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Southend-on-Sea City Council

Strategy, Change & Governance

Executive Director: Stephen Meah Sims (Interim)

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14 October 2022

THE COUNCIL - THURSDAY, 20TH OCTOBER, 2022 SUPPLEMENTARY MINUTES PACK

Please find enclosed, for consideration at the next meeting of The Council taking place on Thursday, 20th October, 2022, the following minutes that were unavailable when the agenda was printed.

Agenda No Item

29. **Minutes of the meeting of General Purposes Committee held Wednesday, 5 October 2022 (Pages 1 - 2)**

attached

30. **Minutes of the meeting of Place Scrutiny Committee held Monday, 10 October 2022 (Pages 3 - 8)**

attached

31. **Minutes of the meeting of People Scrutiny Committee held Tuesday, 11 October 2022 (Pages 9 - 14)**

attached

32. **Minutes of the meeting of Policy and Resources Scrutiny Committee held Thursday, 13 October 2022 (Pages 15 - 20)**

attached

Rob Harris
Principal Democratic Services Officer

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of General Purposes Committee

Date: Wednesday, 5th October, 2022

Place: Council Chamber - Civic Suite

29

Present: Councillor A Line (Chair)
Councillors A Jones (Vice-Chair), J Courtenay, T Cox, K Evans,
M Kelly, K Buck, *T Cowdrey and *P Wexham

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: R Harris, S Brown, C Gamble and G Gilbert

Start/End Time: 6.30 pm - 7.30 pm

329 Apologies for Absence

Apologies for absence were received from Councillors Dent (substitute: Cllr Cowdrey), Jarvis (substitute: Cllr Buck) and Thompson (substitute: Cllr Wexham).

330 Declarations of Interest

There were no declarations of interest at this meeting.

331 Constitution Review - Findings from Centre for Governance and Scrutiny

The Committee considered a report of the Chief Executive presenting the Centre for Governance and Scrutiny (CfGS) report containing recommendations on the next steps for the review and update of the Council's Constitution.

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

Resolved:

1. That the contents of the submitted Centre for Governance and Scrutiny (CfGS) report, be noted.
2. That the redrafting of Council Procedure Rules, alongside the changes to the Scrutiny Procedure Rules (including pre-Cabinet Scrutiny) and a pilot scheme to be in place and trialled by February 2023, be endorsed.
3. That the General Purposes Committee act as a cross-party focus group for ongoing work.
4. That it be noted that the next step will be to agree a timetable and sequence for changes to the Constitution.
5. That an ongoing review of the Constitution as a whole be maintained in tandem with resolution 2 above and an update in this regard be brought before the next meeting of the General Purposes Committee.

Chair: _____

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of Place Scrutiny Committee

Date: Monday, 10th October, 2022
Place: Council Chamber - Civic Suite

30

Present: Councillor J Courtenay (Chair)
Councillors J Warren (Vice-Chair), M Berry, K Buck, S Buckley,
T Cox*, D Cowan*, L Hyde, D Jarvis, A Jones, J Moyies,
A Thompson, N Ward, P Wexham and R Woodley
(*Substitute in accordance with Council Procedure Rule 31.)

In Attendance: Councillors P Collins, S George, I Gilbert, C Mulroney, M Terry and
S Wakefield (Cabinet members)
Councillor K Evans
J Burr, K Gearing, N Hoskins, A Richards and T Row

Start/End Time: 6.30 pm - 9.40 pm

332 Apologies for Absence

Apologies for absence were received from Councillor Borton (substitute: Councillor Cowan), Councillor Davidson (substitute: Councillor Cox), Councillor Dent (no substitute) and Councillor Kelly (no substitute).

