

Public Document Pack

Southend-on-Sea Borough Council

Civic Centre
Southend-on-Sea

13 February 2018

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, 22nd February, 2018 at 6.30pm** for the transaction of the following business.

A Griffin
Chief Executive & Town Clerk

A G E N D A

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Communications**
- 4 Petition: Traffic Calming and Speed limit Implementation in Oakwood Avenue (Pages 1 - 2)**
Petition attached.
- 5 Questions from Members of the Public**
- 6 Questions from Members of the Council**
- 7 Minutes of the Council Meeting held on Thursday, 14th December 2017 (Pages 3 - 22)**
Minutes attached.
- 8 Council Budget 2018/19**
Report of the Director of Finance and Resources to follow.
- 9 Minutes of the meeting of Development Control Committee held Wednesday, 13 December 2017 (Pages 23 - 36)**
Minutes attached.
- 10 Minutes of the meeting of Appeals Committee B held on Thursday, 21 December 2017 (Pages 37 - 38)**
Minutes attached.

- 11 Minutes of the meeting of Cabinet held Tuesday, 9 January 2018 (Pages 39 - 50)**
Minutes attached
- 12 Minutes of the meeting of Development Control Committee held Wednesday, 10 January 2018 (Pages 51 - 58)**
Minutes attached
- 13 Minutes of the meeting of Audit Committee held Wednesday, 17 January 2018 (Pages 59 - 62)**
Minutes attached
- 14 Minutes of the meeting of Cabinet held Thursday, 18 January 2018 (Pages 63 - 70)**
Minutes attached
- 15 Minutes of the meeting of Health & Wellbeing Board held Wednesday, 24 January 2018 (Pages 71 - 76)**
Minutes attached.
- 16 Minutes of the meeting of Special Cabinet held Monday, 29 January 2018 (Pages 77 - 80)**
Minutes attached
- 17 Minutes of the meeting of Place Scrutiny Committee held Monday, 29 January 2018 (Pages 81 - 88)**
Minutes attached
- 18 Minutes of the meeting of People Scrutiny Committee held Tuesday 30 January 2018 (Pages 89 - 98)**
Minutes attached
- 19 Minutes of the meeting of Policy and Resources Scrutiny Committee held Wednesday, 31 January 2018 (Pages 99 - 108)**
Minutes attached
- 20 Minutes of the meeting of Development Control Committee held Wednesday, 7 February 2018 (Pages 109 - 140)**
Minutes attached
- 21 Minutes of the meeting of Cabinet held Tuesday 13 February 2018**
Minutes to follow
- 22 Minutes of the meeting of Special Cabinet held Tuesday 13th February 2018**
Minutes to follow
- 23 Minutes of the meeting of Special Place Scrutiny Committee held Wednesday 14 February 2018**
Minutes to follow

- 24 Notice of Motion: Drinking Water/Plastic Pollution (Pages 141 - 142)**
Notice of Motion attached

- 25 Notice of Motion: Parking for Veterans and Armed Forces Personnel (Pages 143 - 144)**
Notice of Motion attached

- 26 Pay Policy Statement (Pages 145 - 200)**
Report of the Director of Transformation attached

- 27 Changes to the Constitution**
Report of the Director of Legal & Democratic Services to follow.

- 28 Draft Calendar of Meetings 2018/19 (Pages 201 - 202)**
Draft calendar attached.

- 29 Opposition Business: The Merger of Southend, Basildon and Broomfield Hospitals and the STP Consultation**

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To Cllr Maureen Butler Southend on Sea Borough Council

Petition – Request for Traffic Calming and Speed Limit implementation in Oakwood Avenue

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We as residents and users of Oakwood Avenue are increasingly concerned about the volume and speed of traffic using our road it has become a blight on our lives.

It is a dual track road with a large number of residents cars parked outside their homes in the road thus reducing its usable width, the lighting in the road is also incompatible with the speed and volumes of traffic seen at night.

Because of the volumes of traffic all the road markings at the intersections of Oakwood Avenue, Leighwood Avenue and Briarwood Drive have been worn away so they are more or less invisible, the council has a duty of care to maintain the highway and keep it safe which in this case it is not doing.

There is also a major problem with the road surface in general with sizeable cracks and potholes generated by the volume and speed of traffic in one section on the bend close to the A127 the tarmac is nonexistent.

The road connects Eastwood Road North with the A127 and has become a preferred Rat Run for vehicles large and small (Coaches, HGV's and Artics) to access the A127.

Absolutely no consideration is given by the majority of drivers to any speed limit for the road as none is indicated.

The A127 is a 40mph zone therefore all drivers from the north assume that is the minimum speed they should drive when entering Oakwood Avenue, whereas traffic from the south i.e., Eastwood Road North into Oakwood Avenue all cut the corner because there is no keep left bollard and accelerate towards the A127 at speeds of up to 60mph they think it is the entry lane from the pits at a F1 Grand Prix.

Recently there have been two really serious accidents in the road both resulting in hospitalisation for those involved; it is only a matter of time before someone is killed.

Further to which an elderly resident who was allowed to cross Oakwood Avenue from his own home by a considerate driver who stopped, was nearly killed when another driver overtook the stationary driver nearly colliding with the resident.

We the undersigned demand that our council put in the necessary infrastructure to cut down the traffic and minimise the speed to a maximum of 20mph.

We have a number of suggestions:-

1. Make Oakwood Avenue no entry from Eastwood Road North thus making it one way only from the A127
2. A signed 20mph speed limit enforced by a speed camera
3. Width restrictions in Oakwood Avenue to stop large vehicles using it.
4. A keep left bollard at the intersection of Eastwood Road North and Oakwood Avenue.
5. Close the exit to the A127 in Oakwood Avenue completely
6. Extend the double yellow lines on both sides of Oakwood Avenue from the A127 to the junction of Briarwood Drive to facilitate no parking on the "S" bend at that location.
7. A combination of some of the above.

The council has recently spent millions of pounds providing improved access to the A127 at Eastwood Road North, Bellhouse Lane and The Fairway, 3 substantial regulated access points should be enough.

Oakwood Avenue was never meant to be the major tributary road to the A127 it has become. Because of the delays and congestion caused by these works over many months, Oakwood Avenue has become the preferred route to the A127 because it is not regulated

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of The Council

Date: Thursday, 14th December, 2017

Place: Council Chamber - Civic Suite

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

Start/End Time: 6.30 - 10.00 pm

550 Apologies for Absence

Apologies for absence were received from Councillors Aylen, Chalk, Davies, Jones, Lamb and Van Looy.

551 Declarations of Interest

• Councillor Arscott

Development Control Committee – 8th November 2017

Minute 470: 1(7/01049/FULH - 54 Undercliff Gardens, Leigh-on-Sea) – Non-pecuniary interest: A resident of Undercliff Gardens is a friend;

Minute 472: (17/00664/FULM - Toomey Nissan, 831-837 London Road, Westcliff-on-Sea, SS0 9TE) – Non-pecuniary interest: An objector is known to him;

Minute 473: (17/01306/FULM - St Thomas More High School, Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BW) – Non-pecuniary interest: School Governor at School within proposed academy led by St Thomas More High School;

People Scrutiny Committee – 28th November 2017

Minute 517: (Schools Progress Report) – Non-pecuniary interest: Governor at Our lady of Lourdes Catholic Primary School;

• Councillor Ayling

Cabinet – 7th November 2017

Minute 438: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared he would not vote

Development Control Committee – 8th November 2017

Minute 474: (17/01464/FULM – Grand Hotel, Broadway, Leigh-on-Sea, Essex, SS9 1PJ) – Non-pecuniary interest: Knows the applicant;

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disqualifying interest: Had applied for a dispensation (withdrew from the meeting following his representation to the Committee). Also withdrew from the meeting of the Council when this matter was discussed;

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended the Committee and Council meetings pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared he would not vote at Council;

Minute 528: (Capital Monitoring for 2017/18 and Revised Capital Programme for 2017/18 to 2020/21) – Non-pecuniary interest: Member of Fellowship of the Saxon King, mentioned during debate;

Council Agenda Item No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: Attended pursuant to the dispensation agreed by the Standards Committee on 21st November 2017;

- **Councillor Borton**

People Scrutiny Committee – 28th November 2017

Minute 517: (Schools Progress Report) – Non-pecuniary interest: Governor at Milton Hall School;

Council Agenda Item 25 (Local Council Tax Support Scheme 2018/19) – Non-pecuniary interest: Employed by DWP (at the Basildon Benefits Centre), which was mentioned in the debate;

- **Councillor Boyd**

Cabinet – 7th November 2017

Minute 438: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared she would not vote;

Development Control Committee – 8th November 2017

Minute 473: (17/01306/FULM - St Thomas More High School, Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BW) – Non-pecuniary interest: Lives close to the school and residents of Arundel Gardens are known to her;

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disclosable pecuniary interest: Had applied for a dispensation so withdrew from the Council meeting when this matter was discussed;

People Scrutiny Committee – 28th November 2017

Minute 517: (Schools Progress Report) – Non-pecuniary interest: Governor at Westcliff High School for Girls and South East Essex Academy Trust, South East Essex Teaching School Alliance;

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared she would not vote;

Council Agenda Item No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: Attended pursuant to the dispensation agreed by the Standards Committee on 21st November 2017;

• **Councillor Burzotta**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: The applicants are known to him as political colleagues;

Place Scrutiny Committee – 27th November 2017

Minute 500: (Minutes of the meeting of the Conservation Working Party held on Tuesday 26th September 2107) – Pecuniary interest: Family commercial interest in Hamlet Court Road (withdrew);

• **Councillor Butler**

Standards Committee – 21st November 2017

Minutes 492: (Requests for Dispensations) – Non-pecuniary interest: The applicants are known to her as political colleagues;

• **Councillor Cox**

Cabinet Committee (Special Meeting) – 26th October 2017

Minute 429: (Permanent Vehicular Crossings (PVX) – Exceptional Circumstance Application(s) – Non-pecuniary interest in respect of Application Ref No. 17/00013: Works for Barking & Dagenham Council, which was mentioned in respect of this application.

