must be submitted to the Local Planning Authority.

4. Reporting of Unexpected Contamination

In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing within 14 days to the Local Planning Authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination development must be halted on that part of the site.

An assessment must be undertaken in accordance with the requirements of condition 1, and where remediation is necessary a remediation scheme, together with a timetable for its implementation, must be submitted to and approved in writing by the Local Planning Authority in accordance with the requirements of condition 2.

The measures in the approved remediation scheme must then be implemented in accordance with the approved timetable. Following completion of measures identified in the approved remediation scheme a validation report must be submitted to and approved in writing by the Local Planning Authority in accordance with condition 3.

5. Long Term Monitoring and Maintenance

No development shall take place until a monitoring and maintenance scheme to include monitoring the long-term effectiveness of the proposed remediation over a period of 5 years, and the provision of reports on the same must both be submitted to and approved in writing by the Local Planning Authority. Following completion of the measures identified in that scheme and when the remediation scheme is complete, reports that demonstrate the effectiveness of the

monitoring and maintenance carried out must be submitted to the Local Planning Authority.

Reason: In order to protect the amenities of surrounding and future occupiers in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

35. Prior to installation final specifications and acoustic properties of any landscaping/ fencing to be provided to the playground area shall be submitted to and approved by, the Local Planning Authority, the landscaping/fencing shall be installed in accordance with the approved details and subsequently retained thereafter.

Reason: In order to protect the amenities of surrounding and future occupiers in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

36. Deliveries and collections to the Nursery/Community Hall shall take place between: 08:00-19:00hrs Monday to Friday; and 08:00-13:00hrs Saturday only with no deliveries on Sundays or Bank Holidays.

Reason: In order to protect the amenities of surrounding and future occupiers in accordance with policies KP2 and CP4 of the Core Strategy DPD1 and Policies DM1 and DM3 of the Development Management DPD 2015.

Informatives:

01 Please note that the proposed development subject of this application is liable for a charge under the Community Infrastructure Levy Regulations 2010 (as amended). Enclosed with this decision notice is a CIL Liability Notice for the applicant's attention and any other person who has an interest in the land. This contains details of the chargeable amount and how to claim exemption or relief if appropriate. There are further details on this process on the Council's website at www.southend.gov.uk/cil.

02 In relation to Condition 25; you are advised to contact Highways Engineer – Martin Warren; (Tel: 01702 215003) to discuss the requisite Highways Licence/Agreements under the Highways Act 1980. You are advised that a Highways Licence/Agreement needs to be in place before any works are carried out to the public highway and any works will need to be carried out by a Council approved contractor.

03 The applicant is reminded that this permission does not bestow compliance with other regulatory frameworks. In particular your attention is drawn to the statutory nuisance provisions within the Environmental Protection Act 1990 (as amended) and also to the relevant sections of the Control of Pollution Act 1974. The provisions apply to the construction phase and not solely to the operation of the completed development. Contact 01702 215005 for more information.

04. The developer should also consider control measures detailed in Best Practice Guidance "The control of dust and emissions from construction and demolition". http://www.london.gov.uk/thelondonplan/guides/bpg/bpg_04.jsp

05. The applicant is advised that the application site is within the general vicinity of former MOD ranges and that site operatives should be mindful of the potential for unexploded ordnance when carrying out any excavations.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

748 16/02271/FULH - 31 Lynton Road, Thorpe Bay (Thorpe Ward)

Proposal: Demolish existing single storey rear extension and garage to side, raise ridge height with dormer to rear, erect two storey rear extension with juliette balcony at first floor, first floor front extension incorporating porch at ground floor, part single/part two storey side extension, outbuilding to rear, alter elevations, form outdoor swimming pool at rear, layout hardstanding to front and install vehicular access on to Lynton road (Amended Proposal)

Applicant: Mr and Mrs McCoy

Agent: Medusa Design

Mrs Holland, a local resident, spoke as an objector to the application. Mr McCoy, the Applicant, responded.

Planning permission REFUSED for the following reason:

01 The proposed development, by reason of its bulk, scale and proximity to the neighbouring dwelling, would result in limited spacing between properties and a cramped form of development which could be detrimental to character and appearance of the streetscene and contrary to the provisions of the NPPF, policies CP4 of the Southend Core Strategy 2007, DM1 and DM3 of the Development Management DPD and guidance contained within the Design and Townscape Guide.

749 16/02213/FUL - 7-9 Lansdowne Avenue. Leigh-on-Sea (Chalkwell Ward)

Proposal: Demolish existing buildings and erect two semi-detached dwellinghouses with roof extension's and pergola's to rear, layout parking, hard and soft landscaping (Amended Proposal)

Applicant: Mr G. Hutchinson

Agent: Mr S. Milne, The Livemore House

Planning permission GRANTED subject to the following conditions:

01. The development hereby permitted shall begin no later than 3 (three) years from the date of this decision.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with the approved plans: 15015-01(B) (Dated 12/12/16), 15015-04 (B) (Dated 12/12/16) and 15015-05 (B) (Dated 15/12/16)

Reason: To ensure that the development is carried out in accordance with provisions of the Development Plan.

03. No development shall take place until samples of the materials to be used on the external elevations of the dwellings, on any screen/boundary walls, fences and gates, and on any driveway, access road, forecourt or parking area, and details of the window design and detailing to the pillars to the front bay windows have been submitted to and approved by the local planning authority. The development shall only be carried out in accordance with the approved details before it is brought into use.

Reason: To safeguard character and appearance of the area and amenities of neighbouring occupiers in accordance with Policies KP2 and CP4 of the Core Strategy, Policies DM1 and DM3 of the Development Management Document and the Design and Townscape Guide, 2009 (SPD1).

04. No development shall take place until there has been submitted to and approved by the Local Planning Authority a scheme of landscaping. This shall include details of all the existing trees and hedgerows on the site and details of any to be retained, together with measures for their protection in the course of development; details of the number, size and location of the trees and shrubs to be planted together with a planting specification, details of the management of the site, e.g. the uncompacting of the site prior to planting, the staking of trees and removal of the stakes once the trees are established; details of measures to enhance biodiversity within the site and details of the treatment of all hard and soft surfaces (including any earthworks to be carried out) and means of enclosing the site. The landscaping shall be implemented in accordance with the agreed details, unless otherwise first agreed in writing by the Local Planning Authority.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy, Policy DM1 of the Development Management Document and the Design and Townscape Guide, 2009.

05. All planting in the approved landscaping scheme shall be carried out within the first available planting season following the completion of the development or before it is brought into use of occupied. Any trees or shrubs dying, removed, being severely damaged or becoming seriously diseased within five years of planting shall be replaced with trees or shrubs of such size and species as may be agreed with the Local Planning Authority.

Reason: In the interests of visual amenity and to ensure a satisfactory standard of landscaping, pursuant to Policy CP4 of the Core Strategy DPD1 and Policy DM1 of the Development Management Document.

06. A scheme detailing how at least 10% of the total energy needs of the development will be supplied using on site renewable sources shall be submitted to and agreed in writing by the Local Planning Authority and

implemented in full prior to the occupation of the dwellinghouse. This provision shall be made for the lifetime of the development.

Reason: In the interests of providing sustainable development in accordance with Policy KP2 of the Core Strategy, the Design and Townscape Guide (SPD1) and Development Management Document Policy DM2.

07. Prior to the first occupation of the dwellinghouse, the existing dropped kerbs to the front of the site shall be reinstated as footway and the parking spaces shown on the plans hereby approved shall be provided and made available for use by the occupants of the dwellings hereby approved. The parking spaces provided shall not be used for any purpose other than in relation to the occupation of the dwellings hereby approved.

Reason: To provide adequate parking and in the interest of visual amenity, in accordance with Policies DM1 and DM15 of the Development Management Document.

08. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 as amended, or any Order revoking or re-enacting that Order with or without modification, no development shall be carried out within Schedule 2, Part 1, Classes A, B, D, E or F of those Orders.

Reason: To safeguard the design and appearance of the dwellinghouses, in the interest of the standard of accommodation and to ensure that satisfactory amenity space remains for the amenities of future occupiers, in accordance with Development Management Document Policies DM1, DM3 and DM8 and the Design and Townscape Guide, 2009 (SPD1).

09. No development shall take place until a site investigation of the nature and extent of contamination has been carried out in accordance with a methodology which has previously been submitted to and approved in writing by the local planning authority. The results of the site investigation shall be made available to the local planning authority before any development begins. If any contamination is found during the site investigation, a report specifying the measures to be taken to remediate the site to render it suitable for the development hereby permitted shall be submitted to and approved in writing by the local planning authority. The site shall be remediated in accordance with the approved measures before development begins. If, during the course of development, any contamination is found which has not been identified in the site investigation, additional measures for the remediation of this source of contamination shall be submitted to and approved in writing by the local planning authority. The remediation of the site shall incorporate the approved additional measures.

Reason: To ensure that any contamination on the site is identified and treated so that it does not harm anyone who uses the site in the future, in the interest of the amenities of future occupiers in accordance with Core Strategy Policies KP2 and CP4, Development Management Document Policies DM1 and DM3.

10. Prior to occupation of the development hereby approved details of the water efficient design measures set out in Policy DM2 (iv) of the Development

Management Document to limit internal water consumption to 105 litres per person per day (lpd) (110 lpd when including external water consumption), including measures of water efficient fittings, appliances and water recycling systems such as grey water and rainwater harvesting shall be submitted to and approved in writing by the Local Planning Authority. The development shall subsequently be undertaken in accordance with the approved details and retained in perpetuity.

Reason: To minimise the environmental impact of the development through efficient use of water in accordance with the National Planning Policy Framework, DPD1 (Core Strategy) policy KP2, DPD2 (Development Management Document) policy DM2 and SPD1 (Design and Townscape Guide).

11. Hours of construction related to the development hereby approved shall be restricted to 8am – 6pm Monday to Friday, 8am – 1pm Saturday and not at all on Sundays or Bank Holidays.

Reason: In the interests of the amenities of neighbouring residents in accordance with the National Planning Policy Framework, Policy DM1 of the Development Management Document and the Design and Townscape Guide, 2009.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

Informatives

01. Please note that the proposed development subject of this application is liable for a charge under the Community Infrastructure Levy Regulations 2010 (as amended). Enclosed with this decision notice is a CIL Liability Notice for the applicant's attention and any other person who has an interest in the land. This contains details of the chargeable amount and how to claim exemption or relief if appropriate. There are further details on this process on the Council's website at: www.southend.gov.uk/cil

02. The applicant is reminded that this permission does not bestow compliance with other regulatory frameworks. In particular your attention is drawn to the statutory nuisance provisions within the Environmental Protection Act 1990 (as amended) and also to the relevant sections of the Control of Pollution Act 1974. The provisions apply to the construction phase and not solely to the operation of the completed development. Please contact 01702 215005 for more information.

03. The developer should also consider control measures detailed in Best Practice Guidance "The control of dust and emissions from construction and demolition". <http://www.london.gov.uk/priorities/planning/supplementary-planning-guidance>

**750 16/02066/FULM - Southend High School For Girls, Southchurch
Boulevard (Southchurch Ward)**

Proposal: Erect two storey teaching block, repositioning of tennis courts and store and layout parking.

Applicant: Southend High School For Girls

Agent: PCH Associates Ltd

Planning permission GRANTED subject to the following conditions:

01 The development hereby permitted shall be begun not later than 3 years beginning with the date of this permission.

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

02 The development hereby permitted shall be carried out in accordance with the approved plans 188-3_PL_007.R1; 188-3_PL_006.R0; 188-3_PL_002.R1; 188-3_PL_004.R1; 188-3-PL_005.R01.