333 Declarations of Interest

The following interests were declared at the meeting:

(i) Councillors Collins, George, Gilbert, Mulroney, Terry and Wakefield (Cabinet Members) - Interest in the items referred direct; attended pursuant to the dispensation agreed at Council on 19 July 2012, under S.33 of the Localism Act 2011;

(ii) Councillor A Jones – Minute No. 336 (Resourcing Better Outcomes – Finance and Corporate Performance Report 2022/23 – Period 4) – Civic Tower Block is mentioned and two of her sons are employed at the Council but work from home most of the time;

(iii) Councillor A Jones – Minute No. 337 (City Centre Strategy & Investment Plan) – Buses and C2C mentioned and two of her sons work in those organisations;

(iv) Councillor Gilbert – Minute No. 337 (City Centre Strategy & Investment Plan) – Place of employment is located close to City Centre;

(v) Councillor Hyde – Minute No. 338 (Endorsement of Transport East Transport Strategy) – Subject matter refers to a Disclosable Pecuniary Interest (main employment) (withdrew for this item);

(vi) Councillor A Jones – Minute No. 338 (Endorsement of Transport East Transport Strategy) – Husband works for Fords and in the port, a son works for

C2C, a son works for the Council's Strategic Passenger Transport and another son works in skills and recruitment within the Council.

(vii) Mr A Richards – Minute No. 337 (City Centre Strategy & Investment Plan) and Minute No. 341 (SO46 Report) – Better Queensway: Council appointed representative on the Porters Place LLP Board.

334 Questions from Members of the Public

There were no questions for members of the public.

335 Minutes of the Meeting held on Tuesday, 30th August, 2022

Resolved:-

That the Minutes of the Meeting held on Tuesday, 30th August 2022 be received, confirmed as a correct record and signed.

336 Resourcing Better Outcomes – Finance and Corporate Performance Report 2022/23 – Period 4

The Committee considered Minute 314 of the meeting of the Cabinet held on 29th September 2022, which had been referred direct by Cabinet for scrutiny by each of the Scrutiny Committees, together with a report of the Executive Director (Finance & Resources) reviewing the Council's financial performance.

The Committee discussed the report in some detail and asked a number of questions of the relevant Cabinet Members. In response to questions on the following matters, the relevant Cabinet Member undertook to provide written responses:

- the increase in cost for handling cashless payments for parking;
- the cost of implementing the Southend Pass parking scheme;
- the figure used in the report as the level of inflation;
- the level of reserves that has been built up by the Council that are available, its utilisation and what they can be used for;
- an explanation of what the carry forward of £529k in respect of the Bell Junction scheme relates to;
- when the approval was granted by Cabinet for the procurement of the Waste Disposable Contract, a brief outline of the decision-making process that was followed and if not an explanation as to why this was not the case;
- a breakdown of where the "Works to property" will be spent totalling £7.790m as detailed on page 3 of Appendix 2 Capital Investment Programme; and
- what the loss of revenue of £60k as mentioned in paragraph 4.23 of the report under Park and Ground Maintenance relates to.

Resolved:-

That the following recommendations of Cabinet be noted:-

"1. That, in respect of the 2022/23 Revenue Budget Performance as set out in Appendix 1 to the submitted report: ||

1. That the forecast outturn for 2022/23 for the General Fund and the Housing Revenue Account as at 31 July 2022, be noted.
2. That the management action taken and to be taken to reduce the forecast overspend of the Council's revenue budget for 2022/23, be noted.
3. That the transfer of £500,000 from HRA reserves to support the increase in repairs and maintenance costs, be approved.
4. That the planned budget transfers (virements) of £2,327,766 from earmarked reserves, as set out in the submitted report, be approved.
2. That, in respect of the 2022/23 Capital Budget Performance as set out in Appendix 2 of the submitted report:
5. That the expenditure to date and the forecast outturn as at 31 July 2022 and its financing, be noted.
6. That the requested changes to the capital investment programme for 2022/23 and future years, as set out in section 4 of Appendix 2 to the submitted report, be approved.
7. That the Corporate Performance Report as at 31 July 2022 set out in Appendix 3 to the submitted report, be noted.

Note: This is a Council Function

Cabinet Members: Cllr George and Cllr Collins

337 City Centre Strategy & Investment Plan

The Committee considered Minute 315 of Cabinet held on 29th September 2022, which had been referred direct by Cabinet for scrutiny, together with the report of the Interim Director for Growth and Housing presenting the City Centre Strategy and Implementation Plan. This had been developed with partners following significant public and stakeholder engagement, and outlined the actions, both short and long term, to create a thriving, active, safe, and sustainable City Centre.

Resolved:-

That the following decisions of Cabinet be noted:-

- "1. That the City Centre Strategy & Investment Plan, set out in Appendix 1 to the submitted report, as a means to create a thriving, active, safe and sustainable City Centre, be approved.
2. That the governance arrangements and next steps, including Day One actions, be approved."