Place Scrutiny Committee – 27th November 2017

Minutes 497, 498, 499, 500 and 504 – Disqualifying non-pecuniary interests; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

Council Agenda Item No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: Mother is a ‘Homes for Haringey’ tenant;

• **Councillor Callaghan**

Cabinet Committee – 2nd November 2017

Minute 433: (Objections to Traffic Regulation Orders – Lucy Road) – Non-pecuniary interest: Taxi Driver;

Council Agenda Item No. 24 (Notice of Motion – Scrap the Cap) – Non-pecuniary interest: Member of GMB;

- **Councillor Courtenay**

People Scrutiny Committee – 28th November 2017

Minutes 511, 512, 513, 514, 515 & 516 – Disqualifying non-pecuniary interests; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

- **Councillor Endersby**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: The applicants are known to her as political colleagues;

- **Councillor Evans**

Cabinet – 7th November 2017

Minute 438: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November but declared that she would not vote;

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disclosable pecuniary interest: Had applied for a dispensation so withdrew from the meeting when this matter was discussed and Councillor Jarvis took the Chair;

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November but declared that she would not vote;

Council Agenda Item No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: attended pursuant to the dispensation agreed by the Standards Committee on 21st November 2017;

- **Councillor Flewitt**

Cabinet – 7th November 2017

Minute 442: (Alternative Delivery Models – Governance Arrangements) – Non-pecuniary interest : Friends and family are tenants of South Essex Homes Ltd;
Minute 455: (Airport Business Park) – Non-pecuniary interest: Lives in the vicinity of London Southend Airport;

Development Control Committee – 8th November 2017

Minute 474: (17/01464/FULM – Grand Hotel, Broadway, Leigh-on-Sea, Essex, SS9 1PJ) – Non-pecuniary interest: Lobbied on this application took no part in the determination;

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: Sat in the meeting as an observer: Portfolio subject: Housing;

Place Scrutiny Committee – 27th November 2017

Minutes 497, 498, 499, 500 and 504 – Disqualifying non-pecuniary interests; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

Policy & Resources Scrutiny Committee – 30th November 2017

Minutes 524, 525, 526, 527, 528, 529, 530, 531, 532, 533 and 538 – Disqualifying non-pecuniary interests; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

Council Agenda Item No.20 (Notion of Motion – Caged Peafowl) – Non-pecuniary interest: Lobbied by a resident;

Council Agenda Item No.21 (Notion of Motion – UBER Licensing) – Non-pecuniary interest: Have a ward case, long term;

Council Agenda Item No.22 (Notion of Motion – Traveller Community) – Non-pecuniary interest: Have commented in media on various occasions;

Council Agenda Item No.23 (Notion of Motion – The Effects of Development in Leigh on Sea) – Non-pecuniary interest: Executive responsibility with current Portfolio;

- **Councillor Folkard**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: Council appointed rep on the SEAL organisation and the applicants are known to him as political colleagues;

- **Councillor D Garston**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disqualifying non-pecuniary interest: Son is one of the named Councillors (withdrew);

Development Control Committee – 8th November 2017

Minute 472: (17/00664/FULM - Toomey Nissan, 831-837 London Road, Westcliff-on-Sea, SS0 9TE) – Non-pecuniary interest: An objector is known to him;

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Non-pecuniary interest: Trustee of Trust which owns a rented property in town but has no beneficial interest;

- **Councillor J Garston**

Cabinet – 7th November 2017

Minute 438: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared he would not vote;

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disclosable pecuniary interest: Had applied for a dispensation (withdrew);

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared he would not vote;

Council Agenda Item No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: Attended pursuant to the dispensation agreed by the Standards Committee on 21st November 2017;

- **Councillor Gilbert**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: The applicants are known to him as political colleagues;

Council Agenda Item No. 24 (Notice of Motion – Scrap the Cap) – Non-pecuniary interest: Member of GMB;

- **Councillor Habermel**

Cabinet – 7th November 2017

Minute 438: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared he would not vote;

Appeals Committee A – 14th November 2017

Minute 483: (Post 16 Education Transport Appeal – Pupil AI) – Disqualifying non-pecuniary interest: Knows the applicant (withdrew);

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disclosable pecuniary interest: Had applied for a dispensation (withdrew);

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November but declared he would not vote;

Council Agenda Item No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: Attended pursuant to the dispensation agreed by the Standards Committee on 21st November 2017;

- **Councillor Hadley**

Cabinet – 7th November 2017

Minute 438: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November but declared he would not vote and would limit his contribution to speaking only;

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disclosable pecuniary interest: Had applied for a dispensation (withdrew);

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared he would not vote and would limit his contribution to speaking only;

Council Agenda No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: Attended pursuant to the dispensation agreed by the Standards Committee on 21st November 2017;

- **Councillor Holland**

Cabinet – 7th November 2017

Minute 447: (Transport Review – Policy) – Non-pecuniary interest: President of Southend Stroke Club which uses the Council's passenger transport services;
Minute 448: (Transport Review – Delivery Models) – Non-pecuniary interest: President of Southend Stroke Club which uses the Council's passenger transport services;

Place Scrutiny Committee – 27th November 2017

Minutes 497, 498, 499, 500 and 504 – Disqualifying non-pecuniary interests; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

- **Councillor Jarvis**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: The applicants are known to him as political colleagues;

- **Councillor Lamb**

Policy & Resources Scrutiny Committee – 30th November 2017

Minutes 524, 525, 526, 527, 528, 529, 530, 531, 532, 533 and 538

– Disqualifying non-pecuniary interest; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

- **Councillor McGlone**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: The applicants are known to him as political colleagues;

- **Councillor McDonald**

Council Agenda Item No. 24 (Notice of Motion – Scrap the Cap) – Non-pecuniary interest: Member of Unison;

- **Councillor McMahon**

People Scrutiny Committee – 28th November 2017

Minute 512: (Comments, Compliments and Complaints) – Non-pecuniary interest: Professional advocate for vulnerable individuals who require social care;

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Non-pecuniary interest: Co-founder HARP, mentioned in debate; mental health advocate – professional role
Minute 528: (Capital Monitoring for 2017/18 and Revised Capital Programme for 2017/18 to 2020/21) – Non-pecuniary interest: Founder member of the Saxon King Fellowship, mentioned during debate;

Council Agenda Item No. 24 (Notice of Motion – Scrap the Cap) – Non-pecuniary interest: Member of Unison;

- **Councillor Moring**

Policy & Resources Scrutiny Committee – 30th November 2017

Minutes 524, 525, 526, 527, 528, 529, 530, 531, 532, 533 and 538 – Disqualifying non-pecuniary interests; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

- **Councillor Moyies**

Health & Wellbeing Board – 6th December 2017

Minute 543: (Sustainability and Transformation Partnership (STP) current position) – Non-pecuniary interest: Council appointed Governor at Essex Partnership University Trust (EPUT);

- **Councillor Mulroney**

Cabinet – 7th November 2017

Minute 438: (Compulsory Licensing Scheme & Rent Control) – Non-pecuniary interest: Relative lives in rented accommodation within the SEAL regime;

Minute 458: (Minutes of meeting of the Conservation Working Party held on 26th September 2017) – Non-pecuniary interest: Member of Leigh and Southend Societies;

Development Control Committee – 8th November 2017

Minute 469: (17/01379/FULH - 68 Pall Mall, Leigh-on-Sea) – Non-pecuniary interest: Member of Leigh Town Council and Leigh Society (non-participant in planning);

Minute 470: 1(7/01049/FULH - 54 Undercliff Gardens, Leigh-on-Sea) – Non-pecuniary interest: Member of Leigh Town Council and Leigh Society (non-participant in planning);

Minute 474: (17/01464/FULM - Grand Hotel, Broadway, Leigh-on-Sea, Essex, SS9 1PJ) – Non-pecuniary interest: Member of Leigh Town Council and Leigh Society (non-participant in planning);

Minute 476: (17/00912/FUL - 109 - 111 Broadway, Leigh-on-Sea, Essex, SS9 1PE) – Non-pecuniary interest: Member of Leigh Town Council and Leigh Society (non-participant in planning);

Minute 477: (17/01460/FULH - 29 Hadleigh Road, Leigh-on-Sea, Essex, SS9 2DY) – Non-pecuniary interest: Member of Leigh Town Council and Leigh Society (non-participant in planning);

Place Scrutiny Committee – 27th November 2017

Minute 500: (Minutes of the meeting of the Conservation Working Party held on Tuesday 26th September 2107) – Non-pecuniary interest: Member of Leigh and Southend Societies;

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Compulsory Licensing Scheme & Rent Control) – Non-pecuniary interest: Relative lives in rented accommodation within the SEAL regime;

Minute 528: (Capital Monitoring for 2017/18 and Revised Capital Programme for 2017/18 to 2020/21) – Non-pecuniary interest: Member of Fellowship of the Saxon King, mentioned during debate;

• Councillor Nevin

People Scrutiny Committee – 28th November 2017

Minute 518: (Scrutiny Committee – Updates) – Non-pecuniary interest: 2 children work at MEHT; step sister works at Basildon Hospital; previous association at Southend and MEHT Hospitals; NHS employee in Trust outside area;

Health & Wellbeing Board – 6th December 2017

Minute 543: (Sustainability and Transformation Partnership (STP) current position) – Non-pecuniary interest: 2 children work at MEHT; step sister works at Basildon Hospital; previous association at Southend and MEHT Hospitals; NHS employee in Trust outside area;

Council Agenda Item No. 24 (Notice of Motion – Scrap the Cap) – Non-pecuniary interest: Member of Unison;

- **Councillor Norman MBE**

Development Control Committee – 8th November 2017

Minute 473: (17/01306/FULM - St Thomas More High School, Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BW) – Non-pecuniary interest: Governor at Westcliff High School for Boys.