Reason: To ensure that the development is carried out in accordance with the policies contained within the Development Plan.

03 No development shall take place until samples of the materials to be used on all the external elevations and parking area have been submitted to and approved by the local planning authority. The development shall only be carried out in accordance with the approved details.

Reason: In the interests of visual amenity and to ensure that the appearance of the building makes a positive contribution to the character and appearance of surrounding locality. This is as set out in DPD1 (Core Strategy) 2007 policy KP2 and CP4, DPD2 (Development Management Document) 2015 policy DM1 and SPD1 (Design and Townscape Guide)

04 No development of the replacement tennis courts shall commence until details of the design and layout of the replacement tennis courts, including details of surfacing, line marking, fencing and enhancements have been submitted to and approved in writing by the Local Planning Authority [after consultation with Sport England]. The replacement tennis courts shall not be constructed other than in accordance with the approved details.

Reason: To ensure the satisfactory, quality of compensatory provision and to ensure that the development is fit for purpose and sustainable and to accord with Development Plan Policy CP7 of the Core Strategy DPD1.

05 The replacement tennis courts shall be completed and made available for use within 3 months of the practical completion of the teaching block hereby permitted.

Reason: To ensure the satisfactory quantity, quality and accessibility of compensatory provision which secures a continuity of use [phasing provision] and to accord with Development Plan Policy CP7 of the Core Strategy DPD1.

06 No development shall take place until full details of both hard and soft landscape works, have been submitted to and approved in writing by the local planning authority and the approved hard landscaping works shall be carried out prior to first occupation of the development and the soft landscaping works within the first planting season following first occupation of the development, unless otherwise agreed in writing by the local planning authority. These details shall include, for example:-

- i. proposed finished levels or contours;
- ii. means of enclosure, including any gates to the car parks;
- iii. car parking layouts;
- iv. other vehicle and pedestrian access and circulation areas;
- v. hard surfacing materials;
- vi. minor artefacts and structures (e.g. street furniture, loggia, bollards, play equipment, refuse or other storage units, signs, lighting, etc.)

This shall include details of details of the number, size and location of the trees, shrubs and plants to be planted together with a planting specification, details of the management of the site, e.g. the uncompacting of the site prior to planting, the staking of trees and removal of the stakes once the trees are established, details of measures to enhance biodiversity within the site and tree protection measures to be employed during demolition and construction.

Reason: To ensure that the development is satisfactory in terms of its appearance and that it makes a positive contribution to the local environment and biodiversity in accordance with DPD1 (Core Strategy) policy KP2 and CP4, DPD2 (Development Management) emerging policy DM1 and SPD1 (Design and Townscape Guide).

07 The 129 car parking spaces shall be provided in accordance with drawing 188-3_PL_006.RO hereby approved and shall thereafter be permanently retained, unless otherwise agreed in writing by the local planning authority. Permeable paving shall be used for the hardstanding area.

Reason: In the interests of highway management and safety, residential amenity and general environmental quality in accordance with the NPPF, DPD1 (Core Strategy) 2007 policy KP2, CP3 and CP4, DPD2 (Development Management) policy DM15, and SPD1 (Design and Townscape Guide).

08 Prior to installation of any external lighting, the proposed lighting, including design, siting, luminance, hours of illumination and an assessment using the Institution of Lighting Engineers Guidance Note for the Reduction of Obtrusive Light shall be submitted to and approved in writing by the Local Planning Authority. The lighting shall be installed only in accordance with the approved scheme.

Reason: To protect the amenities of neighbouring properties and the general environmental quality in accordance with, NPPF, DPD1 (Core Strategy) 2007 policy KP2 and CP4, and DPD2 (Development Management Document) 2015 policy DM1.

09 A scheme detailing how at least 10% of the total energy needs of the new building will be supplied using on site renewable sources must be submitted to and agreed in writing by the Local Planning Authority and implemented in full

prior to the first occupation of the building. This provision shall be made for the lifetime of the development.

Reason: In the interests of providing sustainable development in accordance with Policy KP2 of the Core Strategy (DPD1).

10 The development hereby approved shall be carried out in accordance with the Drainage Strategy carried out by Barter Hill October 2016. The sustainable drainage system shall be managed and maintained thereafter in accordance with the agreed management and maintenance plan.

Reason: In order to ensure a satisfactory standard of sustainable drainage and to prevent environmental and amenity problems arising from flooding in accordance with Policies KP2 and CP4 of the Core Strategy DPD1, DPD2 (Development Management) policy DM2.

11 No development or preliminary groundwork of any kind shall take place until the applicant has secured the implementation of a programme of Archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the Local Planning Authority. The developer shall afford access at all reasonable times to any archaeologist nominated by the local planning authority and shall allow them to observe the excavations and record items of interest and finds.

Reason: To allow for the excavation and recording of any information of archaeological importance, pursuant to DPD2 (Development Management Document) 2015 policy DM5.

Informatives

01 You are advised that in this instance the chargeable amount for the Community Infrastructure Levy (CIL) has been calculated as zero due to the specific nature of the use.

02 You are advised that the development hereby approved is likely to require approval under Building Regulations. Our Building Control Service can be contacted on 01702 215004 or alternatively visit our website http://www.southend.gov.uk/info/200011/building_control for further information.

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant, acceptable amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

Proposal: Change of use of first floor from offices (Class A2) to restaurant (Class A3) and ground floor restaurant (Class A3) to Bar/Restaurant (Mixed use Class A3/A4), erect single storey extension and external staircase at rear, install replacement shopfront at ground floor, alter existing extraction duct and alter elevations

Applicant: Mr A. Artemi, The Vine

Agent: Mr A. Merry, Design Associates

Planning permission REFUSED for the following reasons:

01 The Council has received a number of noise complaints in relation to the current use of the premises and the applicant has failed to provide satisfactory evidence to demonstrate that the proposed development (including the existing ground floor bar/restaurant) would not give rise to further undue noise and disturbance to neighbouring occupiers, to the detriment of the amenities thereof. The proposal is therefore unacceptable and contrary to the National Planning Policy Framework; DPD1 (Core Strategy) Policies KP2 and CP4; Development Management Document Policy DM1, and the Design and Townscape Guide SPD1.

02 The existing extract and ventilation system, by reason of the enlarged kitchen and increased number of covers would be inadequately to prevent the spread of noise and odours. This would be detrimental to the amenities of local residents and the environmental quality of the local area, contrary to the National Planning Policy Framework; DPD1 (Core Strategy) Policies KP2 and CP4; Development Management Document Policy DM1, and the Design and Townscape Guide SPD1.

03 The proposed development by virtue of the increased parking demand would exacerbate existing on-street parking stress, to the detriment of highway safety and efficiency, contrary to the National Planning Policy Framework; DPD1 (Core Strategy) Policies KP2, CP4, CP3; Policy DM15 of the Development Management Document, the Design and Townscape Guide SPD1.

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and determining the application within a timely manner, clearly setting out the reason(s) for refusal, allowing the Applicant the opportunity to consider the harm caused and whether or not it can be remedied by a revision to the proposal. The detailed analysis is set out in a report prepared by officers. In the circumstances the proposal is not considered to be sustainable development. The Local Planning Authority is willing to discuss the best course of action and is also willing to provide pre-application advice in respect of any future application for a revised development, should the applicant wish to exercise this option in accordance with the Council's pre-application advice service.

Informatives

01. Please note that this application would be liable for a payment under the Community Infrastructure Levy Regulations 2010 (as amended) if planning

permission had been granted. Therefore if an appeal is lodged and subsequently allowed, the CIL liability will be applied. Any revised application would also be CIL liable.

2. The applicant is reminded that this permission does not bestow compliance with the Food Safety and Hygiene (England) Regulations 2013 or any other provision so enacted, such as those located within the Food Safety Act 1990. Applicants should contact the Council's Environmental Health Officer for more advice on 01702 215005 or at Regulatory Services Department, Southend-on-Sea Borough Council, Civic Centre, Victoria Avenue, Southend SS2 6ZG.

3. For further guidance on the control of odour and noise from ventilation systems you are advised to have regard to – Guidance on the Control of Odour and Noise from Commercial Kitchen Exhaust Systems published by DEFRA. This can be downloaded free from www.DEFRA.gov.uk

752 16/01901/FUL - 1 Mayfair Place, Southend-on-Sea (Thorpe Ward)

Proposal: Erect two storey side extension to form terraced house and layout parking

Applicant: Stockvale Properties Limited

Agent: SKArchitects

DEFERRED

753 16/02061/FUL - Rear Of 2-10 Camper Road, Southend-on-Sea (Thorpe Ward)

Proposal: Replace plan 151-02-13 2, 151-02-13 P01 with 151-02-13 2A, 151-02-13 P01B to amend parking layout (Variation of conditions 2 and 4 of planning application 13/01753/FUL dated 17/02/14) (retrospective)

Applicant: Stockvale Properties LTD

Agent: SKArchitects

Ms Sanders, a local resident, spoke as an objector to the application. Mr Kearney, the applicant's agent, responded.

Planning permission GRANTED subject to the following conditions:

01 The development hereby permitted shall be carried out in accordance with the following approved plans: P01 Revision C; P02(4) Revision A P02 Revision B and P03 Revision B.

Reason: To ensure that the development is carried out in accordance with the provisions of the Development Plan.

02 Notwithstanding the submitted plan P02(4), within three months of the date of this permission five marked car parking spaces shall be provided and shall thereafter be permanently retained for the parking of private motor vehicles solely for the benefit of the occupants of the dwelling(s) of which it forms part and their visitors and for no other purpose unless otherwise agreed in writing by the local planning authority.

Reason: To ensure that satisfactory off-street car parking is provided in the interests of residential amenity and highways efficiency and safety, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy KP2, DPD2 (Development Management Document) policy DM15, and SPD1 (Design and Townscape Guide).

03 Within three months of the date of this permission, photovoltaic panels shall be installed carried out in accordance with details of renewable energy statement carried out by pemxq September 2013 and drawings P02 Revision B and P03 Revision B relating to the photovoltaic panels and permanently retained thereafter.

Reason: In the interest of sustainable development and in accordance with Policy KP2 of the Southend on Sea Borough Core Strategy.

04 The development hereby permitted shall operate at all times in accordance with the 'Flood Evacuation and Warning Plan' project 151-02-13 submitted with this application.

Reason: To ensure that the habitable development remains dry in the event of flooding for the adequate protection of the occupants in accordance with the NPPF.

05 The development hereby permitted Trentside Geotechnical Testing and Site Investigations Limited report dated 22.04.2016 reference JB/TGT/010 is agreed, unless otherwise agreed in writing by the local planning authority.

Informative

01 You are advised that as the proposed external alterations does not result in the creation of new floorspace given that it equates to less than 100sqm of new floorspace the development benefits from a Minor Development Exemption under the Community Infrastructure Levy Regulations 2010 (as amended) and as such no charge is payable. See www.southend.gov.uk/cil for further details about CIL.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

754 16/02206/FULH - 3 Parkside, Westcliff-on-Sea (Chalkwell Ward)

Proposal: Erect two storey side extension, single storey rear extension, alterations to elevations and erect porch canopy to front

Applicant: Mr And Mrs Whyte

Agent: Knight Gratrix Architects

Planning permission GRANTED subject to the following conditions:

01 The development hereby permitted shall begin not later than three years from the date of this decision. (C01A)

Reason: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990. (R01A)

02 The development hereby permitted shall be carried out in accordance with the following approved plans: 1085 010 C & 1085 011 C (C01D)

Reason: To ensure that the development is carried out in accordance with the provisions of the Development Plan. (R01D)

03 All new work to the outside of the building must match existing original work in terms of the choice of materials, method of construction and finished appearance. This applies unless differences are shown on the drawings hereby approved or are required by conditions to this permission. (C23D)

Reason: In the interests of visual amenity and to ensure that the appearance of the building makes a positive contribution to the character and appearance of the area. This is as set out in the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy KP2 and CP4, Development Management DPD policy DM1, and SPD1 (Design and Townscape Guide).