Note: This is an Executive Function

Cabinet Member: Cllr Gilbert

338 Endorsement of Transport East Transport Strategy

The Committee considered Minute 318 of Cabinet held on 29th September 2022, which had been referred direct by Cabinet for scrutiny, together with the report of the Executive Director (Neighbourhoods and Environment) presenting the Transport East Transport Strategy.

Resolved:-

That the matter be referred back for reconsideration and that Cabinet be recommended that the need for a new major east-west corridor from Shoeburyness be Included in the strategy.

Note: This is an Executive function

Cabinet Member: Councillor Wakefield

339 PSPO - Jet Skis and Beach Barbecues

The Committee considered Minute 321 of Cabinet held on 29th September 2022, which had been referred direct by Cabinet for scrutiny, together with the report of the Executive Director (Adults and Communities) presenting the outcomes of the recent consultation for a PSPO to be introduced for personal watercraft (PWC) such as jet skis, barbecues and bonfires on beaches.

Resolved:-

That the following decision of Cabinet be noted:

“1. That the introduction of a ban on barbecues under PSPO legislation on designated beaches, be approved.

2. That a PWC code of conduct under PSPO legislation, be adopted.”

Note: This is an Executive function

Cabinet Member: Councillor Mulroney

340 The Official Feed and Food Control Service Plan 2022-23

The Committee considered Minute 322 of Cabinet held on 29th September 2022, which had been referred direct by Cabinet for scrutiny, together with the report of the Executive Director (Neighbourhoods and Environment) presenting the Official Feed and Food Control Service Plan 2022- 23.

Resolved:-

That the following recommendation be noted:

“1. That the achievements against the previous plan 2021-22 and the ability to achieve targets is reliant on the ability to maintain staffing levels and the ability to recruit to vacant posts, be noted.

2. That the Official Feed and Food Control Service Plan 2022-23 'The Plan', set out at Appendix 1 to the submitted report, be approved."

Note: This is a Council function
Cabinet Member: Councillor Terry

341 SO46 Report

The Committee considered Minute 326 of Cabinet held on 29th September 2022, which had been referred direct by Cabinet for scrutiny, together with the report summarising out the actions that had been taken under Council Procedure Rule 46.

Resolved:-

That the following decision of Cabinet be noted:

"That the submitted report be noted".

Note: This is an Executive Function
Cabinet Member: as appropriate to the item

342 In-depth Scrutiny Project - 'Preparing Southend-on-Sea for the Electric Vehicle Revolution'

The Committee noted an oral update on the progress that had been made in respect of the in-depth scrutiny project entitled "Preparing Southend for the EV revolution."

Resolved:-

That the report be noted.

This is a Scrutiny function.

343 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.

344 SO46 Report - Confidential Sheet

The Committee considered Minute 328 of Cabinet held on 29th September 2022, which had been referred direct by Cabinet for scrutiny, together with the confidential sheet relating to the report summarising out the actions that had been taken under Council Procedure Rule 46.

Resolved:-

That the following decision of Cabinet be noted:

“That the submitted report be noted”.

Note: This is an Executive Function

Cabinet Member: as appropriate to the item

Chair: _____

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of People Scrutiny Committee

Date: Tuesday, 11th October, 2022

Place: Council Chamber - Civic Suite

31

Present: Councillor L Salter (Chair)
Councillors N Folkard (Vice-Chair), M Berry, T Cowdrey, T Cox, A Dear, K Evans, J Harland, L Hyde, B Hooper, D Jones, J Moyies,* M O'Connor, I Shead, M Stafford and A Thompson

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors L Burton, K Mitchell and S Wakefield (Cabinet Members), J Burr, G Bloom, N Hoskins, B Leigh, M Marks and S Tautz
G Shuttleworth (Vecteo)

Start/End Time: 6.30 pm - 8.50 pm

345 Apologies for Absence

Apologies for absence were received from Councillor B Beggs (Substitute: Councillor J Moyies) and Councillor K Murphy (no substitute).

346 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillors L Burton, K Mitchell and S Wakefield (Cabinet Members - Interest in the referred items; attended pursuant to the dispensation agreed at Council on 19 July 2012, under S.33 of the Localism Act 2011.