- **Councillor Phillips**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non pecuniary interest: Lives within the West Leigh catchment area which was mentioned in the debate;

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 533: (Council Procedure Rule 46 – Item 2.1) – Non-pecuniary interest: Son is an assistant leader at 3rd Chalkwell Bay Clubs (sailing etc);

- **Councillor Salter**

Cabinet – 7th November 2017

Minute 438: (Reference from Council – Compulsory Licensing Scheme and Rent Controls) – Disclosable Pecuniary Interest – private landlord in the borough (withdrew). However, following the dispensation agreed by the Standards Committee on 21st November 2017, remained in the room during the debate of this item at the Council meeting, but declared that she would not speak or vote;

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disclosable pecuniary interest: Had applied for a dispensation (withdrew);

People Scrutiny Committee – 28th November 2017

Minutes 511, 512, 513, 514, 515, 516 and 518 - Disqualifying non-pecuniary interest: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

Minute 518: (Scrutiny Committee – Updates) – 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 – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared she would not speak or vote;

Health & Wellbeing Board – 6th December 2017

Minute 542: (Health and Wellbeing Strategy Refresh 2017-2021) – Non-pecuniary interest: Husband is consultant surgeon at Southend Hospital and holds senior posts at the hospital; son-in-law is a GP; daughter is a doctor at Broomfield Hospital;

Minute 543: (Sustainability and Transformation Partnership (STP) current position) – Non-pecuniary interest: Husband is consultant surgeon at Southend

Hospital and holds senior posts at the hospital; son-in-law is a GP; daughter is a doctor at Broomfield Hospital;

Council Agenda Item No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: Attended to the dispensation agreed by the Standards Committee on 21st November 2017;

- **Councillor Terry**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: The applicants are known to him as political colleagues;

People Scrutiny Committee – 28th November 2017

Minute 517: (Schools Progress Report) – Non-pecuniary interest: Partner is a teacher at a school locally;

- **Councillor Walker**

People Scrutiny Committee – 28th November 2017

Minute 517: (Schools Progress Report) – Non-pecuniary interest: Wife teaches part time at West Leigh Schools;

Health & Wellbeing Board – 6th December 2017

Minute 543: (Sustainability and Transformation Partnership (STP) current position) – Non-pecuniary interest: Daughter – nursing practice, Southend University Hospital;

Council Agenda Item No. 24 (Notice of Motion – Scrap the Cap) – Non-pecuniary interest: Member of Unite;

- **Councillor Ward**

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: withdrew from Council when this Minute was debated;

Agenda Item No. 5 (Question 9 from Councillor Callaghan to the Executive Councillor for Housing, Planning & Sustainability) – Non-pecuniary interest: A member of his family works for Randall Watts;

- **Councillor Ware-Lane**

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Non-pecuniary interest: The applicants are known to him as political colleagues;

Council Agenda Item No. 24 (Notice of Motion – Scrap the Cap) – Non-pecuniary interest: Member of GMB;

- **Councillor Waterworth**

Cabinet – 7th November 2017

Minute 438: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared he did not intend to speak;

Standards Committee – 21st November 2017

Minute 492: (Requests for Dispensations) – Disclosable pecuniary interest: Had applied for a dispensation so withdrew from the meeting when this item was discussed;

Policy & Resources Scrutiny Committee – 30th November 2017

Minute 524: (Reference from Council, Thursday 19th October 2017 – Compulsory Licensing Scheme and Rent Control) – Disclosable pecuniary interest: attended Council pursuant to the dispensation agreed by the Standards Committee on 21st November 2017 but declared he did not intend to speak;

Council Agenda Item No. 5 (Question from Councillor Terry to the Leader of the Council) – Non-pecuniary interest: Attended pursuant to the dispensation agreed by the Standards Committee on 21st November 2017;

- **Councillor Willis**

Council Agenda Item No. 24 (Notice of Motion – Scrap the Cap) – Non-pecuniary interest: Member of Unite.

552 Communications

Presentation Ceramic Poppy

Councillor Holland presented to the Council a handmade ceramic poppy from the Poppy: Wave display.

Presentation of Gift from Representatives of Wenling City, China

Councillor Holland presented to the Council a gift from representatives of Wenling City, China.

Presentation of the Yule Log

Councillor Walker presented to the Council a Yule Log.

553 Questions from Members of the Public

The relevant Executive Councillors responded to written questions received from members of the public.

554 Questions from Members of the Council

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

555 Minutes of the Meeting of Council held on Thursday 19th October 2017

Resolved:-

That the Minutes of the meeting held on Thursday 19th October 2017 be confirmed as a correct record and signed.

556 Minutes of the meeting of Licensing Sub-Committee A held on Monday, 16 October 2017

Resolved:

That the Minutes of this meeting be noted.

557 Minutes of the special meeting of Cabinet Committee held on Thursday, 26 October 2017

Resolved:

That the Minutes of this meeting be noted.

558 Minutes of the meeting of Cabinet Committee held on Thursday 2nd November 2017

Resolved:

That the Minutes of this meeting be noted.

559 Minutes of the meeting of Cabinet held on Tuesday, 7th November 2017

Resolved:

That the Minutes of this meeting be noted and the recommendations contained in Minutes 442, 443 and 444 be approved.

560 Minutes of the meeting of the Development Control Committee held on Wednesday, 8th November 2017

Resolved:

That the Minutes of this meeting be noted.

561 Minutes of the meeting of Appeals Committee A held on Tuesday, 14th November 2017

Resolved:

That the Minutes of this meeting be noted.

562 Minutes of the meeting of Licensing Sub Committee B held on Monday, 20th November 2017

Resolved:

That the Minutes of this meeting be noted.

563 Minutes of the meeting of the Standards Committee held on Tuesday, 21st November 2017

Resolved:

That the Minutes of this meeting be noted.

564 Minutes of the meeting of the Place Scrutiny Committee held on Monday, 27th November 2017

Resolved:

That the Minutes of this meeting be noted.

565 Minutes of the meeting of the People Scrutiny Committee held on Tuesday, 28th November 2017

Resolved:

That the Minutes of this meeting be noted.

566 Minutes of the meeting of the Policy & Resources Scrutiny Committee held on Thursday, 30th November 2017

Resolved:

That the Minutes of this meeting be noted and the recommendations contained in Minutes 527 and 528 be approved.

567 Minutes of the meeting of the Health & Wellbeing Board held on Wednesday, 6th December 2017

Resolved:

That the Minutes of this meeting be noted.

568 Minutes of the meeting of Licensing Sub Committee A held on Friday, 8th December 2017

Resolved:

That the Minutes of this meeting be noted.

569 Notice of Motion - Caged Peafowl

Resolved:

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

Caged Peafowl Birds

There are a number of peafowl caged at Chalkwell Park. These large birds are usually seen roaming free on large estates and zoological gardens, and I cannot recall another example where these birds are caged. The cage at Chalkwell Park is not nearly large enough, and as the photo shows, when the peacock displays his magnificent plumage there really is barely enough room for him to do so. These birds roam large estates and parks normally; there is no room for flight at all, and these birds can fly.

Aside from the smallness of their present enclosure, this is a sparsely decorated cage that is often dirty, and certainly gives every impression of neglect. These birds are often tormented by visitors and their pets, as if them being caged gives permission to this poor behaviour.

Earlier this summer two chicks were hatched. The peahen was trying to protect them, a difficult job in a small enclosure. One was killed by its sibling. The bowls for feeding and drinking are designed for adult birds, and are too high for chicks; how were the chicks meant to feed and drink?

A resident informed the Council about the chicks, and the dead one was removed. However, since the Council were unaware up to that point that there were chicks then clearly accusations of neglect are appropriate.

This cage is the last vestige of the menagerie that once housed many animals such as bears and chimpanzees. Nowadays this would not be allowed. This is a throwback to an era when animals were not treated with respect. That peafowl are still caged is a disgrace to the town, a town that prides itself as being cultured.

Motion to Council:

We call upon the Council to uphold the highest standards with regards to animal rights.

To this end we want the four peafowl housed in the Chalkwell Park menagerie to be moved to somewhere more suitable.

There have been offers of new homes, and we call upon the Council to fully investigate these. We urge the Council to expedite a move to a more humane home for the peafowl with utmost speed to end this example of animal cruelty.

Proposed by: Cllr Julian Ware-Lane

Seconded by: Cllr Charles Willis

570 Notice of Motion - UBER Licensing

Resolved:

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

UBER Licensing

Whilst this Council recognises the innovation of companies in the gig-economy like UBER, this Council, supports TFL in not re-licensing UBER's private hire license on public safety grounds. Uber have been found to have a number regulatory challenges in the administration of its business model, inadequate DBS checks, the non-reporting of a number of alleged sexual assaults and other offences committed by its drivers. It is known that drivers, who have previously had their licenses revoked by this Council, have subsequently be issued licenses by TfL to work for UBER in this town even though UBER do not have an operator's license to operate in Southend.

Even though it is a legal requirement for TFL and other regulators to be able to examine records and information held by UBER, the current 'greyball' technology used by UBER, prevents regulators from carrying out their duties.

This Council is also very concerned that a number of TFL licensed UBER drivers are currently operating around the Borough of Southend on Sea without having an operator's license. When UBER drivers, licenced by TFL, are working in Southend, they do not fall under the control of Southend Enforcement Officers and are unable to look into customer complaints and are unable to monitor vehicle or driving standards. We also acknowledge that local private hire driver standards are at a higher standard than those of TfL.

This Council also calls on the Government to update Taxi and Private Hire legislation so driver standards are uniformed across the country and Enforcement Officers are able to inspect all vehicles irrespective of what borough they have been licensed in. This Council also supports the introduction of national databases so authorities can check if a driver or operator has ever been refused or had a license revoked in another borough for failing the 'fit and proper' test.

Proposed: Cllr Terry

Seconded: Cllr Cox

571 Notice of Motion - Traveller Community

Resolved:

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

Traveller Community

The traveller community often visits the borough, and the local authority's immediate reaction is to seek police assistance to have them moved on.

Little attempt has been made to find somewhere where the travellers can stay within the borough.

Finding travellers a place to temporarily stay would stop the problem of them pitching up in public parks and other unsuitable open spaces. This may entail, of course, dialogue with our neighbouring local authorities and residents.

We condemn all bad behaviour and law-breaking and this should be punished as appropriate. However, we should not pre-judge.

The traveller community has also been the subject of some very unsavoury comments by some councillors.

This Council therefore:

1. Condemns any language that stigmatises or labels the traveller community.
2. Condemns every instance of race hate language, or support for race hate language.
3. Should encourage greater understanding and tolerance of all minority groups.
4. Welcomes all visitors to the Borough. This Borough aim is increase visitor numbers, to be a bigger tourist magnet. This local authority should not discriminate at all, nor should it pre-judge the motives of any visitor.
- 5, Should attempt to find somewhere for travellers to temporarily de-camp when they visit, thus ending the sight of caravans in our parks and open spaces.

(The traveller community includes a variety of peoples who prefer a nomadic lifestyle.)