04 Notwithstanding the approved plans (condition 02), the proposed flat roof section shall be set lower from the ridge of the hipped roof and ridge tiles shall be installed at the edges of this flat roof section, in accordance with the details which shall be previously been submitted to and approved in writing by the Local Planning Authority.

Reason: In the interests of visual amenity and to ensure that the appearance of the building makes a positive contribution to the character and appearance of the area. This is as set out in the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy KP2 and CP4, Development Management DPD policy DM1, and SPD1 (Design and Townscape Guide).

05 The roof of the building/extension hereby approved shall not be used as a balcony, roof garden or similar amenity area or for any other purpose unless otherwise agreed in writing by the local planning authority. The roof can however be used for the purposes of maintenance or to escape in an emergency. (C17A)

Reason: To protect the privacy and environment of people in neighbouring residential properties, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy CP4, Development Management DPD policy DM1 and SPD1 (Design and Townscape Guide).

06 The first floor bathroom window in the east elevation shall only be glazed in obscure glass (the glass to be obscure to at least Level 4 on the Pilkington Levels of Privacy, or such equivalent as may be agreed in writing with the local planning authority) and fixed shut, except for any top hung fan light which shall be a minimum of 1.7 metres above internal floor level unless otherwise agreed in writing by the local planning authority. In the case of multiple or double

glazed units at least one layer of glass in the relevant units shall be glazed in obscure glass to at least Level 4. (C17B)

Reason: To protect the privacy and environment of people in neighbouring residential properties, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy CP4, Development Management DPD policy DM1 and SPD1 (Design and Townscape Guide).

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework. The detailed analysis is set out in a report on the application prepared by officers.

Informative

01 You are advised that as the proposed extension(s) to your property equates to less than 100sqm of new floorspace the development benefits from a Minor Development Exemption under the Community Infrastructure Levy Regulations 2010 (as amended) and as such no charge is payable. See www.southend.gov.uk/cil for further details about CIL.

755 16/02252/FULH - 215 Carlingford Drive, Westcliff-on-Sea (Prittlewell Ward)

Proposal: Single storey side and rear extension (Retrospective)
Applicant: Mr Biju Matthew
Agent: Mr Graham Miles

Planning permission GRANTED subject to the following conditions:

01 The development hereby permitted shall be retained in accordance with the following approved plans: 1497/10-A, 1497/00, 1497/11

Reason: To ensure that the development is carried out in accordance with provisions of the Development Plan

02 The roof of the building/extension hereby approved shall not be used as a balcony, roof garden or similar amenity area or for any other purpose unless otherwise agreed in writing by the local planning authority. The roof can however be used for the purposes of maintenance or to escape in an emergency.

Reason: To protect the privacy and environment of people in neighbouring residential properties, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy CP4 and SPD1 (Design and Townscape Guide).

756 16/00044/UNAU_B - 313 Rayleigh Road, Eastwood, Leigh-on-Sea (Eastwood Park Ward)

Breach of Planning Control: Without planning permission, the construction of a single storey part side/part rear extension.

Resolved: That ENFORCEMENT ACTION be AUTHORISED to secure the removal of the single storey part side/part rear extension on the grounds that the unauthorised development is detrimental to the amenities and character of the area in that its design and materials do not respect the existing character and appearance of the building and that its appearance results in demonstrable harm to the visual amenities of the area contrary to the NPPF, Policies CP4 and KP2 of the Core Strategy, Policies DM1 and DM3 of the Development Management Document and the advice contained within the Design & Townscape Guide.

The authorised enforcement action to include (if/as necessary) the service of an Enforcement Notice under Section 172 of the Act and the pursuance of proceedings whether by prosecution or injunction to secure compliance with the requirements of the Enforcement Notice.

When serving an Enforcement Notice the local planning authority must ensure a reasonable time for compliance. In this case the necessary remedial works would probably require quotations to be sought and contracts agreed so a compliance period of 3 months is considered reasonable.

757 17/00067/TCA - 29 Hadleigh Road, Leigh on Sea, Essex SS9 2DY (Leigh Ward)

Proposal: Fell one Bay tree (T4). two Yew Trees (T5 &T6), one Pear Tree (T7) and fell Leylandii between two Sycamore Trees (T27 and T28) at 29.-33 Hadleigh Road (Application for works to trees within a conservation area)

Applicant: Mr Jeremy Holmes

The Chairman agreed that this item be considered at this meeting as an urgent additional item on the grounds that a decision on this matter was required before the following meeting of the Committee.

DELGATED to the Deputy Chief Executive (Place), Head of Planning & Transport or the Group Manager Planning Control and Building Control to REFUSE PRIOR APPROVAL in respect to T5 and T6 and serve a provisional Tree Preservation Order and undertake any necessary steps to protect the loss of the two yew trees (T5 and T6) shown on the submitted plans.

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 14th February, 2017
Place: Committee Room 1 - Civic Suite

25

Present: Councillor J Lamb (Chair)
Councillors A Holland (Vice-Chair), T Byford, J Courtenay, M Flewitt,
A Moring and L Salter

In Attendance: Councillors L Davies and C Mulroney
R Tinlin, J K Williams, A Lewis, A Atherton, J Chesterton, J Ruffle,
Brin Martin, C Gamble, I Ambrose and A Keating

Start/End Time: 2.00 pm - 2.15 pm

758 Apologies for Absence

Apologies for absence were received from Councillor Cox.

759 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Holland – All Agenda Items – Non-pecuniary interest: Vice-Chairman of the Essex Fire Authority and son works for the Council;

(b) Councillor Flewitt – Agenda Item No. 3 (Housing Revenue Account Budget 2017/18 and Rent Setting) – Non-pecuniary interest: Friends and family are tenants of South Essex Homes Ltd.;

(c) Councillor Flewitt – Agenda Item No. 6 (Fees & Charges 2017/18) – Non-pecuniary interest: Use of Porters on 18 February 2017;

(d) Councillor Lamb – Agenda Item No. 7 (General Fund Revenue Budget 2017/18) – Non-pecuniary interest: Chairman of Kent & Essex IFCA – Levy;

(e) Councillor Mulroney – Agenda Item No. 7 (General Fund Revenue Budget 2017/18) – Non-pecuniary interest: Chairman of Leigh Town Council.

760 Housing Revenue Account Budget 2017/18 and Rent Setting

The Cabinet considered a joint report of the Deputy Chief Executive (People) and Director for Finance and Resources setting out the Housing Revenue Account (HRA) budget for 2017/18, together with the information necessary to set a balanced budget as required by legislation. This item was considered by Policy and Resources Scrutiny Committee.

Recommended:-

1. That a rent reduction of 1% on secure tenancies, as required by the Welfare Reform and Work Act 2016, be approved.
2. That an average rent increase of 4.41% on shared ownership properties, be approved.
3. That the proposed rent changes in 1 and 2 above be effective from 3 April 2017
4. That the increases in other charges as set out in section 5 of the submitted report, be approved.
5. That the proposed management fee and the proposed increases in service charges and heating charges by South Essex Homes, as set out in section 6 of the report, be approved.
6. That the appropriations to the Repairs Contract Pensions earmarked reserve and the HRA Capital Investment earmarked reserve, as set out in section 8 of the report, be approved.
7. That subject to 1-6 above, the HRA budget as set out in Appendix 1 to the report, be approved.
8. That the HRA Medium Term Financial Plan as set out in section 9 and Appendix 2 to the report, be noted
9. That the value of the Council's capital allowance for 2017/18 be declared as £25.965M, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.

Reason for Recommendation

Part of the process of maintaining a balanced budget for the HRA is to consider and set a rent rise (and associated increases in other income streams). Full Council need to approve the HRA budget prior to the start of the financial year.

Other Options

Given the statutory nature of the required reduction in rents, there is limited scope to alter the budget.

Note:- This is a Council Budget Function, not eligible for call in by virtue of Budget and Policy Framework Procedure Rule 1.1(b)

Executive Councillor:- Flewitt

761 Capital Programme 2017/18 to 2020/21

The Cabinet considered a report of the Corporate Management Team setting out the proposed programme of capital projects for 2017/18 to 2020/21. This item was considered by all three Scrutiny Committees.

Recommended:-

1. That the current approved Programme for 2017/18 to 2019/20 of £125.4m, as set out in appendix 1 to the submitted report, be noted.

2. That the changes to the approved Programme as set out in Appendix 2 to the report, be approved.
3. That the proposed new schemes and additions to the Capital Programme for 2017/18 to 2020/21 totalling £79.0m of which £72.8m is for the General Fund and £6.2m for the Housing Revenue Account, as set out in appendices 6 and 7 to the report, be approved.
4. That the proposed new schemes and additions as set out in appendices 6 and 7 to the report, and other adjustments as set out in appendix 2 to the report will result in a proposed capital programme of £213.0m for 2017/18 to 2020/21 set out in appendix 8, be noted.
5. That it be noted that of the total programme of £213.0m for the period 2017/18 to 2020/21, the level of external funding supporting this programme is £80.8m, as set out in paragraph 9.1 of the report.
6. That it be noted that a final review has been undertaken on the 2016/17 projected outturn and that the results have been included in the report.
7. That the proposed Capital Programme for 2016/17 to 2020/21, as set out in appendix 8 to the report, be approved.
8. That the Capital Strategy for 2017/18 to 2020/21, as set out in appendix 9 to the report, be approved.

Reason for recommendation

The proposed Capital Programme is compiled from a number of individual projects which either contribute to the delivery of the Council's objectives and priorities or enhances the Council's infrastructure.

Other Options

The proposed Capital Programme is compiled from a number of individual projects, any of which can be agreed or rejected independently of the other projects.

Note:- This is a Council Budget Function, not eligible for call in by virtue of Budget and Policy Framework Procedure Rule 1.1(b)
Executive Councillor:- Lamb

762 Treasury Management and Prudential Indicators 2017/18

The Cabinet considered a report of the Chief Executive concerning the Treasury Management Policy for 2017/18 and the requirement for Prudential indicators to be set under the Local Government Act 2003.

Recommended:-

1. That the Treasury Management Policy Statement set out at Appendix 1 to the submitted report, be approved.
2. That the Treasury Management Strategy set out at Appendix 2 to the report, be approved.
3. That the Annual Investment Strategy set out at Appendix 3 to the report, be approved.

4. That the Minimum Revenue Provision (MRP) Policy set out at Appendix 5 to the report, be approved.
5. That the prudential indicators set out at Appendix 6 to the report, be approved.
6. That the operational boundary and authorised limits for borrowing for 2017/18 be set at £285m and £295m respectively as set out in Appendix 1 to the report.

Reason for Recommendation

1. Recommendations 1-3 above are to comply with the CIPFA Treasury Management Code of Practice.
2. Recommendation 4 above is to comply with the Local Authority's general duty to charge an amount of MRP to revenue which it considers to be prudent.
3. Recommendations 5 and 6 above are to demonstrate compliance with the CIPFA Prudential Code for Capital Finance in Local Authorities.

Other Options

There are many options available for the operation of the Treasury Management function, with varying degrees of risk associated with them. The Treasury Management Policy set out in the report aims to effectively control risk to within a prudent level, whilst providing optimum performance consistent with that level of risk.