(b) Councillor T Cowdrey – Minute 350 (Resourcing Better Outcomes - Finance and Corporate Performance Report 2022/23) - Member of Southend Fostering Panel.

(c) Councillor T Cowdrey – Minute 351 (Options for the Procurement of the Voluntary Sector Infrastructure Contract) - Practice educator for social work student at Citizen's Advice.

(d) Councillor T Cowdrey – Minute 355 (SEND Peer Review) and Minute 356 (Passenger Transport Services - Performance Monitoring) - Practice educator for social work student at St. Nicholas Special School.

(e) Councillor K Evans – Minute 351 (Options for the Procurement of the Voluntary Sector Infrastructure Contract) - Family member employed by the Trust Links mental health and wellbeing charity.

(f) Councillor B Hooper - Minute 355 (SEND Peer Review) - Director of Blade Education, a not-for-profit company that works with local SEND children and MENCAP.

(g) Councillor L Burton (Cabinet Member) - Minute 356 (Passenger Transport Services - Performance Monitoring) - Employed as a teacher at a school outside Southend-on-Sea that has pupils that are resident within the City.

(h) Councillor K Mitchell (Cabinet Member) - Minute 351 (Options for the Procurement of the Voluntary Sector Infrastructure Contract) - The Council's appointed representative on the Southend Association of Voluntary Services Board and the Chair of the 'Hamlet Court Road in Harmony' group that has received Community Investment Board funding.

347 Essex Partnership University NHS Trust

With the agreement of the Chair, the Cabinet Member for Adult Social Care and Health Integration advised the Committee of the action taken to address concerns about mental health services provided by the Essex Partnership University NHS Foundation Trust (EPUT) following the broadcast of the Channel 4 'Dispatches' programme on 10 October 2022 and the publication of articles in the press.

The Cabinet Member reminded members that the Integrated Care System (ICS) for Mid and South Essex commissioned mental health services for residents of Southend-on-Sea from EPUT and that in her capacity as Portfolio Holder and Chair of the Health and Wellbeing Board, she had written to the Chief Executive of the ICS Board to seek details of the formal response of the ICS to the risks identified by the media, the assurance processes that EPUT had put in place and action to be taken should the quality of care not improve.

The Cabinet Member assured the Committee that she would keep members updated on this matter as appropriate.

348 Questions from Members of the Public

The Committee noted the response of the Cabinet Member for Adult Social Care and Health Integration and the Cabinet Member for Children, Learning and Inclusion, to questions presented by Mr D Webb.

349 Minutes of the Meeting held on 31 August 2022

Resolved:

That subject to the inclusion of Councillor B Hooper (no substitute) in the report of members presenting apologies for absence, the minutes of the meeting of the Committee held on 31 August 2022 be confirmed as a correct record and signed.

350 Resourcing Better Outcomes – Finance and Corporate Performance Report 2022/23 – Period 4

The Committee considered Minute 314 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to each of the scrutiny committees, together with a report of the Executive Director (Finance and Resources) reviewing the Council's financial performance.

The relevant Cabinet Members undertook to provide written responses to questions raised by members of the Committee with regard to the following:

- The forecast overspends on Adult Social Care for 2022/23 and whether the budget is on-track for the year.
- The composition, work programme and reporting arrangements of the Council's Workforce Transformation Panel, including the delivery of the 'Service Delivery Change Programme.'
- The effect on relevant service provision of the nationally agreed increases in allowances and annual leave entitlement for local government officers.

Resolved:

That, in respect of the 2022/23 Revenue Budget Performance as set out in appendix 1 to the submitted report:

1. That the forecast outturn for 2022/23 for the General Fund and the Housing Revenue Account as at 31 July 2022, be noted.
2. That the management action taken and to be taken to reduce the forecast overspend of the Council's revenue budget for 2022/23, be noted.
3. That the transfer of £500,000 from HRA reserves to support the increase in repairs and maintenance costs, be approved.
4. That the planned budget transfers (virements) of £2,327,766 from earmarked reserves, as set out in the report, be approved.