Proposed by: Councillor Ware-Lane

Seconded by: Councillor Borton

572 Notice of Motion - The Effects of Development in Leigh-on-Sea

Resolved:

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

The effect of development on services in Leigh

All members are aware of the rapid growth in development in Leigh, especially in flatted development. These problems are spreading in the Borough, particularly to areas close to the C2C railway stations.

Members will also be aware of the current serious issues in Leigh relating to the school catchment areas, serious parking issues and strain on other services which spreads to other areas as well.

With this Government's push for housing this is set to continue. It is accepted that more housing is needed and more affordable housing but there comes a time when we have to think whether we can cope with any more.

In particular in Leigh:-

- Parking resulting from more development and the popularity as a shopping destination.
- The growing popularity of Leigh south of London Road (i.e. including parts of West Leigh and Chalkwell) for families with children. This reflects not only the popularity of the three primary schools, but also the ease of commuting to Docklands and the City.
- Doctors' surgeries. Waiting time for GP appointments is a national problem but it is particularly acute around Leigh because of the inward population drift associated with new flat developments.
- Bus services
- Pressure on utilities

Many of these will be familiar to other wards. This is not an anti-planning motion but a proper planning one, but we accept that each planning application must be treated on its merits in accordance with the rules and policy. But that does not mean that as a Council we cannot express our concern and seek help from Government to overcome this situation.

We believe Government should urgently consider ways of ensuring that communities are not lost or their cohesiveness impaired through overdevelopment and stress on services.

MOTION:

That this Council seeks advice from the Local Government Association and information from other Councils who may be suffering similar stresses, with a view to influencing Government to take a more pragmatic approach to development which directs housing development to where it can be assimilated and serviced properly without placing undue stress on local services and thereby inherently protecting areas which are becoming overdeveloped and overstressed.

Proposed by: Councillor Mulroney

Seconded by: Councillor Wexham

573 Notice of Motion - Scrap the Pay Cap

Resolved:

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

Scrap the Cap

Southend Borough Council notes that:

- For most workers in local government and schools, pay and other terms and conditions are determined by the National Joint Council (NJC) for local government services
- On average, across the country, NJC basic pay has fallen by 21% in real terms since 2010
- NJC workers had a three-year pay freeze from 2010-2012 and have received only 1% pay increase annually since then
- NJC pay is the lowest in the public sector
- Differentials in pay grades are being squeezed and distorted by bottom loaded NJC pay settlements needed to reflect the increased Statutory National Living Wage
- The likelihood of rising inflation following the vote to leave the European Union will worsen the current public sector pay inequality.

This Council therefore supports the NJC pay claim for 2018, submitted by Unite, UNISON and the GMB on behalf of council and school workers and calls for the immediate end of public sector pay restraint. NJC pay cannot be allowed to fall further behind other parts of the public sector.

This Council also welcomes the joint review of the NJC pay spine to remedy the turbulence caused by bottom-loaded pay settlements. Council further notes the drastic ongoing cuts to local government funding and calls on the Government to provide all additional resources to ensure local authorities can fund a decent pay rise for NJC employees and the pay spine review.

This Council resolves to:

- Write to the LGA asking it to make urgent representations to Government to fund the NJC claim and the pay spine review;
- Write to the Prime Minister and Chancellor supporting the NJC pay claim and seeking the additional resources needed to fund a decent pay rise and the pay spine review;
- Write to local NJC union representatives to convey support for the pay claim
- and the pay spine review.

Proposed Cllr Cheryl Nevin
 Seconded Cllr Margaret Borton

574 Local Council Tax Support Scheme 2018/19

The Council considered a report of the Chief Executive on the above.

Resolved:

1. That the proposed changes to the current Local Council Tax Support Scheme be adopted for 2018/19.
2. That the administration changes be adopted for 2018/19.

575 Appointments to The Shareholder Board

Resolved:

That, subject to the inclusion of Councillors Gilbert and Willis as the Labour Group representatives, the appointments to The Shareholder Board be approved.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Development Control Committee

Date: Wednesday, 13th December, 2017

Place: Committee Room 1 - Civic Suite

9

Present: Councillor F Waterworth (Chair)
Councillors D Garston (Vice-Chair), B Arscott, B Ayling, M Borton, M Butler*, T Callaghan, N Folkard, J Garston, R Hadley, H McDonald, D McGlone*, C Mulroney, D Norman MBE, P Van Looy, C Walker and N Ward

In Attendance: Councillor D Burzotta
J K Williams, M Smith, K Waters, C Galforg, P Keyes, M Warren and T Row

Start/End Time: 2.00 p.m. - 3.20 p.m.

576 Apologies for Absence

Apologies for absence were received from Councillors Boyd (Substitute: Councillor McGlone) and Buckley (Substitute: Councillor Butler).

577 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Arscott – Agenda Item No. 4 (17/01306/FULM: St Thomas More High School, Kennilworth Gardens, Westcliff on Sea, Essex, SS0 0BW) – Non-pecuniary interest: Governor of partner school;

(b) Councillor Mulroney – Agenda item No. 9 (17/01430/FUL – Haydon House, 10 Underwood Square, Leigh-on-Sea, Essex, SS9 3PB) – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);

(c) Councillor Mulroney – Agenda Item No. 10 (17/01708/AMDT - 22A Woodfield Gardens, Leigh-on-Sea, Essex, SS9 1EW) – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning) and an objector is known to her;

(d) Councillor Mulroney – Agenda Item No. 11 (17/01730/FULH - 71 Marine Parade, Leigh-on-Sea) – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning) and the applicant is known to her but not in connection with the application;

(e) Councillor Mulroney – Agenda Item No. 12 (17/01857/FULH - 34 Oakleigh Park Drive, Leigh-on-Sea) – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning); and

(f) Councillor Norman MBE – Agenda Item No. 4 (17/01306/FULM - St Thomas More High School, Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BW) – Non-pecuniary interest: Governor at Westcliff High School for Boys which was referred to in the debate.

578 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.

**579 17/01306/FULM - St Thomas More High School, Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BW (Blenheim Park)
Proposal: Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning)
Applicant: St Thomas More High School
Agent: Ingleton Wood LLP**

Mr Clark, a local resident, spoke as an objector to the application. Mr Mason responded on behalf of the applicants.

Resolved:

That planning permission be 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 001 Revision C; 100 Revision D; 101 Revision D; 102 Revision C; 103 Revision E; 104 Revision C; 108 Revision F; 004 Revision A.

Reason: To ensure that the development is carried out in accordance with the policies contained within the Development Plan.

03 Notwithstanding the details shown on the plans submitted otherwise hereby approved the development hereby permitted shall not commence other than for groundworks and site preparation works unless and until details and appropriately sized samples of the materials to be used for all the external surfaces of the proposed buildings and hardsurfaced areas at the site have been submitted to and approved in writing by the Local Planning Authority. The development hereby permitted shall be implemented in full accordance with the details and samples approved under this condition before it is occupied.

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 Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1 and DM3 and Design and Townscape Guide (2009).

04 No development of the multi-use games area shall commence until details of the design and layout of the multi-use games area including the surface specification, fencing specification and line markings have been submitted to and approved in writing by the Local Planning Authority after consultation with Sport England. The multi-use games area shall not be constructed other than in accordance with the approved details and retained thereafter.

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 Document Policy CP7 of the Core Strategy (2007).

05 No occupation shall commence of the development hereby permitted until a community use agreement prepared in consultation with Sport England has been submitted to and approved in writing by the Local Planning Authority, and a copy of the completed approved agreement has been provided to the Local Planning Authority. The agreement shall apply to the multi-use games area and fitness suite and include details of pricing policy, hours of use, access by non-educational establishment users, management responsibilities and a mechanism for review, and anything else which the Local Planning Authority in consultation with Sport England considers necessary in order to secure the effective community use of the facilities. The development shall not be used at any time other than in strict compliance with the approved agreement.

Reason: To secure well managed safe community access to the sports facility, to ensure sufficient benefit to the development of sport in accordance with Development Plan Policy CP7 of the Core Strategy DPD1.

06 No development shall commence until details for the phasing and delivery of the multi-use games area hereby permitted, have been submitted to and approved in writing by the Local Planning Authority after consultation with Sport England. The development hereby permitted shall not be carried out other than in accordance with the approved details.

Reason: To ensure the satisfactory quantity, quality and accessibility of compensatory provision which secures continuity of use (phasing provision) and to ensure that the development is fit for purpose and sustainable and to accord with Development Plan Document Policy CP7 of the Core Strategy (2007).

7 (a) No development associated with this permission shall take place until a written scheme of investigation for a programme of archaeological work has been submitted to and approved in writing by the local planning authority. This must include details of the suitably qualified person or organisation that will carry out the archaeological work and reasonable notification to the local planning authority when the work will be undertaken.

(b) The archaeological work and development must then be carried out in accordance with the approved scheme. A written report of the investigation and findings must be produced, showing that the archaeological work and development has been carried out in accordance with the approved scheme and recommendations within the report carried out. Copies of the written report of the investigation and findings must be sent to Southend Borough Council.

(c) No part of the construction work shall commence until the local planning authority has provided written confirmation that it is satisfied that the archaeological fieldwork and development has been carried out in accordance with the approved scheme.

Reason: To avoid damage to archaeological remains on site as set out in the National Planning Policy Framework (2012), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM2 and Design and Townscape Guide (2009).

08 Prior to first occupation of the development 10 additional car parking spaces to serve the development shall be provided in accordance with drawing 108 Revision F hereby approved and shall thereafter be permanently retained for use by staff and visitors to the school. Permeable paving shall be used for the hardstanding area associated with this use.

Reason: In the interests of highway management and safety, residential amenity and general environmental quality in accordance with the NPPF, Core Strategy (2007) Policies KP2, CP3 and CP4, Development Management Document (2015) Policy DM15, and Design and Townscape Guide (2009).

09 Notwithstanding the details shown on the plans submitted otherwise hereby approved prior to occupation of the development hereby approved details of the 55 bicycle parking spaces to be provided at the site shall be submitted to and agreed in writing by the Local Planning Authority. The approved bicycle parking spaces shall be provided prior to the occupation of the building and permanently maintained thereafter in accordance with the approved details unless otherwise agreed in writing by the local planning authority.