Note:- This is a Council Budget Function, not eligible for call in by virtue of Budget and Policy Framework Procedure Rule 1.1(b)
Executive Councillor:- Moring

763 Fees and Charges 2017/18

The Cabinet considered a report of the Corporate Management Team detailing fees and charges for services included in the budget proposals for 2017/18. This item was considered by all three Scrutiny Committees.

Recommended:-

That the proposed fees & charges for each Department as contained within the body of the submitted report and its appendices, be approved.

Reason for Recommendation

Part of the process of maintaining a balanced budget includes a requirement to consider the contribution that fees and charges make towards that aim. The report is in fulfilment of that requirement.

Other Options

None

Note:- This is a Council Budget Function, not eligible for call in by virtue of Budget and Policy Framework Procedure Rule 1.1(b)
Executive Councillor:- Lamb

764 General Fund Revenue Budget 2017/18

The Cabinet considered a report of the Corporate Management Team presenting a 2017/18 General Fund revenue budget including schools and a proposal for the level of Council Tax for 2017/18. This item was considered by all three Scrutiny Committees.

Members noted that the final Local Government Settlement had yet to be announced and that this was likely to be made in the week commencing 20th February 2017. It was proposed that the Director of Finance & Resources, in consultation with the Leader of the Council, be authorised to make the required changes to the Council budget following notification of the final Settlement.

Recommended:-

In respect of 2016/17:

1. That the forecast outturn of £123.206 million, be noted.
2. That the appropriation of the sums to earmarked reserves totalling £6.468 million, as set out in detail in Appendix 16 to the submitted report, be approved.
3. That the appropriation of the sums from earmarked reserves totalling £7.226 million, as set out in detail in Appendix 16 to the report, be approved.

In respect of 2017/18 and later years:

1. That the Section 151 Officer's (Director of Finance and Resources) report on the robustness of the proposed budget, the adequacy of the Council's reserves and the Reserves Strategy as set out in Appendix 1 to the report, be acknowledged.
2. That a General Fund net revenue budget for 2017/18 of £123.153 million, set out in Appendix 3 to the report, and any required commencement of consultation, statutory or otherwise, be approved.
3. That a Council Tax increase of 4.99% for the Southend-on-Sea element of the Council Tax for 2017/18, being 1.99% for general use and 3% for Adult Social care, be approved.
4. That it be noted that the 2017/18 revenue budget has been prepared on the basis of using £1.637 million for earmarked reserves for the core budget to allow for a smoothing of the budget gap across the next three financial years with a consequent replenishment of those reserves in 2017/18 and 2018/19. Also, that it be noted that £2.222 million of the Business Rates Retention reserve is being used to equalise the projected 2017/18 business rates yield.
5. That the position of the Council's preceptors be noted as follows:

- Essex Police Authority – approved Council Tax increase of 3.25%
 - Essex Fire Authority – approved Council Tax increase of 1.99%
 - Leigh-on-Sea Town Council – approved precept increase of 1.59%
6. That no Special Expenses be charged other than Leigh-on-Sea Town Council precept for 2017/18.
 7. That the appropriation of the sums to earmarked reserves totalling £1.009 million, as set out in Appendix 16 to the report, be approved.
 8. That the appropriation of the sums from earmarked reserves totalling £17.150 million, as set out in Appendix 16 to the report, be approved.
 9. That the schools’ budget and its relevant distribution as recommended by the Schools’ Forum and as set out in Appendix 2 to the report, be approved.
 10. That the pressures required of £3.000 million, as set out in Appendices 12 and 13 to the report, and the General Fund and Public Health savings required of £7.502 million, as set out in Appendices 14 and 15 to the report, and the subsequent individual service cash limits for 2017/18, as contained in Appendices 3 to 11 to the report, be approved.
 11. That the direction of travel for 2018/19 and beyond, as set out in Section 11 of the report, be endorsed.
 12. That the revised Medium Term Financial Strategy up to 2020/21, as set out in Appendix 17 to the report, be approved.
 13. That authority be delegated to the Director of Finance and Resources (S151 Officer), in consultation with the Leader, to make the required changes to the Council Budget following the final Local Government Finance settlement and other related Government announcements.

Reason for recommendation

Budget setting is at the core of the Council’s corporate planning framework. It is a complex process that is fully integrated with strategic and service planning. Annually, prior to the start of the financial year, the Council agrees its budget using a consistent, transparent and prudent approach.

Other Options

None

Note:- This is a Council Budget Function, not eligible for call in by virtue of Budget and Policy Framework Procedure Rule 1.1(b)
Executive Councillor:- Lamb

Chairman: _____

Notice of Motion – Impact of National Funding Formula on Southend’s Schools.

26

This Council:

1. Understands the need to review the National Funding Formula for schools;
2. But is disappointed at the negative impact the proposed National Funding Formula for schools will have on Southend schools, as it is implemented from 2018/19.
3. Notes that Southend is only one of four Local Authorities in the country in which every school is set to lose out.
4. Notes that the efforts already being made by the Administration, strongly supported by both Members of Parliament, in making representations to Central Government to ensure changes are made as part of the consultation.
5. Supports the Administration in making a robust response to the consultation to ensure that the impact upon Southend’s schools will not be as proposed.

Proposer: Cllr James Courtenay

Seconded: Cllr John Lamb

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Notice of Motion: To adopt the International Holocaust Remembrance Alliance definition of anti-Semitism

This council expresses alarm at the rise in anti-Semitism in recent years across the UK including incidents when criticism of Israel has been expressed using anti-Semitic tropes. Criticism of Israel can be legitimate, but not if it employs the tropes and imagery of anti-Semitism.

This Council therefore:

- Welcomes the UK Government’s announcement on December 11th 2016 that it will sign up to the internationally recognised International Holocaust Remembrance Alliance (IHRA) guidelines;
- Welcomes the cross-party support within the Council for combating anti-Semitism in all its manifestations; and
- Adopts the below definition of anti-Semitism as set out by the International Holocaust Remembrance Alliance and pledges to combat this pernicious form of racism:

“Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

The guidelines highlight manifestations of anti-Semitism as including:

- Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion.
- Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions.
- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.
- Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).
- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust.

- Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.
- Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavour.
- Applying double standards by requiring of it behaviour not expected or demanded of any other democratic nation.
- Using the symbols and images associated with classic anti-Semitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis.
- Drawing comparisons of contemporary Israeli policy to that of the Nazis.
- Holding Jews collectively responsible for actions of the state of Israel.

Report of Leader of the Council
to
Council
on
23 February 2017

Report prepared by: Joanna Ruffle, Director of Transformation

Pay Policy Statement

Executive Councillor: Councillor John Lamb

A Part 1 Agenda Item

1. Purpose of Report

- 1.1 To consider the Pay Policy Statement 2017/18 in the context of the Council's overall Reward Strategy.

2. Recommendation

- 2.1 That Council agrees the Pay Policy Statement as recommended by the Performance Related Pay Panel.
- 2.2 That Council agrees the amendment to the Performance Related Pay Panel terms of reference as detailed in Appendix B7.

3. Background

- 3.1 Section 38 (1) of the Localism Act 2011 required English and Welsh Local Authorities to produce a Pay Policy Statement for 2012/13 and for each financial year after that.
- 3.2 Pay Policy statements for 2012/13, 2013/14, 2014/15, 2015/16 and 2016/17 were agreed by Council at the meetings of 1 March 2012, 29 February 2013, 26 February 2014, 26 February 2015 and 25 February 2016.
- 3.3 This Policy Statement has been reviewed for 2017/18 and is attached at **Appendix A**. Attached at **Appendix B** is the Council's Reward Policy which has also been reviewed. It is important that the two documents are read together in order to be able to set senior pay in the context of the Council's overall Reward Strategy.
- 3.4 It is a requirement of the Localism Act that the Policy Statement is approved by full Council.

4. Corporate Implications

- 4.1 Contribution to Council's Vision & Corporate Priorities

Salaries at all levels need to be adequate to recruit and retain high quality employees who are appropriately skilled and qualified to deliver the best possible service to the people of Southend. At the same time in the context of managing scarce public resources, the Council needs to be able to demonstrate that these salaries are not unnecessarily generous or otherwise excessive.

4.2 Financial Implications

The details contained in both the Pay Policy Statement and the Reward Policy are in line with agreed salary levels and do not represent an increase in the current cost of salaries.

4.3 Legal Implications

The Pay Policy Statement ensures compliance with Section 38(1) of the Localism Act 2011.

4.4 People Implications

The level and distribution of pay and benefits has a considerable effect on the performance of our organisation and on the engagement and productivity of its workforce. It is important therefore that the Council's pay systems are appropriate, transparent, provide value for money and reward staff fairly for the work they perform.

4.5 Equalities Analysis

It is critical that the Council's reward system is fair, equitable and consistent in order to ensure that it accords with the organisational values and complies with Equal Pay legislation.

The Council's job evaluation system ensures that the relative weight of each role is objectively measured using consistent and robust criteria that are free from any bias towards a particular group. Other payments within the reward system are monitored to ensure that staff are being treated fairly regardless of gender, race, age, sexual orientation, disability or religion.

4.6 Risk Assessment

If the Council fails to adopt a Pay Policy Statement it will fail to comply with the requirements of the Localism Act 2011. In addition, the lack of transparency around pay and reward could be interpreted as deliberate and give rise to unnecessary criticism.

5. Appendices

Appendix A: Pay Policy Statement 2017/18
Appendix B: Reward Policy

PAY POLICY STATEMENT 2017/18**1. Introduction**

Southend Council recognises that, in the context of managing scarce public resources, remuneration at all levels needs to be adequate to secure and retain high quality employees dedicated to the service of the public; but at the same time needs to avoid being unnecessarily generous or otherwise excessive.

It is important that Local Authorities are able to determine their own pay structures in order to address local priorities and to compete in the local labour market. For Southend this is particularly critical given our proximity to London where higher salaries, often for less complex roles, continue to prove a challenge for our pay policy.

In particular it is recognised that senior management roles in local government are complex and diverse functions in a highly politicised environment where often national and local pressures conflict. Southend's ability to continue to attract and retain high calibre leaders capable of delivering this complex agenda, particularly during times of financial challenge, is crucial if the Council is to retain its current high performance levels and to deliver for local people.

2. Background

Southend Council's approach to pay and reward is detailed in its Reward Policy. This policy applies to all staff employed by the Council (other than those in schools) and details how the workforce at all levels will be rewarded for the work they perform. Where there are differences between different categories of staff, these are explained in the policy.

This statement serves to outline the Council's policy in respect of the requirements of the Localism Act 2011 (see paragraph 3) but must be read with reference to the more detailed reward policy, in order to understand the Council's position on pay and reward and how this underpins its organisational values and is used to drive up performance.

3. Legislation

Section 38(1) of the Localism Act 2011 requires English and Welsh Local Authorities to produce a pay policy statement for 2012/13 and for each financial year after that.

This statement must include the Council's policy on the following:

- a. Level and elements of remuneration for each chief officer (for Southend Council this is defined as Chief Executive, Directors and Heads of Service).
- b. The remuneration of the Council's lowest paid employees.
- c. The relationship between the remuneration of the Council's chief officers and others.
- d. Other specific aspects of chief officer's remuneration; remuneration on recruitment, increases and additions to remuneration, use of performance related pay and bonuses, termination payments and transparency.

4. Level and Elements of Remuneration for each Chief Officer

Southend will have the following posts at chief officer level with effect from 1 April 2017:

Chief Executive
Deputy Chief Executives x2
Director x12
Director of Public Health
Deputy Director of Public Health

These posts (with the exception of the Director of Public Health and Head of Health Development) have been evaluated using the Hay Job Evaluation Scheme which is also used for all other posts at Level 8 and above. This ensures that the relative “weight” of these roles can be objectively measured using consistent and robust criteria.