That, in respect of the 2022/23 Capital Budget Performance as set out in appendix 2 of this report:

5. That the expenditure to date and the forecast outturn as at 31 July 2022 and its financing, be noted.
6. That the requested changes to the capital investment programme for 2022/23 and future years, as set out in section 4 of appendix 2 to the report, be approved.
7. That the Corporate Performance Report as at 31 July 2022 set out in appendix 3 to the report, be noted.

Note: This is an Executive Function

Cabinet Members: Councillors S George and P Collins

351 Options for the Procurement of the Voluntary Sector Infrastructure Contract

The Committee considered Minute 319 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the Committee for scrutiny, together with a report of the Executive Director (Adults and Communities) presenting options for the re-procurement of the Voluntary Sector Infrastructure Contract.

Resolved:

That the matter be referred back to the Cabinet for reconsideration, with a request to address the concerns of the Committee in regard to the possible impact of the proposed financial envelope for the Southend Infrastructure Service on the local community and voluntary sector .

Note: This is an Executive Function

Cabinet Member: Councillor K Mitchell

352 School Admissions Arrangements for Community Schools 2024/25; the Coordinated Admission Scheme for Academic year 2024/25; and Review of the relevant area

The Committee considered Minute 323 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the Committee for scrutiny, together with a report of the Executive Director (Children and Public Health) presenting the

admission arrangements for Community Schools for the academic year 2024/25 and the Coordinated Admissions Scheme for 2024/25.

Resolved:

That the following decisions of the Cabinet be noted:

- “1. That the proposed Admissions Arrangements for Community Schools for the academic year 2024/25, set out in Appendix 1 to the submitted report, be approved.
2. That it be noted that consultation with governing bodies of Community Schools takes place on the published admission number (PAN) for community infant, junior and primary schools for September 2024, as set out in the Admission Arrangements in Appendix 1 to the report.
3. That the proposed Coordinated Admissions Scheme for 2024/25 onwards, as set out in Appendix 2 and Appendix 3 of the report, be approved.
4. That any minor changes after School Governor consultation be ratified by the Executive Director (Children and Public Health) in December 2022 for publication as required by law on 1 January 2023.
5. That the relevant area for schools as follows: Southend, Castle Point and Rochford for 2025 and 2026, be approved.”

Note: This is an Executive Function
Cabinet Member: Councillor L Burton

353 SO46 Report

The Committee considered Minute 326 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the relevant scrutiny committee, together with a report setting out action that had been taken by the Director of Regeneration and Growth in accordance with Council Procedure Rule 46.

Resolved:

That the following decision of the Cabinet be noted:

“That the submitted report be noted.”

Note: This is an Executive Function
Cabinet Member: As appropriate to the item

354 Community First Responder Volunteer Programme

The Committee received a brief presentation from Dr Else Desmond and Carl Carrington of the East of England Ambulance Service NHS Trust, on the Community First Responder Volunteer Programme.

The Committee also received a demonstration of the Raizer 2 Emergency Lifting Chair utilised by Community First Responders as part of the Trust's Falls Response initiative.

Resolved:

That the appreciation of the Committee for their informative presentation and demonstration, be conveyed to Dr Desmond and Mr Carrington.

355 SEND Peer Review

The Committee considered a report of the Executive Director (Children and Public Health), setting out current progress on the delivery of the Implementation Plan arising from the findings and recommendations identified by the Local Government Association in its Independent Peer Review of the Council's provision of Special Educational Needs and Disabilities (SEND) and Children with Disability services.

The Executive Director (Children and Public Health) undertook to provide a written response to a question raised by a member of the Committee, with regard to the current level of completion of training by councillors in respect of the challenges of working with residents with SEND issues and awareness of the Education, Health and Care Plan process.

The Executive Director (Children and Public Health) also agreed to provide all members of the Committee with a copy of the current version of the 'Threshold of Need' pathway document that was being updated in response to the recommendations arising from the Peer Review.

Resolved:

That the report be noted.

Note: This is a Scrutiny function

356 Passenger Transport Services - Performance Monitoring

The Committee received a report in relation to the ongoing monitoring of the performance of the Vecteo Joint Venture Company established for the provision of passenger transport services.

Resolved:

That the report be noted.

Note: This is a Scrutiny function.