Reason: To ensure that adequate cycle parking is provided and retained to serve the development in accordance with policy CP3 of the Core Strategy (2007) and policy DM15 of the Development Management Document (2015).

10 Prior to first use of the development hereby approved a Travel Plan which encourages travel to and from the site by sustainable mode of transport shall be submitted to and agreed in writing by the local planning authority. The Travel Plan shall be implemented in full accordance with the approved details and measures from the first occupation of the development. At the end of the first and third year's operation of the development hereby approved, 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 updated Travel Plan must thereafter be implemented in accordance with the approved details.

Reason: In the interests of sustainability, accessibility, highways efficiency and safety, residential amenity and general environmental quality in accordance with Core Strategy (2007) Policies KP2, CP3 and CP4, Policy DM15 of Development Management Document (2015), and the Design and Townscape Guide (2009).

11 Notwithstanding the provisions of any development order made under Section 59 of the Town and Country Planning Act 1990 (or any order revoking and re-enacting that Order) no floodlighting shall be installed at the site without the receipt of express planning permission in writing.

Reason: To protect the amenities of neighbouring properties and the general environmental quality in accordance with, National Planning Policy Framework, Core Strategy (2007) Policies KP2 and CP4, and Development Management Document (2015) Policies DM1 and DM3.

12 No site clearance, preparatory work or development shall take place until a scheme of mitigation for the protection of the trees adjacent to the Multi Use Games Area and those identified on plan ref 108 revision F and the appropriate working methods (the Arboricultural method statement) in accordance with Clause 7 of British Standard BS5837 - Trees in Relation to Construction - Recommendations has been submitted to and agreed in writing by the local planning authority. The approved mitigation measures shall be installed before the commencement of works and the development implemented in full accordance with the approved measures and methods.

Reason: In the interests of visual amenity and to ensure a satisfactory standard of tree protection, pursuant to Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and the advice contained in the Design and Townscape Guide (2009).

13 No site clearance, preparatory work or development shall take place until a scheme of mitigation measures to show how the developments potential effects on biodiversity, protected species and habitats would be mitigated against during the construction of the development. The construction works must then be carried out only in accordance with the approved measures.

Reason: To protect the biodiversity of the environment in accordance with the National Planning Policy Framework, Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and the advice contained in the Design and Townscape Guide (2009).

14 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 (2007), Policy DM2 of the Development Management Document (2015).

15 No development other than demolition and site clearance works shall take place until details of the implementation, maintenance and management of a scheme for surface water drainage works (incorporating Sustainable Urban Drainage (SuDs) Principles have been submitted to and approved by the local planning authority. The scheme shall be implemented and thereafter managed in accordance with the approved details before the development is occupied and brought into use and be maintained as such thereafter. 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
- (iv) 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: 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 (2007), Development Management Document (2015) Policy DM2.

16 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 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 including decorative displays and facilities for public viewing, where appropriate
- (v.) details of drainage/surface water to ensure the proposal does not discharge onto Network Rail land including foul drainage.
- (vi.) measures to control the emission of dust and dirt during construction
- (vii.) plant and materials
- (viii.) scaffolding
- (ix.) piling
- (x.) lighting
- (xi.) a scheme for recycling/disposing of waste resulting from demolition and construction works
- (xii.) future maintenance of the site

Reason: To minimise the environmental impact and disturbance to existing residents, during construction of the development in accordance National Planning Policy Framework; Core Strategy (2007) Policies KP2 and CP4; Development Management Document (2015) Policies DM1 and DM3.

17 If during development contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the Local Planning Authority) shall be carried out until written approval from the Local Planning Authority has been received for a remediation strategy detailing how this unsuspected contamination shall be dealt with that has previously been submitted to the Local Planning Authority in writing. All agreed remediation works must be implemented in their entirety prior in full accordance

with the approved remediation strategy to further construction works commencing unless otherwise agreed in writing by the Local Planning Authority.

Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors in accordance with National Planning Policy Framework, sections 120 and 121 and Policies KP2 and CP4 of the Core Strategy (2007) and Policy DM2 of the Development Management Document (2015).

18 Construction and demolition shall only take place between the hours of 07:30 and 18:00 Monday to Friday and 08:00 to 13:00 on Saturdays and not at all on Sundays or Bank Holidays.

Reason: To protect residential amenity and general environment quality in accordance with the National Planning Policy Framework (2012), Core Strategy (2007) Policies KP2 and CP4, and Policies DM1 and DM3 of the Development Management Document (2015).

19 During construction and demolition the loading or unloading of goods or materials shall take place on the land only between the hours of 07:30 hours - 18:00 on Monday to Friday, 08:00 to 13:00 on Saturdays, and not at all 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 (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

20 The development shall not be occupied until refuse and recycling details have been submitted to and agreed in writing by the Local Planning Authority. The waste management of the development shall thereafter be carried out in accordance with the approved details before it is occupied.

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 (2007) and Policy DM15 of the Development Management Document (2015).

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.

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 In relation to condition 4 above The applicant is advised that the design and layout of the [Multi Use Games Area] should comply with the relevant industry Technical Design Guidance, including guidance published by Sport England and National Governing Bodies for Sport. Particular attention is drawn to Sport England's 'Artificial Surfaces for Outdoor Sports' guidance note (2013) www.sportengland.org/facilitiesplanning/tools-guidance/design-and-cost-guidance/artificial-sportssurfaces/ and the Lawn Tennis Association's Porous Macadam Tennis Courts and Floodlighting Outdoor Tennis Courts guidance notes <https://www.lta.org.uk/venue-management/facilities-advice/>.

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.

580 17/01574/FULM - The Shore, 22 - 23 The Leas, Westcliff-on-Sea, Essex (Chalkwell Ward)
Proposal: Form additional self-contained flat to sixth floor with terrace
Applicant: Westbrook Properties
Agent: SKArchitects

Resolved:

That consideration of the application be DEFERRED to seek confirmation of the level of available parking spaces.

581 17/01716/FUL - The Shore, 22 - 23 The Leas, Westcliff-on-Sea, Essex (Chalkwell Ward)
Proposal: Form additional self-contained flat to eighth floor with terrace
Applicant: Westbrook Properties
Agent: SKArchitects

Resolved:

That consideration of the application be DEFERRED to seek confirmation of the level of available parking spaces.

582 17/01560/BC3 - Cliffs Pavilion, Station Road, Westcliff-on-Sea, Essex, SS0 7RA (Milton Ward)
Proposal: Render building
Applicant: Southend on Sea Borough Council
Agent: Metson Architects

Resolved:

That planning permission be 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: TP-01; TP-02 Revision A; TP-03 Revision A.

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

03 The development hereby permitted shall only be carried out using Monocouche render colour reference. XF Light Grey, 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 the National Planning Policy Framework (2012), Core Strategy (2007) Policies KP2 and CP4, and Design and Townscape Guide (2009).

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 alterations to your property do not result in new floorspace and 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

583 **17/01914/LBC - The Pier, Western Esplanade, Westcliff-on-Sea, Essex, SS1 1EE (Milton Ward)**

Proposal: Various repairs and maintenance to include continued ironwork replacement, pile cap refurbishment, bearing refurbishment and joint articulation, refurbishment of timber deck boards and lateral restraint connection refurbishment (Listed Building consent)

Applicant: Southend-on Sea Borough Council

Agent: Mr Neil Chaston, Hemsley Orrell Partnership

Resolved:

That planning permission be GRANTED subject to the following conditions:

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

Reason: Required to be imposed pursuant to Section 18 of the Planning (Listed Building and Conservation Areas) Act 1990.

02 The development hereby permitted shall be carried out in accordance with the approved plans 12211-HOP-24-XX-DR-C-0040-P2, 12211-HOP-24-XX- DR-C0041-P2, 12211-HOP-24-XX-DR-C-0042-P2, 12211-HOP-24-XX-DR-C-0043-P2, 12211-HOP-24-XX-DR-C-0050-P2, 12211-HOP-24-XX-DR-C-0051-P1, 12211-HOP-24-XX-DR-C-0052-P1, 12211-HOP-24-XX-DR-C-0060-P2, 12211-HOP-24-XX-DR-C-0061-P2, C10918-C-001-0, C10918-C-169-0, C10918-C-170-0

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

03 The materials for the proposed repairs shall be those specified on the approved plans and in the statements entitled 'Anchor Bay Refurbishment and Substructure Repairs' by HOP Consulting dated 10th November 2017 and 'Southend Pier 2017 Supporting Statement' received 14th November 2017 unless otherwise agreed in writing with the local planning authority.

Reason: To ensure the development suitably maintains and enhances the character and appearance of the listed building in accordance with the National Planning Policy Framework, policies KP2 and CP4 of the Southend-on-Sea Core Strategy (2007) and policies DM1, DM3 and DM5 of the Southend-on-Sea Development Management Document (2015) and advice contained within the Southend 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 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. Detailed analysis is set out in a report prepared by officers.

- 584 **17/01430/FUL - Haydon House, 10 Underwood Square, Leigh-on-Sea, Essex, SS9 3PB (West Leigh Ward)**
Proposal: Erect three dwelling houses incorporating garages, layout parking to front and form vehicular accesses onto Underwood Square
Application: Intex Properties Limited
Agent: SKArchitects

WITHDRAWN

- 585 **17/01708/AMDT - 22A Woodfield Gardens, Leigh-on-Sea, Essex, SS9 1EW (Leigh Ward)**
Proposal: Application to vary condition 02 (approved plans) and condition 03 (matching materials) relocation of glazed area to flank wall and amendments to materials (Minor Material Amendment of Planning Application 15/01313/FUL dated 29.09.2015)
Applicant: Ms Karen Daly
Agent: Mr David Grew

Mr Ashworth, a local resident, spoke as an objector to the application. Ms Daly, the applicant, responded.

Resolved:

That consideration of the application be DEFERRED for a pre-meeting site visit.

- 586 **17/01730/FULH - 71 Marine Parade, Leigh-on-Sea (West Leigh Ward)**
Proposal: Erect hipped to gable roof extension, install dormers sides and roof lights to side and front (Amended Proposal)
Applicant: Martin Gibbson
Agent: A9 Architecture

Resolved:

That planning permission be GRANTED subject to the following conditions:

01 The development hereby permitted shall begin no 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: 761-07ii, 761-05A, 761-06I, 761-04B, 761-03A, 761-02, 761F, 761-00

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. 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 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), Core Strategy 2007 Policies KP2 and CP4, Development Management Document Policy DM1, and guidance within the Design and Townscape Guide (2009).