The Council’s chief officer pay structure consists of 3 senior management grades, as follows:

SMG1 (Chief Executive)	£150,270
SMG2 (Directors)	£117,658
SMG3 (Heads of Service)	£87,870

These are spot salaries and reflect the ‘rate for the job’. However there is the facility to recruit to these posts on a ‘development’ rate for the first 12 months where a candidate needs to grow into the full role. This rate is calculated at 90% of the ‘rate for the job’.

The Director of Public Health & Head of Health Development are employed on NHS Pay & Conditions. These roles transferred into the Council w.e.f. 1/4/13 and are protected under Transfer of Undertaking Protection of Employment (TUPE) regulations and are as follows:-

Director of Public Health	£95,860
Head of Health Development	£81,618

Chief officer salaries do not attract annual increments nor any nationally negotiated cost of living pay increase. This is because chief officers in Southend are employed on JNC terms and conditions for everything EXCEPT pay – which is determined by a Local Performance Related Pay scheme. (Details of this scheme, including the decision making processes in respect of pay awards, can be found at **Appendix 3** of the Council’s Reward Policy).

Allowances and additional payments which may be paid to other staff as appropriate do not apply to chief officers except for:

a. Market Supplements

Where market fluctuations and demands are such that an additional payment is necessary in order to recruit or retain high calibre staff with the appropriate skills, knowledge and experience.

This is a discretionary payment and will be determined by the Performance Related Pay Panel on an individual basis. In 2017/18, Southend will be paying the following market supplements to Chief Officers; although this may be reviewed during the year if required:

Associate Director – Integrated Commissioning – jointly funded post with the CCG). An annual allowance of £5,000 paid quarterly subject to the successful delivery of key targets as agreed by the Council and the CCG.

b. Payment for Section 151, Monitoring Officer and Director of Childrens & Adult Services

An additional allowance of £7,685 p.a. is paid to the Director of Finance & Resources, Director of Legal & Democratic Services and the Deputy Chief Executive (People) in respect of the additional statutory functions undertaken by these post holders on behalf of the Authority. This allowance is paid separately to basic salary and is not subject to any annual pay awards.

c. Returning Officer

The Chief Executive undertakes the role of Returning Officer in respect of local, national and European elections.

The Returning Officer is an officer of the Borough Council who is appointed under the Representation of the People Act 1983. Whilst appointed by the Borough Council, the role of the Returning Officer is one which involves and incurs personal responsibility and accountability and is statutorily separate from his/her duties as an employee of the Borough Council. As Returning Officer, he/she is paid a separate allowance for each election for which he/she is responsible.

There are no other additional elements of remuneration in respect of overtime, flexi time, bank holiday working, stand-by payments, etc., paid to chief officers as these staff are expected to undertake duties outside their contractual hours and working patterns without additional payment.

5. The Remuneration of the Council's Lowest Paid Employees

The Council's lowest paid employees (excluding trainees) are paid at Level 1 £14,514 - £15,238. The Council currently employs 8 staff at this level.

6. The relationship between the remuneration of the Council's chief officers and other officers

As detailed in paragraph 4, all posts at Level 8 or above (including chief officer roles) are evaluated using the internationally adopted Hay Job Evaluation scheme. This ensures that all roles are measured against a consistent and robust set of criteria enabling roles to be "weighted" and placed in a hierarchy that meets any equal pay challenge.

Posts below Level 8 are also evaluated but using the NJC Job Evaluation scheme which is recognised by employers and trades unions nationally and is better suited to jobs at this level. This scheme also allows for robust measurement against set criteria resulting in fair and objective evaluations.

Pay multiple: The idea of publishing the ratio of the pay of an organisation's top earner to that of its median earner has been recommended in order to support the principles of Fair Pay (Will Hutton 2011) and transparency.

Southend Council's current ratio in this respect is 5.0:1 i.e. the Chief Executive (top earner) earns 5.0 times more than the Council's median earner (£23,935).

The Government has also recommended publishing the ratio in respect of the mean earner. Southend Council's current ratio in this respect is 4.7:1: i.e. the Chief Executive (top earner) earns 4.7 times more than the Council's mean earner (£25,326).

These ratios are based on the Chief Executive's current actual salary.

The number of employees paid at each salary level across the Council is attached at Appendix 1.

Terms and Conditions of employment for Chief Officers have been harmonised with the rest of the workforce. The only remaining differences are:

- (i) Annual leave – annual leave entitlement is higher for Chief Officers to reflect the additional working requirements in these posts and the fact that flexi-time, overtime, etc., is not applicable.

7. Other specific aspects of chief officer remuneration

- a. Salary at recruitment. This is detailed in paragraph 11 of the Council's Reward Policy and is in line with the approach taken for all staff.
- b. Use of performance related pay and bonuses. This is detailed in Appendix 3 of the Council's Reward Policy.
- c. Termination Payments. This is detailed in paragraph 16 of the Council's Reward Policy and is in line with the approach taken for all staff.

8. Disclosure

This Pay Policy Statement and the Council's Reward Policy will be published on the Council's website. In addition, details of all staff paid £50,000 or more will also be disclosed.

**SOUTHEND BOROUGH COUNCIL
STAFF NUMBERS (HEADCOUNT) BY PAY GRADE (EXCLUDING TEACHERS)
(JANUARY 2015)**

Staff Numbers	Pay Grade
8	Level 1
8	Level 2
1	Level 3
199	Level 4
287	Level 5
353	Level 6
212	Level 7
296	Level 8
173	Level 9
87	Level 10
36	Level 11
33	Level 12
12	SMG3
2	SMG2
1	SMG1
2	Soulbury A (Educational Psychologists)
3	Soulbury B (Senior Educational Psychologists)
0	Soulbury C (Educational Improvement Specialists)
3	Youth & Community – Support Workers – Range 1
9	Youth & Community – Professional Range
14	NHS pay grades
8	Nursing Grades
1,735	TOTAL

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Pay Structure – With Effect From April 2016
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Level 1	Level 2	Level 3
SCP 6 14,514 7 14,615 8 14,771 9 14,975 10 15,238	SCP 8 14,771 9 14,975 10 15,238 11 15,507 12 15,823	SCP 10 15,238 11 15,507 12 15,823 13 16,191 14 16,481

Level 4	Level 5	Level 6
SCP 13 16,191 14 16,481 15 16,772 16 17,169 17 17,547 18 17,891	SCP 17 17,547 18 17,891 19 18,560 20 19,238 21 19,939 22 20,456	SCP 20 19,238 21 19,939 22 20,456 23 21,057 24 21,745 25 22,434 26 23,166 27 23,935

Level 7	Level 8	Level 9
SCP 26 23,166 27 23,935 28 24,717 29 25,694 30 26,556 31 27,394 32 28,203 33 29,033	SCP 33 29,033 34 29,854 35 30,480 36 31,288 37 32,164 38 33,106 39 34,196 40 35,093	SCP 40 35,093 41 36,019 42 36,937 43 37,858 44 38,789 45 39,660 46 40,619 47 41,551

Level 10	Level 11	Level 12
SCP 46 40,619 47 41,551 48 42,474 49 43,387 50 44,328 51 45,254 52 46,201 53 47,085	SCP 53 47,085 54 48,026 55 48,973 56 49,956 57 50,960 58 51,979 59 53,012 60 54,080	SCP 57 50,960 58 51,979 59 53,012 60 54,080 61 55,157 62 56,261 63 57,387

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Appendix B2

Southend Council

Senior Management Grades

SMG1 (Chief Executive)	£150,270 Rate for the Job £135,243 Development rate up to 12 months
SMG2 (Deputy Chief Executive)	£117,658 Rate for the job £105,892 Development rate for up to 12 months
SMG3 (Directors)	£87,870 Rate for the job £79,083 Development rate for up to 12 months
Director of Public Health	£95,860
Head of Health Development	£81,618

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Senior Managers Pay

Terms of the Scheme

Updated January 2017

1. This scheme applies to the Chief Executive, Deputy Chief Executives and Directors.
2. The pay review year will run from 1st April to 31st March.
3. Objectives agreed targets and leadership competencies will need to be in place at the start of each review year on 1st April in order to ensure that staff have a clear idea of what is expected of them.
4. Individuals must be in post at the end of the review year in order to be eligible to receive any agreed pay award.
5. A review of the scheme will be undertaken at the end of each year and changes may be made in the light of this evaluation.
6. A key date checklist is attached (Appendix A).
7. The scheme seeks to measure the achievement of objectives and actions within target dates. It also measures the behaviours/values that are brought to the working environment by the individual through the use of the Council's Leadership competency framework and the Council's values.
8. The objectives need to be clearly defined and actions need to have a time and quality indicator in order to ensure that individuals can evidence their performance through showing what they have achieved by the end of the review year. The objectives/targets set must be SMART (Specific, Measurable, Achievable, Relevant and Timebound) and will be independently verified by the PRP Panel to ensure consistency across the organisation. Objectives may be reviewed during the year if circumstances change. Some objectives will be standard and will be around **for example** equality and diversity, health and safety and ensuring that individuals act within agreed policy, e.g. financial regulations.
9. The required leadership competencies and adherence to the Council's values also need to be demonstrated and will count towards the assessment of overall performance. The Leadership competency framework must be used. The measures within the framework can be amended to best fit the nature of the job but must be agreed with the line manager.
10. The scheme provides for a mid-year review of performance normally in October, in order that progress can be monitored and if there are development areas required these can be addressed within the Personal Development Plan.

11. The Performance Management and Development Framework principles will apply but separate documentation has been developed and must be used in order to ensure consistency of approach across the organisation.
12. For new recruits previous experience and existing salary level will be used to determine if an individual is placed on the 'rate for the job' or the 'development rate' appropriate to the grade.
13. Individuals must be at work and working subject to the pay scheme for a minimum of 4 months in the performance year in order to be eligible for an annual pay award at the end of the review year.
14. Individuals must be in post at the end of the review year in order to qualify for an annual pay award.
15. Individuals deemed as less than satisfactory within this scheme will not receive an annual pay award for that particular review year. In these cases, performance issues should be addressed through other mechanisms e.g. capability procedures.
16. Staff subject to this scheme will cease to have a contractual entitlement to NJC pay awards as the Council will no longer be part of the national machinery for pay bargaining for staff within the Senior Manager Pay Scheme. All other terms and conditions of service remain within NJC unless otherwise stated in contractual documents and amendments.
17. Grades are determined by the relevant job evaluation scheme.
18. All payments, including annual pay awards, are superannuable.
19. Pay awards will be considered annually by the PRP panel having regard to:
 - a) Any national pay award agreed for the rest of the workforce.
 - b) Financial situation within the Council
 - c) Organisational, department, service and individual performance.
 - d) The prevailing situation in the labour market and its impact on salaries regionally and nationally, and the Council's ability to recruit and retain Senior Managers.
20. Following the assessment interview the documentation will then need to be signed by the individual member of staff, manager and relevant portfolio holder. If there is disagreement over any aspect of the narrative, then this must be highlighted for the panel who will act as final arbitrators.
21. The scheme is applied as set out in the grid below.

Performance Related Pay for Senior Managers

Not Met	Individuals who are not delivering against their objectives and/or who are not demonstrating the Council's values and leadership competencies.
Under –achieving	Individuals who are not quite meeting their objectives and/or who are not fully demonstrating the Council's values and leadership competencies.
Met	Individuals who are meeting their targets and objectives and who are demonstrating the Council's values and leadership competencies.
Exceeds	Individuals who are delivering above expectation against some targets and objectives and/or who are champions of the Council's values and leadership competencies.