357 In-Depth Scrutiny Project 2022/23 - 'Providing First Class Services for Families with Children with Special Educational Needs & Disabilities'

The Committee received an update on progress with regard to the in-depth scrutiny project for 2022/23.

It was reported that an initial meeting of the Project Team for the in-depth scrutiny project had recently been held, to identify the scope of the project and to develop an achievable project plan and work programme for the remainder of the year. The Committee was advised that Councillor T Cox had been appointed as Chair of the Project Team.

Resolved:

That the project plan and work programme for the in-depth scrutiny project be agreed.

Note: This is a Scrutiny function

Chair: _____

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of Policy and Resources Scrutiny Committee

Date: Thursday, 13th October, 2022

Place: Council Chamber - Civic Suite

32

Present: Councillor D Garston (Chair)
Councillors D Nelson (Vice-Chair), M Borton, H Boyd, D Cowan,
T Cowdrey, T Cox*, M Davidson, F Evans, A Jones, A Line, R McMullan,
M Sadza, C Walker and P Wexham

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: J Chesterton, S Meah-Sims, A Richards, O Richards and S Tautz

Start/End Time: 6.30 pm - 9.10 pm

358 Apologies for Absence

Apologies for absence were received from Councillor J Lamb (Substitute: Councillor T Cox), Councillor I Shead (no substitute) and Councillor M Stafford (no substitute).

359 Declarations of Interest

The following interests were declared at the meeting:

- (a) Councillors S George, P Collins, I Gilbert, C Mulroney, M Terry and S Wakefield (Cabinet Members) - Interest in the referred items, attended pursuant to the dispensation agreed at Council on 19 July 2012, under S.33 of the Localism Act 2011.
- (b) Councillor H Boyd - Minute 364 (Draft Private Rented Sector Housing Enforcement Policy 2022) - Local private sector landlord of property within Southend-on-Sea.
- (c) Councillor F Evans - Minute 364 (Draft Private Rented Sector Housing Enforcement Policy 2022) - Local private sector landlord of property within Southend-on-Sea.
- (d) Councillor A Jones - Minute 362 (Resourcing Better Outcomes – Finance and Corporate Performance Report 2022/23 – Period 4) - Family member employed on a temporary contract by the Council.
- (e) Councillor R McMullan - Minute 364 (Draft Private Rented Sector Housing Enforcement Policy 2022) - Local private sector landlord of property within Southend-on-Sea.
- (f) Councillor M Sadza - Minute 364 (Draft Private Rented Sector Housing Enforcement Policy 2022) - Member of the ACORN community union.
- (g) Councillor S Wakefield (Cabinet Member) - Minute 364 (Draft Private Rented Sector Housing Enforcement Policy 2022) - Local private sector landlord of property within Southend-on-Sea.

360 Questions from Members of the Public

The Committee noted a provisional response of the Cabinet Member for Corporate Matters and Performance Delivery to a question presented by David Webb, as it had not been

possible for the Executive Director (Finance and Resources) to prioritise resources in order to prepare a response to the question in time for the meeting.

The Cabinet Member for Corporate Matters and Performance Delivery indicated that a full response to the question would be sent to Mr Webb and soon as possible and that the response would also be circulated to all members of the Committee.

361 Minutes of the Meeting held on 1 September 2022

Resolved:

That the minutes of the meeting of the Committee held on 1 September 2022 be confirmed as a correct record and signed.

362 Resourcing Better Outcomes – Finance and Corporate Performance Report 2022/23 – Period 4

The Committee considered Minute 314 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to each of the scrutiny committees, together with a report of the Executive Director (Finance and Resources) reviewing the Council's financial performance.

The relevant Cabinet Members undertook to provide written responses to questions raised by members of the Committee, with regard to:

- The make-up of the interim/agency/fixed term/temporary consultancy expenditure by the Council currently estimated to be over £10m in 2021/22.
- The cost of the recruitment of permanent officers to establishment positions, compared with the cost of the engagement of interim/agency staff to temporarily fill such positions.
- The Council's arrangements for the refurbishment and re-use of redundant ICT equipment, to support the delivery of ICT savings.
- The effect on service provision of the nationally agreed increase in annual leave entitlement for local government officers.