04 The proposed windows to the dormers in the east elevation and the roundel windows within the proposed dormers on east and west elevations as hereby permitted 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 and shall be maintained as such thereafter 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.

Reason: To protect the privacy and environment of people in neighbouring residential properties, in accordance with the National Planning Policy Framework (NPPF), Core Strategy (2007) policy CP4, Development Management Document (2015) policy DM1 and guidance within the Design and Townscape Guide (2009).

Informative

01. You are advised that as the proposed development 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.

587 17/01857/FULH - 34 Oakleigh Park Drive, Leigh-on-Sea (Leigh Ward)
Proposal: Erect dormer to rear to form habitable accommodation in roof with roof lights to front
Applicant: Mr Alex Bushell

Resolved:

That planning permission be GRANTED subject to the following conditions:

01 The development hereby permitted shall begin no 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: Location plan, EX1, EX2, EX3, EX4, 17.06.200.PL, 17.06.201.PL, 17.06.202.PL, 17.06.203.PL, 17.06.204.PL, 17.06.205.PL, 17.06.206.PL, 17.06.2017.PL

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

03 The development hereby permitted shall be finished in materials as detailed within the application form and approved plans: Location plan, EX1, EX2, EX3, EX4, 17.06.200.PL, 17.06.201.PL, 17.06.202.PL, 17.06.203.PL, 17.06.204.PL, 17.06.205.PL, 17.06.206.PL, 17.06.2017.PL.

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), Core Strategy (2007) policy KP2 and CP4, Development Management Document policy DM1, and the Design and Townscape Guide (2009).

Informative

01. You are advised that as the proposed development 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.

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Appeals Committee B

Date: Thursday, 21st December, 2017
Place: Committee Room 2 - Civic Suite

10

Present: Councillor G Phillips (Chair)
Councillors B Arscott*, M Butler*, D Garston, D Kenyon and
D McGlone
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: F Abbott

Start/End Time: 5.00 - 6.00 pm

588 Apologies for Absence

Apologies for absence were received from Councillor N Folkard (substitute Cllr M Butler), Councillor H Boyd (substitute Cllr B Arscott) and Councillor Borton (no substitute).

589 Declarations of Interest

There were no declarations of interest at this meeting.

590 Minutes of the Meeting held on Thursday, 6th July, 2017

Resolved:-

That the Minutes of the Meeting held on Thursday, 6th July, 2017 be confirmed as a correct record and signed.

591 Minutes of the Meeting held on Tuesday, 26th September, 2017

Resolved:-

That the Minutes of the Meeting held on Tuesday, 26th September, 2017 be confirmed as a correct record and signed.

592 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.

593 Primary School Transport Appeal - Pupil CL

The Committee considered a report by the Deputy Chief Executive (People) together with supporting correspondence from the parent of pupil CL, in connection with an application for home to school transport assistance.

Resolved:-

That the appeal be granted and home to school transport assistance provided for a period of 2 terms, until the end of primary school education.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 9th January, 2018
Place: Committee Room 1 - Civic Suite

11

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

In Attendance: Councillors A Jones, C Mulrone and F Waterworth
A Griffin, J K Williams, S Leftley, A Lewis, J Chesterton, J Ruffle, J
Lansley, J O'Loughlin, T MacGregor, A Keating, C Gamble and L
Chidgey (Independent Chair – Southend LSCB and SAB)

Start/End Time: 2.00 p.m. - 2.55 p.m.

607 Apologies for Absence

Apologies for absence were received from Councillor Byford.

608 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Flewitt – Agenda Item No. 5 (Notice of Motion - UBER Licensing)
Non-pecuniary interest: Ward resident case (withdrew);

(b) Councillor Flewitt – Agenda Item No. 6 (Notice of Motion - Traveller
Community) – Non-pecuniary interest: Written about traveller issues;

(c) Councillor Flewitt – Agenda Item No. 10 (Housing Strategy) – Non-pecuniary
interest: Friends and family are tenants of South Essex Homes;

(d) Councillor Flewitt – Agenda Item Nos. 16 (Council Procedure Rule 46) and
18 (Council Procedure Rule 46 - Confidential Sheet) – Non-pecuniary interest:
Lives in the vicinity;

(e) Councillor Holland – Agenda Item No. 10 (Housing Strategy) – Non-
pecuniary interest: Son is working on the housing vision (withdrew); and

(f) Councillor Holland – Agenda Item Nos. 13 (Passenger Transport - Policy
Changes) and 14 (Passenger Transport - Operating Model and Procurement
Process) – Non-pecuniary interest: President of Southend Stroke Club which
uses the Council's Passenger Transport Service.

609 Minutes of the Meeting held on Tuesday 7th November 2017

Resolved:-

That the Minutes of the Meeting held on Tuesday 7th November 2017 be
received, confirmed as a correct record and signed..

610 Notice of Motion - Caged Peafowl

At the meeting of Council held on 14th December 2017, Members received a notice of motion calling on the Council to move the caged peafowl in the Chalkwell menagerie to a more humane home.

This had been proposed by Councillor Ware-Lane and seconded by Councillor Willis.

Resolved:

1. That it be noted that the peafowl have been bred in captivity and are in space sufficient for them and are being cared for. They are regularly fed and watered, breeding and show no signs of distress and are in good health. The space that they occupy has been recently improved and the Council is considering further improvements to their surroundings.
2. That the Council continue to review the situation before coming to a decision about the future of the Peafowl and will take advice from independent animal welfare charities, i.e. RSPCA and RSPB.

Reasons for Decision

To respond to the notice of motion.

Other Options

None

Note:- This is an Executive Function

Called-in to Place Scrutiny Committee

Executive Councillor:- Holland

611 Notice of Motion - UBER Licensing

At the meeting of Council held on 14th December 2017, Members received a notice of motion calling on the Council to support the Transport for London in not re-licensing UBER's private hire licence on public safety grounds and to urge Government to update legislation so driver standards are uniformed across the country.

This had been proposed by Councillor Terry and seconded by Councillor Cox.

Resolved:-

1. That the Council supports Transport for London in not re-licensing UBER's private hire licence on public safety grounds.
2. That the Council calls on the Government to update Taxi and Private Hire legislation so driver standards are uniformed across the country and Enforcement Officers are able to inspect all vehicles irrespective of what Borough they have been licensed in.

3. That the Council calls on the Government to introduce national databases so that Licensing Authorities can check if a driver or operator has ever been refused or had a licence revoked in another Borough for failing the 'fit and proper' test.

4. That the Executive Member for Licensing meets with the All Party Parliamentary Group to discuss the issues in relation to Taxi and Private Hire legislation.

Reasons for Decision

To respond to the notice of motion.

Other Options

None

Note:- This is an Executive Function
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Cox

612 Notice of Motion - Traveller Community

At the meeting of Council held on 14th December 2017, Members received a notice of motion calling on the Council to support a number of courses of action in relation to the traveller community.

This had been proposed by Councillor Ware-Lane and seconded by Councillor Borton.

Resolved:-

1. That parts 1-4 of the motion be supported.
2. That in respect of part 5 of the motion it be noted that the most recent "Gypsy, Traveller and Travelling Showpeople Accommodation Assessment" found that there is no current or future need and therefore no action is required .

Reason for Decision

To respond to the notice of motion.

Other Options

None

Note:- This is an Executive Function
Called-in to Place Scrutiny Committee
Executive Councillor:- Flewitt

613 Notice of Motion - The Effects of Development in Leigh-on-Sea

At the meeting of Council held on 14th December 2017, Members received a notice of motion calling on the Council to support the proposed courses of action seeking to address the effect of development in Leigh.

This had been proposed by Councillor Mulroney and seconded by Councillor Wexham.

Resolved:-

That the notice of motion be rejected on the basis that the Council has an existing Development Plan which provides the framework for the assessment of development in the Borough. The Council will be embarking on its preparation of a new Local Plan which will provide the opportunity for issues identified in the motion to be considered as part of the formal local plan process.

Reason for Decision

To respond to the notice of motion.

Other Options

None

Note:- This is an Executive Function
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Flewitt

614 Notice of Motion - Scrap the Pay Cap

At the meeting of Council held on 14th December 2017, Members received a notice of motion calling on the Council to make representations to the Government in support of the NJC pay claim for 2018.

This had been proposed by Councillor Nevin and seconded by Councillor Borton.

Resolved:-

1. That it be noted that since the notice of motion was submitted, the national employers have made a final pay offer in response to the Trade Union's side pay claim which equates to 2% for all employees at a particular level on the pay spine and between 9.1% and 3.7% to those lower down the pay scale. A similar pay offer for 2019/20 has also been made and will involve a realignment of the pay spine in order to ensure "headroom" from the statutory minimum national living wage rate.

2. That it also be noted that work is underway to calculate the financial impact of the proposed pay award on this Council which will be considered as part of the budget setting process.

3. That the Council will continue to work with the LGA and the regional employers on the national review of the NJC pay spine and the impact on the national living wage.

Reason for Decision

To respond to the notice of motion.

Other Options

None

Note:- This is an Executive Function
Eligible for call-in to Policy and Resources Scrutiny Committee
Executive Councillor:- Moring

615 Monthly Performance Report

Resolved:

That the submitted report be noted.

Note: This is an Executive Function.
Eligible for call in to all three Scrutiny Committees.
Executive Councillor: as appropriate to the item.

616 Housing Strategy

The Cabinet considered a report of the Deputy Chief Executive (People) setting out the work underway to develop a 'vision for housing in Southend', incorporating the preparation of a progressive Housing Strategy and clear work plans and strategies relating to the key areas of homelessness prevention, rough sleeping, South Essex Homes, sheltered housing, allocations, and work with the private rented sector.

Resolved:-

1. That the proposed approach and timescales for the development of the Housing Vision and the Housing Strategy and the approaches and timescales for the development and delivery of other workstreams be endorsed.

2. That the Director of Adult Services and Housing and the Director for Planning and Transport, in consultation with the relevant Executive Councillors and Council staff as appropriate, prepare the draft vision and strategy documents to be submitted to a future meeting of the Cabinet for approval.