22. The scheme includes a review of development requirements at mid-year. Those who are under achieving will be given an opportunity to improve. If no improvement occurs, then other relevant policies will need to be applied.
23. The expectation is that the organisation will continuously improve through the use of this scheme.

Scope:	The scheme will apply to the Chief Executive Officer, Deputy Chief Executives and Directors.
Delegations:	Decisions on annual pay awards will be taken by a Member panel based on recommendations from the Chief Executive and advised by the Director of Transformation.
Amendments in this Issue:	New Policy : September 2006 Amended November 2009 Amended November 2010 Amended November 2011 Amended January 2012 Amended December 2013 Amended January 2015 Reviewed January 2016 Amended January 2017

Appendix A

Key Dates/Checklist

DATE	ACTION	ACTION BY
February	Prepare end of year evidence to support delivery of objectives and demonstration of values and competencies.(Form PRP2) Prepare draft objectives, targets, competencies and values for new year (Form PRP 1) and highlight any known development needs	Individual
March	Appraisal meeting with Line manager and relevant portfolio holder to agree final year assessment and new year's objectives, targets, competencies and values	Individual, line manager and portfolio holder.
April	Documentation to be forwarded to the Chief Executive. Agreed documentation in place to be used throughout the year as management tool. Any changes to be agreed and recorded. Chief Executive to collate all of the assessments (PRP2s) and new objectives/competencies/values (PRP1s). Chief Executive to conduct a moderation exercise on both sets of paperwork advised by the Director of Transformation. Chief Executive to prepare a report for the Members PRP panel	Line manager/Portfolio holder Individual and line manager Chief Executive/Director of Transformation

June	Members PRP panel to meet to agree assessments, to sign off new objectives/competencies/values and to agree any annual pay award	PRP panel
September	Individuals are notified of any annual pay awards	Chief Executive/HR Services
October	Mid-year review is held with individual and line manager to review progress against objectives, competencies, values. To agree any changes to these as a result of external factors and to agree any remedial action/support if delivery against these is falling short.	Line manager/individual

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Soulbury Pay Agreement 2016 (Southend Pay Range)

Educational Improvement Professionals

SCP	Current	01.09.16	01.09.17
1	33396	33730	34067
2	34592	34938	35287
3	35721	36078	36439
4	36865	37234	37606
5	38003	38383	38767
6	39142	39533	39928
7	40338	40741	41148
8	41487*	41902*	42321*
9	42828	43256	43689
10	44023	44463	44908
11	45203	45655	46112
12	46346	46809	47277
13	47640**	48116**	48597**
14	48792	49280	49773
15	50066	50567	51073
16	51219	51731	52248
17	52373	52897	53426
18	53507	54042	54582
19	54676	55223	55775
20	55280***	55833***	56391***

Notes:

Salary scales to consist of not more than four consecutive points based on the duties and responsibilities attaching to posts and the need to recruit and motivate staff.

*normal minimum point for EIP undertaking the full range of duties at this level.

**normal minimum point for senior EIP undertaking the full range of duties at this level.

***normal minimum point for leading EIP undertaking the full range of duties at this level.

Educational Psychologists - Scale A

SCP	Current	01.09.16	01.09.17
1	35027	35377	35731
2	36805	37173	37545
3	38583	38969	39359
4	40360	40764	41171
5	42137	42558	42984
6	43914	44353	44797
7	45588	46044	46504
8	47261	47734	48211
9	48829*	49317*	49810*
10	50398*	50902*	51411*
11	51861*	52380*	52903*

Notes:

Salary scales to consist of six consecutive points based on the duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

*Extension to scale to accommodate structured professional assessment points.

Senior and Principal Educational Psychologists

SCP	Current	01.09.16	01.09.17
1	43914	44353	44797
2	45588	46044	46504
3	47261	47734	48211
4	48829	49317	49810
5	50398	50902	51411
6	51861	52380	52903
7	52462	52987	53516
8	53584	54120	54661
9	54696	55243	55795
10	55828	56386	56950
11	56937	57506	58081
12	58068	58649	59235
13	59219	59811	60409
14	60330	60933	61543
15	61495	62110	62731
16	62649	63275	63908
17	63810	64448	65093
18	64970	65620	66276

Notes:

Salary scales to consist of not more than four consecutive points based on the duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

* Normal minimum point for the principle educational psychologist undertaking the full range of duties at this level.

**Extension to range to accommodate discretionary scale points and structured professional assessments.

Southend on Sea Borough Council

SOULBURY AGREEMENT

PROCEDURE FOR STRUCTURED PROFESSIONAL ASSESSMENTS

PREAMBLE

1. The Soulbury Committee has an agreement for local assessments which recognise the contribution of Soulbury officers to the authority's role in raising standards in schools, improving involvement of young people in community activities and the promotion of child development and learning.
2. The national agreement provides a framework for local decisions relating to an assessment of the officer's contribution.
3. This procedure has been subject to local consultation and negotiation with the relevant trades unions and professional associations and will be kept under regular review. It builds on the national framework in order to provide a local mechanism by which Soulbury officers may apply to the Director of Children and Learning to progress to the first or, subsequently, the second or third levels. Successful enhancement to the first level will result in the award of one additional point on the Soulbury spine and successful enhancement to the second level will result in the award of a further additional point. Thus there is the provision for a Soulbury officer to extend his or her pay scale by up to 3 points, subject to satisfactory assessment.
4. The local assessment process is part of the LA's overarching performance management process and performance appraisal and development scheme, and as such links to service planning, team planning and the Children and Young Persons Plan. The appraisal scheme will be used as a basis for officers to evidence applications for assessment.

THE ASSESSMENT PROCESS

5. Soulbury officers may apply for assessment after four years' continuous Soulbury service with one or more local authorities. In normal circumstances this will be after not less than two years in the current post (see para. 7 below). Only in exceptional circumstances, which should be discussed with the Head of School Support & Preventative Services, will applications be considered before the four years have elapsed. A Head of Service may also agree, as an exception, the transfer of SPA points from another LA, where the job to be undertaken is the same or broadly similar, but not a promotion to a higher post.

Assessments will be based on the officer's contribution over the four year period. This will be at three levels:

LEVEL 1

- 5.1 Local assessments will be based on the range of duties and responsibilities and achievements against targets and objectives for the post. This assessment of the overall contribution will need to take account of the following national criteria:

- Development - Officers must show that they are fully informed of the developments in their area of specialism;
- Developing the Services - Officers must make a recognised contribution to the policy, planning and meeting of performance targets for their authority;
- Improving Standards - Officers must make an identified contribution to the improvement and evaluation of service delivery across all appropriate aspects of the authority's functions;
- Management and Administration - Officers must manage and assess resources to provide efficient delivery of services;
- Equal Opportunities - Officers must contribute to the development of the authority's policies in improving access to their services in raising achievement levels for their local communities.

LEVEL 2

- 5.2 Assessment of officers' contributions to the service of the LA will be based on showing that they have made a sustained contribution to the efficiency and effectiveness of the service.

LEVEL 3

5.3 Officers will:

- Demonstrate that they have made an exceptional contribution to the development of the service over a sustained period, for instance in developing the Children's Services agenda in the authority.
- Be involved in a programme of cpd focused on the requirements of the service and the aspirations of the officers for their own professional development.

PROCEDURE

6. On completion of four years' continuous Soulbury service with one or more local authorities, two of which have been in the current post, an officer may choose to apply for Level 1 Assessment. For the purpose of this procedure 'current post' means overall job 'type', at the same level, as it is recognised that some responsibilities within that may change from time to time. These areas of responsibility will also be reflected in the officer's current specialism. A Head of Service may also agree, as an exception, the transfer of SPA points from another LA, where the job to be undertaken is the same or broadly similar, but not a promotion to a higher post.
7. Form SASS1 should be completed, providing evidence on how the officer meets the national criteria, in relation to the range of duties and responsibilities outlined in the job description and to achievements against targets and objectives for the post, as discussed by means of the Performance Management Development Scheme and 1 to 1 meetings. The paperwork may be supplemented by a portfolio of evidence, other written records, including externally verified records, but the completion of the proforma is not expected to be extensive.
8. Form SASS1 should be endorsed by the relevant line manager, who will not be involved in the assessment process, but may support the officer should any review be necessary (paragraph 18). The applicant may choose to proceed even where the application is not supported by the line manager. Regardless of whether or not the application is endorsed, a brief written commentary will be provided by the line manager.
9. The application will be considered by the appropriate Head of Service (where this is the line manager, this will be the Corporate Director of Children and Learning).
10. Successful assessment to the first level will result in the payment of an additional point on the Soulbury spine from the date on which the application was made.

11. Assessment to the second level will be subject to a sustained contribution to the efficiency and effectiveness of the service. There is no automatic entitlement to progression. Where annual reviews have taken place the officer's line manager may submit a written recommendation, with documentary evidence, for progression to Level 2. Should the officer wish to apply without the recommendation of the line manager, or where annual review information is not available, the officer may submit a written application. Form SASS2 is provided for this purpose. Regardless of whether or not the application is endorsed, a brief written commentary will be provided by the line manager. Application to the second level will normally be after a minimum of at least one year on the first level and will relate to the annual appraisal interview.
13. The award of a third SPA point will not be made until at least two years after officers have achieved SPA2. Application should be made on form SPSS3, as outlined in paragraph 12.
14. The assessment process will be as outlined in paragraph 10. After each assessment the officer is entitled to oral feedback from the line manager, which may feed into the annual appraisal process.

REVIEW

15. Should officers wish to challenge an assessment to Levels 1, 2 or 3 they have the right to request a review. This right should be exercised in writing, to the Director of Children and Learning, within 14 calendar days of written notification of the formal assessment, outlining the reasons for the review.
16. The Director of Children and Learning will undertake a review of the application. Where the Director of Children and Learning is the line manager, the review will be undertaken by an alternative Corporate Director of the Council.
17. The applicant may be accompanied by a trades union representative or work colleague to that meeting, and may wish to call their line manager in support of their case.
18. The decision will be given in writing within seven calendar days of the date of the review.
19. The decision of the Director will be final. No other procedure will take precedence over the Assessment and Review procedure outlined above.

SOULBURY ASSESSMENT

LEVEL 1

NAME: -----

SERVICE: -----

JOB TITLE: -----

SPECIALISM: -----

DATE APPOINTED TO SOULBURY POST AT SOUTHEND BOROUGH
COUNCIL:

DATE APPOINTED TO CURRENT POST: -----

CURRENT SALARY RANGE: -----

CURRENT SPINE POINT: -----

SIGNATURE OF APPLICANT: -----

DATE: -----

This application is/is not* supported by the line manager.
The applicant does/does not* meet all five standards.

LINE MANAGER: ----- SIGNATURE: -----

DATE: -----

HEAD OF SERVICE: -----SIGNATURE: -----

DATE: -----

A PORTFOLIO OF EVIDENCE MAY BE ATTACHED.

*Delete as appropriate.

REF SASS1

1.

DEVELOPMENT

Please summarise evidence that you are fully informed of the development in your area of responsibility/specialism over the last 4 years.

(As part of your ongoing professional development it is anticipated that this section will include evidence of **outcomes** arising from up to date knowledge and understanding of local and national developments).

2.

DEVELOPING THE SERVICES

Please summarise your personal, and recognised, contribution to the policy, planning and meeting of performance targets for the LEA.

(It is anticipated that the evidence in this section will have a direct correlation to service plans, the Education Development Plan, the Equal Opportunities Action Plan, the Education Strategic Plan and any other departmental plans over the past 4 years. Please cross reference the evidence as appropriate).