Resolved:

That the following recommendations of the Cabinet be noted:

"That, in respect of the 2022/23 Revenue Budget Performance as set out in appendix 1 to the submitted report:

1. That the forecast outturn for 2022/23 for the General Fund and the Housing Revenue Account as at 31 July 2022, be noted.
2. That the management action taken and to be taken to reduce the forecast overspend of the Council's revenue budget for 2022/23, be noted.
3. That the transfer of £500,000 from HRA reserves to support the increase in repairs and maintenance costs, be approved.
4. That the planned budget transfers (virements) of £2,327,766 from earmarked reserves, as set out in the report, be approved.

That, in respect of the 2022/23 Capital Budget Performance as set out in appendix 2 of this report:

5. That the expenditure to date and the forecast outturn as at 31 July 2022 and its financing, be noted.

6. That the requested changes to the capital investment programme for 2022/23 and future years, as set out in section 4 of appendix 2 to the report, be approved.

7. That the Corporate Performance Report as at 31 July 2022 set out in appendix 3 to the report, be noted.”

Note: This is a Council Function

Cabinet Members: Councillors S George and P Collins

363 City Council Corporate Branding Refresh

The Committee considered Minute 316 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the Committee for scrutiny, together with a report of the Executive Director (Strategy, Change and Governance) presenting the final options for the refresh of the Council’s corporate brand.

The Cabinet Member for Corporate Matters and Performance Delivery undertook to provide a written response to questions raised by members of the Committee, with regard to:

- The scope of user access testing requirements for the implementation of the Council’s new corporate brand across its digital platforms, for which a cost of £1,600 was reported at the meeting.
- The need for the further budget provision of £2,500 allocated for legal advice to be provided on copyright, intellectual property and trademarking in respect of the new corporate brand.

Resolved:

That the following decisions of the Cabinet be noted:

“1. That the results and comments from the public engagement exercise be noted and that the favoured concept (‘Shell’ concept) be developed and implemented as the Council’s new corporate logo and branding.

2. That authority be delegated to officers to carry out the development and implementation work required, along with the creation of full branding guidelines.”

Note: This is an Executive Function

Cabinet Member: Councillor S George

364 Draft Private Rented Sector Housing Enforcement Policy 2022

The Committee considered Minute 317 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the Committee for scrutiny, together with a report of the Interim Executive Director (Neighbourhoods and Environment) presenting the draft Private Rented Sector Housing Enforcement Policy for public consultation.

In response to questions from members of the Committee, the Cabinet Member for Public Protection confirmed that he would be willing to consider the revision of Section 4.2 (Situations Where a Service May Not be Provided) of the draft enforcement policy to address concerns raised by councillors and to provide additional clarity within the enforcement policy in relation to its application to Small Houses in Multiple Occupation.

Resolved:

That the following decisions of the Cabinet be noted:

“1. That the draft Private Rented Sector Housing Enforcement Policy 2022, set out at Appendix 1 to the submitted report, be approved for a 6-week public consultation.

2. That authority be delegated to the Executive Director (Neighbourhoods and Environment), in consultation with the Cabinet Members for Economic Recovery, Regeneration and Housing and Public Protection to make amendments to the Policy, following the consultation should it be required.

3. That the finalised Enforcement Policy (post consultation) be presented to Cabinet on 12 January 2023.”

Note: This is an Executive Function

Cabinet Member: Councillors I Gilbert and M Terry

365 Procurement Options for The Stray Dog Service

The Committee considered Minute 320 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the Committee for scrutiny, together with a report of the Interim Executive Director (Neighbourhoods and Environment) setting out options for the procurement of the Council's stray dog service.

Resolved:

That the following decisions of the Cabinet be noted:

“1. That the contents of the submitted report be noted.

2. That the feasibility of South Essex Property (SEPS) providing the Acceptance Point element of the service proposed under option 5 as detailed in the report (paragraph 4.5 refers), be explored and that subject to the outcome of satisfactory negotiations, authorised the Executive Director (Neighbourhoods and Environment) to make a direct award of this service to SEPS. The kennelling service to be then put out to tender.

3. That in the event a direct award is not made to SEPS, then the service (Acceptance Point/Kennelling) be put out to tender on the basis of options 3 and 4 as detailed in the report (paragraphs 4.3 and 4.4 refers).”