Reason for Decision

A collective vision for housing is critical to providing context and coherence for strategy and policy decisions. The need for housing to be considered as an integral component of the Council's work on behalf of local citizens and their changing demographics and needs is clear. Housing is central to the Council's ambitions for economic development and the creation of jobs and enabling of a

workforce, and to its aspirations as an emerging city with a broad and compelling offer

Other Options

None

Note: This is an Executive Function

Called-in to Policy and Resources Scrutiny Committee

Executive Councillors: Flewitt

617 Annual Report on Safeguarding Children and Adults 2016-17

The Cabinet considered a report of the Deputy Chief Executive (People) setting out the annual assurance assessment for the Chief Executive and elected Members in respect of their responsibilities for safeguarding children and adults in Southend. This contributed to the requirements of statutory guidance in Working Together to Safeguard Children 2015 and the Care Act 2014.

Resolved:-

That the report be noted and the actions detailed in Section 6 of the Annual Safeguarding Reports set out in Appendices 1 and 3 to 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

Called-in to People Scrutiny Committee

Executive Councillors: Courtenay and Salter

618 Journey of the Child Bi-Annual Report and Updated Statements of Purpose for Adoption & Fostering

The Cabinet considered a report of the Deputy Chief Executive (People) on the activities of Children's Services, 2016/17 and for the first 6 months of 2017/18. The report also provided a review of the updated Statements of Purpose for Adoption & Fostering, in line with Standard 18.3 of the Adoption National Minimum Standards and Standard 16 of the Fostering National Minimum Standards.

It was noted that this was the first report of this nature and covered an 18 month period. Future reports will be provided on a bi-annual basis.

On consideration of the report, the Chairman referred to the excellent children's services and conveyed his thanks to the relevant staff for their sterling work

Resolved:-

1. That the Bi-Annual Report, set out in Appendix 1 to the submitted report, be noted.
2. That the updated Statements of Purpose, set out in Appendices 2 & 3, be approved.

Reasons for Decision

The new format will allow for Fostering and Adoption regulations to be fully met, whilst ensuring that Members have a clear overall picture of children's services in Southend and how these two services are embedded in the wider service. The Adoption and Fostering Statements of Purpose have been updated and require approval.

Other Options

To continue to present a number of independent reports to meet the statutory requirement for fostering and adoption services, to present a report to the Executive twice yearly and to update the Statement of Purpose annually.

Note: This is an Executive Function
Eligible for call-in to People Scrutiny Committee
Executive Councillor: Courtenay.

619 Passenger Transport - Policy Changes

Pursuant to Minute 531 of the meeting of the Policy & Resources Scrutiny Committee held on Thursday, 30th November 2017, the Cabinet considered a revised report of the Deputy Chief Executive (People) setting out proposed changes to policies which were recommended as part of the transport review.

Resolved:-

That the following proposed policies, as per the approach identified in paragraph 3.1 of the submitted report, be adopted::

(a) Home to School Transport for Pre and Post-16 Students with Special Educational Needs and Disabilities (SEND) (effective from 1st September 2018) as follows:

- The Special Educational Needs Travel Assistance Policy (Appendix A) to be implemented as set out in paragraphs 3.1.2 (a) and 3.1.2 (b) of the report. The provision of 'travel assistance' is to be focussed on the promotion of independence and personalisation. As pupils adopt more independent alternative modes of transport then routes will be optimised.

(b) Adults with Learning Disabilities and Older Adults attending Day Centres and Activities (effective from 1st April 2018) as follows:

- The Adult Social Care travel assistance policy (Appendix B) to be implemented as proposed in paragraph 3.1.2 (c) of the report. The focus on maximising independence will mean that travel assistance will only be provided by the Council once all alternative transport options have been considered.

- Where transport is provided by the Council, the contribution from the user is increased to the new charge of £4 per day for a return trip and £5 per day where multiple trips are applicable.

(c) Looked After Children (effective from 1st April 2018) as follows:

- The looked after children and young people travel assistance policy (Appendix C) to be implemented as proposed in paragraph 3.1.2 (d) of the report.

(d) Dial-a-Ride (effective from 1st April 2018) as follows:

- The Dial-a-Ride policy (Appendix D) to be implemented as proposed in 3.1.2 e) of the report.

Reasons for Decision:

(a) Home to School (SEND) transport – to approve some changes to current policy to enable consistency and fairness in decisions regarding eligibility.

(b) Adults with Learning Disabilities and Older Adults attending Day Centres and Activities – To establish a policy that demonstrates how the Council will support individuals by providing travel assistance to access social care activities in a consistent and equitable way.

(c) Looked After Children – To establish policy to enable fairness in decisions about eligibility.

(d) Dial-a-Ride – To establish policy to enable fairness in decisions about eligibility.

Other Options:

None

Note: This is an Executive Function

Referred direct and called-in to People Scrutiny Committee

Eligible for call in to Policy & Resources Scrutiny Committee

Executive Councillors: Courtenay, Moring and Salter.

620 Passenger Transport - Operating Model and Procurement Process

Pursuant to Minute 532 of the meeting of the Policy & Resources Scrutiny Committee held on Thursday, 30th November 2017, the Cabinet considered a report of the Deputy Chief Executive (People) setting out the series of processes that need to be undertaken in order to meet the proposed procurement timetable.

Resolved:-

1. That the key elements (set out in Appendices A and C to the submitted report) be approved for inclusion in the procurement documentation to set out the Council's ambitions, parameters and expectations for its Passenger Transport Service and to enable the procurement process.
2. That Competitive Dialogue be approved as the procurement approach to securing a preferred partner.
3. That commencement of the competitive dialogue process, based on the timetable set out in paragraph 4.4 of the report, be approved.
4. That the term "Partnership Approach" via a Corporate Structure be used in defining the approach to be developed by tenderers in response to the Council's objectives and that this be used throughout the procurement documentation.
5. That the proposed Passenger Transport objectives/requirements be approved as an appropriate and comprehensive set of underpinning statements to be included in procurement documentation and to form the basis for evaluation questions.
6. That the Director of Strategy Commissioning and Procurement (in consultation with the Directors of Transformation, Learning, Adults Services, Finance and Resources) be authorised to take decisions during the procurement process, to ensure agile and timely decision making, keeping the procurement to timetable and protecting the Council's position.

Reason for Decision

It is critical that the Council has an agreed, robust and transparent position on each of the matters presented in the report in order to shape the procurement documents and to ensure that the Council's ambitions for its Passenger Transport Service is delivered through the partnership. On 7th November 2017, Cabinet endorsed the recommendation that a JV approach is the best delivery model to achieve sustainable transport provision for the Council. This model offers transparency of costs, visibility of profits and the ability for the Council to have some control in the delivery of the service. This approach, assuming a partner with appropriate experience, existing infrastructure and resources can be found, reduces risk to the Council.

Other Options

None

Note: This is an Executive Function.

Called-in to Policy and Resources Scrutiny Committee

Executive Councillor: Moring

621 Debt Management - Position at 30th November 2017

The Cabinet considered a report of the Chief Executive setting out the current position of outstanding debt to the Council, as at 30th November 2017 and the

debts that had been written off, or are recommended for write off, in the current financial year as at 30th November 2017.

Resolved:-

1. That the current outstanding debt position as at 30th November 2017 and the position of debts written off to 30th November 2017 as set out in Appendices A & B to the submitted report, be noted.
2. That it be noted that there are no write offs greater than £25,000, which require approval by Cabinet.

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.

Eligible for call in to Policy and Resources Scrutiny Committee

Executive Councillor: Moring

622 Council Procedure Rule 46

Resolved:-

That the submitted report be noted.

Note: This is an Executive Function

Eligible for call in to the relevant Scrutiny Committee

Executive Councillor: as appropriate for the item.

Items 2.1 and 2.2 called-in to Policy and Resources Scrutiny Committee

623 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.

624 Council Procedure Rule 46 - Confidential Sheet

Resolved:

That the submitted report be noted.

Note: This is an Executive Function
Eligible for call in to the relevant Scrutiny Committee
Executive Councillor: as appropriate for the item.

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Development Control Committee

Date: Wednesday, 10th January, 2018

Place: Committee Room 1 - Civic Suite

12

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

In Attendance: Councillors D Jarvis
P Geraghty, K Waters, C Galforg, M Smith and T Row

Start/End Time: 2.00 p.m. - 3.20 p.m.

625 Apologies for Absence

Apologies for absence were received from Councillors Arscott (Substitute: Councillor Butler), Folkard (Substitute: Councillor McGlone), McDonald (Substitute: Councillor Jones) and Ward (no substitute).

626 Declarations of Interest

The following interest was declared at the meeting:

(a) Councillor Mulrone – Agenda Item No. 5 (17/01708/AMDT - 22A Woodfield Gardens, Leigh on Sea) – Non-pecuniary interest: Member of the objector's family is known to her.

627 Minutes of the Meeting held on Wednesday 8th November 2017

Resolved:-

That the Minutes of the Meeting held on Wednesday, 8th November 2017 be received, confirmed as a correct record and signed.

628 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.

629 17/01708/AMDT - 22A Woodfield Gardens, Leigh on Sea (Leigh Ward)
Proposal: Application to vary condition 02 (approved plans) and condition 03 (matching materials) relocation of glazed area to flank wall and amendments to materials (Minor Material Amendment of Planning Application 15/01313/FUL dated 29.09.2015)
Applicant: Ms Karen Daly
Agent: Mr David Grew

Mr Ashworth, a local resident, spoke as an objector to the application. Mr Grew, the applicant's agent, responded.

Resolved:

That planning permission be GRANTED subject to the following conditions:

01 The development hereby permitted shall be retained in accordance with the following approved plans: 15/26 No.1 A; 15/26 No.3 (2) A.

Reason: In the interests of visual amenities, pursuant to the National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy 2007 and Policies DM1 and DM3 of the Development Management Document 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.

630 17/00644/FUL - Cambridge House, 121 Ness Road, Shoeburyness (West Shoebury Ward)
Proposal: Demolish building and erect two detached dwellinghouses with juliette balconies to rear, associated amenity space, landscaping, layout parking and form new vehicular accesses on to Ness Road (Amended Proposal)
Applicant: Mrs M Smith
Agent: Phase 2 Planning

Mr Chandler, a local resident, spoke as an objector to the application.