Please summarise evidence of your personal contribution to the improvement and evaluation of service delivery across all appropriate aspects of the authority's functions over the past 4 years.

4.

MANAGEMENT AND ADMINISTRATION

Please summarise evidence of your management and assessment of resources over the past 4 years, in order to provide efficient delivery of services.

Please summarise evidence of your contribution, over the past 4 years to the authority's policies in improving access to our services and in raising achievement levels for the local community.

6. EVALUATION BY LINE MANAGER

Line managers are required to carry out an initial assessment of the application, as endorsed on the cover sheet.

In addition, please explain below what evidence additional to this form which you have taken into account. Set the officer's performance in the overall context of the authority's role in raising standards in schools, improving involvement of young people in community activities and the promotion of child development and learning. Indicate to the best of your knowledge whether the information provided by the applicant is correct, that it derives from the applicant's own practice and is representative of their overall performance.

SOULBURY ASSESSMENT

LEVEL 2

NAME: -----

SERVICE: -----

JOB TITLE: -----

SPECIALISM: -----

CURRENT SPINE POINT: -----

DATE PROGRESSED TO LEVEL 1: -----

SIGNATURE OF APPLICANT: ----- DATE: -----

This application is/is not* supported by the line manager.
The application has/has not* made a sustained contribution to the efficiency and effectiveness of the service.

LINE MANAGER: ----- SIGNATURE: -----

DATE: -----

HEAD OF SERVICE: ----- SIGNATURE: -----

DATE: -----

* Delete as appropriate.

REF SASS2

PLEASE SUMMARISE AGAINST
EACH STANDARD EVIDENCE OF YOUR SUSTAINED
CONTRIBUTION TO THE EFFICIENCY AND EFFECTIVENESS OF THE
SERVICE SINCE PROGRESSION TO LEVEL 1

(You may choose to use direct extracts from you annual appraisal where these match
the criteria below).

1.	DEVELOPMENT
2.	DEVELOPING THE SERVICES
3.	IMPROVING STANDARDS

4.	MANAGEMENT AND ADMINISTRATION
5.	EQUAL OPPORTUNITIES
6.	EVAULATION BY LINE MANAGER
<p>Please endorse the cover sheet and explain below any additional evidence you have taken into account to assess the officer's sustained contribution to the effectiveness of the service. Indicate to the best of your knowledge whether the information provided by the applicant is correct, that it derives from the applicant's own practice and is representative of their overall performance.</p>	

SIGNED: ----- LINE MANAGER: -----

SOULBURY ASSESSMENT
LEVEL 3

NAME: -----
SERVICE: -----
JOB TITLE: -----
SPECIALISM: -----
DATE PROGRESSED TO LEVEL 2: -----
SIGNATURE OF APPLICANT: ----- DATE: -----

This application is/is not* supported by the line manager.
The application has/has not* made a sustained contribution to the efficiency and effectiveness of the service.

LINE MANAGER: ----- SIGNATURE: -----
DATE: -----
HEAD OF SERVICE: ----- SIGNATURE: -----
DATE: -----

* Delete as appropriate

REF SASS3

PLEASE SUMMARISE BELOW EVIDENCE AND EXAMPLES WHICH SUPPORT AN EXCEPTIONAL CONTRIBUTION TO THE DEVELOPMENT OF CHILDREN'S SERVICES IN SOUTHEND
(YOU MAY USE APPRAISAL STATEMENTS).

1. CONTRIBUTION TO SOUTHEND'S CHILDREN'S SERVICE

PLEASE IDENTIFY YOUR INVOLVEMENT AND CPD, SINCE THE AWARD OF SPA2, WHICH SUPPORTS BOTH SERVICE DEVELOPMENT AND YOUR OWN ASPIRATIONS.

2. CPD

Youth & Community Workers Salary Levels 2016

Youth and Community Support Worker Range

Pay Points

2.	15,507
3.	16,117
4.	16,681
5.	17,241
6.	17,828
7.	18,450
8.	19,069
9.	19,856
10.	20,472
11.	21,467
12.	22,441
13.	23,445
14.	24,485
15.	25,194
16.	25,935
17.	26,662

Professional Range

Pay Points

13.	23,445
14.	24,485
15.	25,194
16.	25,935
17.	26,662
18.	27,396
19.	28,123
20.	28,852
21.	29,672
22.	30,601
23.	31,505
24.	32,413
25.	33,329
26.	34,243
27.	35,159
28.	36,085
29.	37,005
30.	37,924
31.	38,545*
32.	39,565*

* Discretionary Points

Support Worker Range (1)

Points 3 – 6 JNC 367 -370 £16,117 - £17,828

Support Worker Range (2)

Points 12 – 15 JNC 384 – 387 £22,441 - £25,194

Professional Range

Points 19 -22 JNC 391 – 394 £28,123 - £30,601

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4.3 The Senior Managers' Pay Panel

4.3.1 Membership

- Leader (Chairman)
- Deputy Leader
- 1 Other Cabinet Member
- The Leader of the 2 largest Opposition Groups
- A person independent of the Council

(Advisor – Chief Executive & Town Clerk, save that in the case of his/her own PRP it will be a SOLACE consultant – or other independent advisor as agreed with the Chief Executive)

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: Does not apply

4.3.2 Quorum

3

4.3.3 Terms of Reference

- To consider and moderate objectives set for the Senior Managers subject to PRP (the Chief Executive & Town Clerk, Deputy Chief Executives and Directors).
- To consider recommendations from end of year reviews and agree pay awards within the parameters of the Council's Senior Managers' PayScheme.

4.3.4 Status of Meeting

Private

4.3.5 Reports to

The Cabinet

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Reward Policy
for all Southend Borough Council Employees
(excluding schools)

January 2017

Version no	1
Date	4 January 2012
Drafting Officer	Joanna Ruffle
Lead Officer	Joanna Ruffle
Equality Impact Assessment	25 April 2006
Revised Policy	January 2012
Policy Reviewed	January 2013, January 2014 & January 2015, January 2016 & January 2017

Appendices

Appendix B1	Salary Levels 1 – 12
Appendix B2	SMG Grades 1 – 3
Appendix B3	Senior Managers Pay: Terms of the Scheme
Appendix B4	Soulbury Salary Levels
Appendix B5	Soulbury Agreement
Appendix B6	Salary Levels – Youth and Community Workers
Appendix B7	The Performance Related Pay Panel

Reward Policy

1. Introduction

Pay is a key factor affecting relationships at work and helps determine an organisational culture. The level and distribution of pay and benefits can have a considerable effect on the performance of an organisation, and on the engagement and productivity of its workforce.

The Council recognises the importance of pay systems that are appropriate, transparent, provide value for money and reward staff fairly for the work they perform. In addition, through its pay system, the Council ensures that jobs are evaluated effectively and fairly; that all work is aligned to the organisational priorities and that only good performance is rewarded. This is particularly important in an organisation where job roles are complex and diverse and high standards of performance and conduct are expected by service users/customers.

2. Principles

In developing and implementing this reward policy, the Council will ensure that the way in which its workforce is rewarded will be:

- Fair
- Equitable
- Consistent
- Transparent
- Flexible

The following factors will also be included:

- The delivery of the organisational priorities
- The reinforcement of the organisational values
- The recruitment and retention of high calibre staff
- The motivation, engagement and development of staff
- The reward of good and excellent performance
- The promotion of staff flexibility – mobility, development, and future organisational needs
- The management of pay costs and ensuring value for money, both in the short and long term

This Reward Policy forms a key part of the Council's People Management Strategy which in turn underpins the Council's Corporate Plan and Strategic objectives. How staff are rewarded for their contribution is directly linked to the delivery of the council's key aims. This is done through an annual appraisal and target setting process which is applied to ALL staff.

3. Legislation

The legislation covering pay and reward includes:

a) Equal Pay Act 1970: The Council will ensure:

- All staff are appointed or assimilated, e.g. after re-grading, restructuring, or promotion at the same level into the pay grades where experience, skills, qualifications and hours of work are comparable, irrespective of gender
- All new starters are given the substantive rate for the job
- The average pay to men and women is equal for like work
- Staff involved in applying and administering pay schemes will be trained in equalities awareness
- Any differences in pay between men and women will be objectively justified
- Access to additional payments and allowances e.g. payments for skills, responsibility allowances will be based on equitable criteria
- All staff will be treated equally irrespective of gender
- Men and women doing like work or in the same grade will receive progression through the appropriate pay scale
- If there are bars to progression between grades/spinal column points, progression will be based on fair and objective criteria that staff are aware of and men and women will pass through them on an equitable basis

b) Localism Act 2011: Section 38(1) of the Localism Act 2011 requires Local Authorities to produce an annual pay policy statement about chief officers, low paid employees and the relationship between the two. This policy provides the detailed background to that statement.

4. Conditions of Service

a) Staff on salary levels 1-12 (Appendix 1)

These staff are employed on NJC terms and conditions (Green Book) supplemented by the Council's Collective Agreement 2005 (as amended 2006). This agreement can be found on the intranet – [Amended Local Collective Agreement – Oct 06.](#)

b) Staff on senior management grades 1-3 (Appendix 2). These staff are employed on JNC terms and conditions for chief officers except for pay which is determined by a local scheme (Appendix 3).

c) Staff on Soulbury salary levels (Appendix 4)

These staff are employed on NJC terms and conditions (Green Book) except for pay which is determined in accordance with the recommendations of the Soulbury Committee as detailed in Southend Council's Soulbury Agreement (Appendix 5).

d) Staff on Youth and Community Workers Salary levels (Appendix 6)

These staff are employed on JNC terms and conditions for youth and community workers.

e) Teachers

Where teachers are employed directly by the Council, these staff are paid in accordance with the Teachers Pay and Conditions document 2016.

5. **Delegated Authority**

The Constitution of the Council Part 3, Schedule 3, details the delegations in respect of pay and grading. In summary:

- a) For posts below chief officer level – salary grades will be determined by the relevant chief officer in consultation with the Director of Transformation who will be responsible for ensuring that the relevant Job Evaluation scheme and processes have been applied. Actual salary within the evaluated grade will be determined by the relevant chief officer in accordance with this policy, the relevant terms and conditions of employment and any local agreements that are operating at that time. Advice will be sought from HR Services before any final decision on actual salary is made.
- b) For posts at chief officer level – salary grades will be determined in accordance with the relevant Job Evaluation scheme and agreed by Full Council.

Actual salary (including any pay awards) will be determined by the Council's Performance Related Pay Panel (Appendix 7). This panel will also review the salary ranges on an annual basis to ensure that these are competitive within the market.

6. **Confidentiality**

The application of this Reward Policy will be undertaken in an open and transparent way but the salary details of individual members of staff shall remain confidential as appropriate in accordance with relevant legislation, other than where the Council is required to make these details public.

7. **Process for Grading Posts**

- a) The Council has adopted the NJC and the Hay Job Evaluation schemes. All posts with the Authority, with the exception of Teachers, Youth Workers, Soulbury and transferring Public Health staff have been reviewed under the appropriate scheme and graded accordingly.
- b) All new posts and any posts whose duties and level of responsibility change significantly on a permanent basis will be reviewed under these schemes. Details of the job evaluation process are available on the Intranet.
- c) HR Services are responsible for administering the job evaluation process within the Authority.

8. Pay Structure and Progression

The pay structure and progression arrangements for the relevant staff group is as follows:

a) Staff on salary levels 1-12 (Appendix 1)

- (i) Increments will be paid on 1 April each year until the maximum of the level is reached subject to the following:

Increments may be accelerated within an officer's scale at the discretion of the authority on the grounds of special merit or ability, subject to the maximum of the level not being exceeded in accordance with Chief Officer delegation. It is anticipated that this will only occur in exceptional circumstances, after careful consideration of equal pay requirements and consultation with the HR

Business Partner.