Note: This is an Executive Function

Cabinet Member: Councillor M Terry

366 Treasury Management Report – Quarter One 2022/23

The Committee considered Minute 324 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the Committee for scrutiny, together with a report of the Executive Director (Finance and Resources) presenting the Treasury Management Report for covering treasury management activity for the period from April to June 2022 and compliance with the treasury management strategy for the period.

Resolved:

That the following decisions of the Cabinet be noted:

“1. That the Treasury Management Report for Quarter One 2022/23, be approved.

2. That it be noted that the Treasury management activities were carried out in accordance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Sector during the period from April to June 2022.

3. That it be noted that the loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.

4. That it be noted that £0.592m of interest and income distributions for all investments were earned during this three-month period at an average rate of 1.36%. This is 0.47% over the SONIA rate (Sterling Overnight Index Average) and 0.41% over the average bank rate. Also the value of the externally managed funds increased by a net of £0.916m due to changes in the unit price, giving a combined overall return of 3.46%.

5. That it be noted that the level of borrowing from the Public Works Loan Board (PWLb) (excluding debt relating to services transferred from Essex County Council on 1st April 1998) remained at £347.3m (HRA: £74.2m, GF: £273.1m) during the period from April to June 2022.

6. That it be noted that during the quarter the level of financing for 'invest to save' schemes decreased from £8.39m to £8.38m."

Note: This is an Executive Function
Cabinet Member: Councillor P Collins

367 Minutes of the Meeting of Economic Recovery, Regeneration & Housing Working Party held on Monday 5th September 2022

The Committee considered Minute 325 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the Committee for scrutiny, together with the recommendations arising from the meeting of the Economic Recovery, Regeneration and Housing Working Party held on 5 September 2022.

Resolved:

That the following decisions of the Cabinet be noted:

"1. That the Notice of Motion seeking the declaration of a cost-of-living emergency in Southend-on-Sea be noted.

2. That a cost-of-living emergency be declared in Southend-on-Sea.

3. That the recommendations set out within the Notice of Motion be reviewed in line with the Council's budget principles already agreed, the most significant being the financial implications of response to the cost-of-living emergency.

4. That the proposed approach to the response to the cost-of-living emergency, alongside the tackling poverty workstream and wider strategic work to prevent duplication and improve consistency, be approved.

5. That the Cabinet Member for Economic Recovery, Regeneration and Housing be designated as the member champion for the response to the cost-of-living emergency.

6. That the Economic Recovery, Regeneration and Housing Working Party act as the multi-agency partnership task and finish group to deliver the response to the cost-of-living emergency, and that representation on the Working Party also include Group Leaders, Cabinet Members and relevant partners and stakeholders, in order to pool resources and maximise the impact of this work.

7. That a co-produced action plan be developed as part of the response to the cost-of-living emergency, with clear lines of reporting and accountability to focus activity and prioritise tasks.

8. That the response to the cost-of-living emergency seeks to improve access to support services, making them easier to access for all who need them, with particular focus on inclusivity.

9. That the response to the cost-of-living emergency considers the impact of the crisis on mental health and ensures that work activity takes account of this element of wellbeing.”

Note: This is an Executive Function
Cabinet Member: Councillor I Gilbert

368 SO46 Report

The Committee considered Minute 326 of the meeting of the Cabinet held on 29 September 2022, which had been referred directly to the relevant scrutiny committee, together with a report setting out action that had been taken by the Executive Director (Finance and Resources) in accordance with Council Procedure Rule 46.

Resolved:

That the following decision of the Cabinet be noted:

“That the submitted report be noted.”

Note: This is an Executive Function
Cabinet Member: As appropriate to the item

369 In-Depth Scrutiny Project 2022/23 - ‘Developing Strong Governance & Strengthening Joint Working between all Councillors and Officers’

The Committee received an update on progress with regard to the in-depth scrutiny project for 2022/23.

It was reported that an initial meeting of the Project Team for the in-depth scrutiny project had recently been held, to identify the scope of the project and to develop an achievable project plan and work programme for the remainder of the year. The Committee was advised that Councillor T Cowdrey had been appointed as Chair of the Project Team.

Resolved:

That the project plan and work programme for the in-depth scrutiny project be agreed.

Note: This is a Scrutiny function

Chair: _____