- (ii) An increment may be withheld due to poor performance but will only apply where correct capability procedures have been followed. Any increment withheld may be paid subsequently if the officer's performance improves.

- (iii) Employees with less than six month's service in the grade by 1 April shall be granted their first increment six months from the actual date of their appointment, promotion or re-grading. All future increments will then be paid on 1 April.

N.B. Any action under (i) or (ii) shall not interrupt the payment of subsequent increments on 1 April.

b) Staff on Senior Management grades 1-3 (Appendix 2)

Annual pay awards will be considered and agreed by the Council's PRP Panel in accordance with the Senior Managers Pay Scheme.

c) Staff on Soulbury salary levels (Appendix 4).

d) Staff on Youth and Community Worker Salary levels (Appendix 6) Increments will be paid as per paragraph 8(a).

e) Teachers

Progression will be in accordance with the School Teachers Pay & Conditions document 2016.

9. Pay Protection

The Council has developed a [pay protection policy](#) for those staff whose posts are downgraded as a consequence of implementing structural change or job evaluation where this results in a salary reduction.

This policy can be found on the Intranet.

10. Pay Awards

Staff on all terms and conditions other than chief officers will receive an annual cost of living pay award where this is negotiated nationally by the relevant negotiating committee. For staff on chief officer terms and conditions there is no pay award other than that which may be determined by the Council's Performance Related Pay Panel and which is based on the criteria laid out in the Council's Senior Managers Pay Scheme.

11. Salary at Recruitment

New members of staff will start at a salary point within the job evaluated range for the post having regard to the knowledge, skills and competencies of the individual as well as their current and previous salary levels. Consideration must also be given to the salary levels of any existing members of staff in the same job group and the impact this may have on them.

All requests to appoint above the minimum of the level must be agreed by the relevant Director and HR Business Partner before any salary offer is made to the candidate.

In the case of chief officers, salaries are 'spot' salaries and represent the 'rate for the job. New entrants may be recruited to a 'development rate' at 90% of the spot salary for the first 12 months where he/she needs to grow into the role. Starting salaries will be agreed by the relevant Appointments Committee of the Council. Where a salary of > £100,000 is being proposed this must be agreed by the full Council.

12. Pay on Promotion or Transfer

a. Move to a new post at the same level

Where a member of staff moves to a new permanent post at the same level, they will normally be appointed on the same salary point and retain the incremental date (where this is relevant) from their original post.

b. Pay on promotion

Where a member of staff receives a promotion they will normally be appointed on the minimum point for the new level unless their qualifications or relevant experience qualify them for additional points.

All requests to appoint above the minimum level must be agreed by the relevant Director and HR Business Partner before a salary offer is made to the candidate.

In the case of chief officers, all requests to appoint above the minimum of the level must be agreed by the relevant Appointments Committee of the Council.

c. Move to a new post when the member of staff is at the top of their current level

Where a member of staff is at the top of their level and is appointed to a post at the next level which starts at the same salary point:

(i) where the appointment is due to re-evaluation or “slotting-in”, there will be no movement and the member of staff will be appointed on the same salary point if it already exists.

(ii) where the appointment is due to promotion or “ring-fencing” and the member of staff has gone through a selection process (i.e. interview) then an additional increment will be given.

d. Move to a new post at a lower level

Where a member of staff moves to a new post at a lower level as part of a restructuring process, then the Council’s Pay Protection Policy will apply. Pay Protection will not apply however where such a move is voluntary.

13. Allowances: Overtime, Bank Holiday Working, Night Work, Standby etc

Staff on all terms and conditions **other than Chief Officers** may be paid allowances, where appropriate, in accordance with Appendix 3 of the Council's Collective Agreement.

Chief Officers are not eligible for such allowances but are expected to undertake duties outside their contractual hours and working patterns as is commensurate with their salary level without additional payment.

14. Additional Payments

Staff on all terms and conditions **other than Chief Officers** may be eligible for additional payments in accordance with the Additional Payments scheme (see Appendix 4 of the Council's Collective Agreement).

Chief officers will not normally be eligible for additional payments other than:

- a. Market Supplements – where market fluctuations and demands are such that an additional payment is necessary in order to recruit or retain high calibre staff with the appropriate skills, knowledge and experience.
- b. Additional payment for Monitoring Officer, Section 151 Officer and Director of People – these 3 roles attract a supplement over and above the evaluated grade in respect of the additional statutory functions undertaken by the postholders on behalf of the Authority. This supplement is paid separately to basic salary and is not subject to annual pay awards. It is reviewed periodically.

15. Other payments

Returning Officer

The Chief Executive undertakes the role of Returning Officer in respect of local, national and European elections.

The Returning Officer is an officer of the Borough Council who is appointed under the Representation of the People Act 1983. Whilst appointed by the Borough Council, the role of the Returning Officer is one which involves and incurs personal responsibility and accountability and is statutorily separate from his/her duties as an employee of the Borough Council. As Returning Officer, he/she is paid a separate allowance for each election for which he/she is responsible.

Other Council staff may undertake duties on behalf of the Returning Officer, e.g. polling clerks, count supervisors, etc. They will receive separate payments for these duties based on their role in any election process.

16. Payments on Termination of Employment

Staff on all terms and conditions will receive payment on termination of their employment (other than in cases of dismissal for misconduct) in accordance with the following Council policies:

- a. Pensions Policy
- b. Severance Policy for Redundancy and Early Retirement

In the unlikely event of a severance payment exceeding £100,000 this will require the approval of full Council. In addition, any severance payments will be subject to the Public Sector Exit Payment Regulations 2016.

Staff who have left the Authority on grounds of redundancy or early retirement will not normally be re-employed by the Council in the same capacity unless there is an exceptional business reason to do so. This will be determined by the Chief Executive and Deputy Chief Executive (in the case of all staff below Chief Officer level) and by the PRP Panel (in the case of Chief Officers). These staff earning in excess of £80,000 p.a. will be subject to the Public Sector Exit Payment Recovery Regulations 2016.

9Scope

- This policy applies to all employees of Southend-on-Sea Borough Council (excluding schools)

Delegation

- See paragraph 5 of this policy

Amendments

- June 2003 - new policy
- January 2006 - Amendment
- January 2007 - Amendment
- January 2009 - Amendment
- April 2010 - Clarification
- September 2010 – Amendment
- January 2012 – Revised policy to incorporate requirements of the Localism Act 2011 and other legislative changes
- January 2013 – Updated to reflect annual review
- January 2014 – Updated to reflect annual review
- January 2015 – Updated to reflect annual review
- January 2016 – Updated to reflect annual review
- January 2017 – Updated to reflect annual review

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Calendar of Meetings 2017 - 18

2017

MAY

ANNUAL COUNCIL

COUNCIL (Appointment of Committees etc.)

3.30pm

6.30pm

Thursday, 11th May

Thursday 18th May

29

JUNE

Development Control Committee

Cabinet Committee

CABINET

Southend Health and Wellbeing Board

Audit Committee

2.00 pm

6.00pm

2.00pm

5.00pm

6.30pm

Wednesday, 7th June

Thursday, 15th June

Tuesday, 20th June

Wednesday 21st June

Wednesday 28th June

JULY

Development Control Committee

Place Scrutiny Committee

People Scrutiny Committee (including Health)

Policy and Resources Scrutiny Committee

COUNCIL

2.00 pm

6.30pm

6.30pm

6.30pm

6.30pm

Wednesday, 5th July

Monday, 10th July

Tuesday, 11th July

Thursday, 13th July

Thursday, 20th July

AUGUST

Development Control Committee

2.00pm

Wednesday, 2nd August

SEPTEMBER

Audit Committee

Development Control Committee

Cabinet Committee

CABINET

Southend Health and Wellbeing Board

6.30pm

2.00pm

6.00pm

2.00pm

5.00pm

Wednesday, 6th September

Wednesday, 13th September

Thursday, 14th September

Tuesday, 19th September

Wednesday, 20th September

OCTOBER

Development Control Committee

Place Scrutiny Committee

People Scrutiny Committee

Policy and Resources Scrutiny Committee

COUNCIL

2.00 p.m.

6.30pm

6.30pm

6.30pm

6.30pm

Wednesday, 4th October

Monday, 9th October

Tuesday, 10th October

Thursday, 12th October

Thursday, 19th October

NOVEMBER

Cabinet Committee

CABINET

Development Control Committee

Place Scrutiny Committee

People Scrutiny Committee (including Health)

Policy and Resources Scrutiny Committee

6.00pm

2.00pm

2.00pm

6.30pm

6.30pm

6.30pm

Thursday, 2nd November

Tuesday, 7th November

Wednesday, 8th November

Monday, 27th November

Tuesday, 28th November

Thursday, 30th November

DECEMBER

Southend Health and Wellbeing Board

Development Control Committee

COUNCIL

5.00pm

2.00pm

6.30pm

Wednesday, 6th December

Wednesday, 13th December

Thursday, 14th December

2018

JANUARY

Cabinet Committee	6.00pm	Monday, 8 th January
CABINET	2.00pm	Tuesday, 9th January
Development Control Committee	2.00pm	Wednesday, 10 th January
Audit Committee	6.30pm	Wednesday, 17 th January
CABINET (Council Budget Only)	2.00pm	Thursday, 18th January
Southend Health and Wellbeing Board	5.00pm	Wednesday, 24 th January
Place Scrutiny Committee	6.30pm	Monday, 29 th January
People Scrutiny Committee (including Health)	6.30pm	Tuesday, 30 th January
Policy and Resources Scrutiny Committee	6.30pm	Wednesday, 31 st January

FEBRUARY

Development Control Committee	2.00pm	Wednesday, 7 th February
CABINET (Council Budget)	2.00pm	Tuesday, 13th February
COUNCIL	6.30pm	Thursday, 22nd February

MARCH

Development Control Committee	2.00pm	Wednesday, 7 th March
Cabinet Committee	6.00pm	Thursday, 8 th March
CABINET	2.00pm	Tuesday, 13th March
Southend Health & Wellbeing Board	5.00pm	Wednesday, 21 st March
Audit Committee	6.30pm	Wednesday, 28 th March

APRIL (NB: Maundy Thursday 29th March, Good Friday 30th March, Easter Monday 2nd April)

Development Control Committee	2.00pm	Wednesday, 4 th April
Place Scrutiny Committee	6.30pm	Monday, 9 th April
People Scrutiny Committee (including Health)	6.30pm	Tuesday, 10 th April
Policy and Resources Scrutiny Committee	6.30pm	Thursday, 12 th April
COUNCIL	6.30pm	Thursday, 19th April

MAY

ANNUAL COUNCIL	3.30pm	Thursday, 10th May
COUNCIL (Appointment of Committees etc.)	6.30pm	Thursday 17th May
Development Control Committee	2.00pm	Wednesday, 6 th June

NOTE: Cabinet Committee dates are provisional only, depending on there being business to transact

Holocaust Memorial Day Commemoration Service – January 27

School Term Dates:

Summer Term starts Tuesday 18 April 2017 – Friday 21 July 2017
Half Term 29 May – 2 June, and May Bank Holiday, 1 May

Autumn Term starts Friday 1 September 2017 – Wednesday 20 December 2017
Half Term 23 October – 27 October

Spring Term starts Wednesday 3 January 2018 - Thursday 29 March 2018
Half Term 12 February - 16 February

2018 summer term starts Monday 16 April 2018

Note:

Conservative Conference: - 1-4 October 2017

Labour Conference: - 24-27 September 2017

Lib Dem Conference: - 16-20 September 2017

UKIP Conference: tbc

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