Resolved:

That planning permission be 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: 1800/Ex1; 1800/01 F; 1800/02G; 1800/03E, 1800/L1

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

03 The development hereby approved shall be carried out in full accordance with the mitigation measures identified in the Flood Risk Assessment carried out by Ardent Consulting Engineers dated April 2017 reference 170090-01 and drawings 1800/01 F; 1800/02G; 1800/03E before the dwellings are occupied.

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

04 Once occupied the development hereby permitted shall operate and be occupied at all times in full accordance with the Flood Response Plan in Section 4 of the Flood Risk Assessment carried out by Ardent Consulting Engineers dated April 2017 reference 170090-01 submitted with this application

Reason: To ensure that the Flood Warning and Evacuation Plan meets with the requirements of the Environment Agency's Flood Warning Service.

05 Prior to the commencement of the development hereby approved, samples and product details for the external materials to be used in the construction of the dwellings shall be submitted to and approved in writing by the Local Planning Authority. Only the approved materials shall subsequently be used in the construction of the dwelling hereby approved 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 the National Planning Policy Framework, Core Strategy (2007) policy KP2 and CP4, Development Management Document (2015) policy DM1, and Southend Design and Townscape Guide (2009).

06 The development shall not be occupied until the garages, car parking spaces and turning head have been provided at the site in accordance with drawing 1800/01 Revision F, together with properly constructed vehicular accesses to the adjoining highway, all in accordance with the approved plans. The parking spaces shall be permanently retained thereafter only for the parking of occupiers of and visitors to the development. Permeable paving shall be used for the hardstanding area created unless otherwise agreed by the local planning authority.

Reason: To ensure that adequate car parking is provided and retained to serve the development in accordance with policy CP3 of the Core Strategy (2007) and policy DM15 of the Council's Development Management Document (2015).

07 Notwithstanding the details shown in the plans submitted and otherwise hereby approved none of the buildings hereby granted consent shall be occupied unless and until plans and other appropriate details are submitted to the Local

Planning Authority and approved in writing which specify all windows in the proposed buildings that are to be permanently glazed with obscured glass and fixed shut or provided with only a fanlight opening and the manner and design in which these windows are to be implemented. Before the buildings hereby approved are occupied the development shall be implemented in full accordance with the details and specifications approved under this condition and shall be permanently retained as such thereafter.

Reason: To protect the privacy and environment of people in neighbouring residential properties, in accordance with the National Planning Policy Framework (2012), Core Strategy (2007) policy CP4, Development Management Document (2015) policy DM1, and the Southend Design and Townscape Guide (2009).

08 Privacy screens not less than 1.7m high above patio level shall be fitted to the north and southern side of each rear raised patio area in accordance with details that have previously been submitted and approved by the local planning authority prior to first occupation of the development. The screens shall be retained for the lifetime of the development in accordance with the approved details.

Reason: To protect the privacy and environment of people in new and neighbouring residential properties, in accordance with the National Planning Policy Framework (2012), Core Strategy (2007) policy CP4, Development Management Document (2015) policy DM1, and advice contained within the Design and Townscape Guide (2009).

09 No development shall take place until full details of both hard and soft landscape works to be carried out at the site and details of all boundary treatments have been submitted to and approved in writing by the local planning authority. The approved hard landscaping works shall be carried out prior to first occupation of the development and the soft landscaping works prior to or within the first planting season following first occupation of the development, unless otherwise agreed in writing by the local planning authority. The details submitted shall include, but not limited to:-

- i. proposed finished site levels or contours;
- ii. details of the proposed ramps and means of enclosure of the site including any gates or boundary fencing;
- 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.);
- vii. details of the number, size and location of the trees, shrubs and plants to be retained and planted together with a planting specification;
- viii. details of measures to enhance biodiversity within the site.

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 the amenities of occupiers and to ensure a satisfactory standard of landscaping and tree protections measures are implemented pursuant to Policy DM1 of the Development Management Document (2015) and Policy CP4 of the Core Strategy (2007) and advice contained within the Southend Design and Townscape Guide (2009).

10 The development shall not be occupied until refuse and cycle storage has been provided in accordance with details which shall previously have been submitted to and agreed in writing with the Local Planning Authority. The refuse and cycle storage shall permanently retained thereafter.

Reason: To ensure that adequate refuse storage and cycle parking is provided and retained to serve the development in accordance with Policies KP2, CP3 and CP4 of the Core Strategy (2007) and Policies DM1 and DM15 of the Development Management Document (2015) and the Southend Design and Townscape Guide (2009).

11 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 prior to commencement of the development and implemented in full in accordance with the approved details prior to the first occupation of the dwellings. This provision shall be made for the lifetime of the development.

Reason: In the interests of providing sustainable development in accordance with Core Strategy (2007) Policy KP2, Development Management Document (2015) Policy DM2 and the Southend Design and Townscape Guide (2009)

12 Prior to first occupation of the development the surface water attenuation strategy (SuDS) for the site shall be implemented in full as set out in Section 5 of the Flood Risk Assessment by Ardent Consulting Engineers dated April 2017 reference 170090-01 and it shall be retained as such in perpetuity thereafter.

Reason: To ensure satisfactory drainage of the site in accordance with policy KP2 of the Core Strategy (2007) and Development Management Document (2015) policy DM2.

13 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 implemented prior to first occupation of the development and be permanently retained thereafter.

Reason: To minimise the environmental impact of the development through efficient use of water in accordance with the National Planning Policy Framework, Core Strategy (2007) policy KP2, Development Management Document (2015) policy DM2 and the Southend Design and Townscape Guide (2009).

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

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, Core Strategy (2007) policy KP2, Development Management Document (2015) policy DM8 and the Southend Design and Townscape Guide (2007).

15 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015, or any order revoking and re-enacting that Order with or without modification, no development shall be carried out at the dwellings hereby approve falling within Schedule 2, Part 1, Class A, B, C, D and E of that order.

Reason: To protect the character of the area and the privacy and environment of people in neighbouring residential properties and ensure sufficient amenity space is retained for future occupiers pursuant to Core Strategy (2007) policy CP4, Development Management Document (2015) policy DM1 and the Southend Design and Townscape Guide (2009).

16 Demolition or construction works shall not take place outside 8:00 hours to 18:00 hours Mondays to Fridays and 8:00 hours to 13:00 hours on Saturdays and at no time on Sundays or Bank Holidays.

Reason: To protect residential amenity and general environmental quality in accordance with the National Planning Policy Framework, Core Strategy (2007) policy KP2 and CP4, and Development Management Document (2015) policy DM1.

17 The proposed site clearance and construction works shall be carried out to comply with the recommendations set out in Section 6 of the Ecology Report by SES dated August 2016 in full. This includes undertaking a Bat Survey and implementing any associated mitigation measures or other recommendations thereafter.

Reason: To ensure that the development does not have an adverse impact on the biodiversity of the environment in accordance with the wildlife Act, National Planning Policy Framework and Development Management Document (2015) Policy DM3.

18 No development shall take place until a site investigation of the nature and extent of land 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 the construction of the new houses 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 in full before the dwellings are occupied.

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 in accordance with Development Management Document (2015) policy DM14.

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.

Informatives

01 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.

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 construction noise provisions within the Control of Pollution Act 1974. Applicants should contact the Council's Environmental Health Officer for more advice on 01702 215810 or at Regulatory Services, P.O. Box 5558, Southend-on-Sea Borough Council, Civic Centre, Victoria Avenue, Southend-on-Sea, SS2 6ZQ.

03 Please note the use of existing materials reclaimed from the demolition of the existing building would be referred and any external materials should reflect the character and appearance of the neighbouring buildings.

631 17/01426/DOV5 - 1307 London Road, Leigh on Sea (Belfairs Ward)
Proposal: Modification of planning obligation (Section 106 agreement)
dated 13th July 2017 pursuant to application 16/01780/FULM to vary the
requirement to provide affordable housing.
Applicant: Mr James Dove
Agent: Michael Calder of Phase 2 Planning Ltd

Resolved:

That the Deputy Chief Executive (Place), Director of Planning and Transport or Group Manager for Planning and Building Control be DELEGATED to AGREE A MODIFICATION OF THE PLANNING OBLIGATION dated 13th July 2017 pursuant to planning application 16/01780/FULM to provide a financial contribution for affordable housing of £80,000 (index-linked) in lieu of on-site provision payable prior to occupation of the 5th dwelling.

(Councillor Walker withdrew from the meeting prior to the consideration of this item.)

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Audit Committee

Date: Wednesday, 17th January, 2018

Place: Committee Room 1 - Civic Suite

13

Present: Councillor M Davidson (Chair)
Councillors H Boyd (Vice-Chair), A Bright, J Moyies, C Nevin*,
G Phillips, M Terry and C Willis and Mr K Pandya (Co-opted
Member)
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: J Chesterton, C Gamble, L Everard, E Allen, J Denham, C Fozzard,
T MacGregor, M Dineen, K Lynch and A Barnes (BDO)

Start/End Time: 6.30 p.m. - 9.10 p.m.

632 Apologies for Absence

Apologies for absence were received from Councillor Ware-Lane (Substitute: Councillor Nevin).

633 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Terry – Agenda Item No.6 (BDO: Grant Claim and Returns Certification Report) and Agenda Item No.8 (BDO: Progress Report to those charged with governance) – Non-pecuniary interest: Wife is teacher (teacher pension fund)

(b) Councillor Moyies – Agenda Item No.10 (Internal Audit, Quarterly Performance Report) – Non-pecuniary interest: Governor of Essex Partnership University NHS Foundation Trust

634 Minutes of the Meeting held on Wednesday 6th September 2017

Resolved:-

That the Minutes of the Meeting held on Wednesday 6th September 2017 be received, confirmed as a correct record and signed.

In referring to the minutes, the Director of Finance and Resources gave a verbal update to the Committee concerning the future governance arrangements for the Council companies, joint ventures and trusts. He reported that the Cabinet had approved the establishment of a Shareholder Board. Each of the Council's organisations would present an annual report to this Board.

635 Corporate Risk Register

The Committee received a report of the Chief Executive setting out the 2017/18 Corporate Risk Register and the Quarter 3 updates.

On consideration of the report, a number of specific observations were made in relation to the risk register, including the benefit of showing risk trends more effectively over time, the inclusion of volume indicators in the register, the information sharing opportunities between the Council and health partners, and the suggested review the RAG status of the Healthy Lifestyle Service.

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

Resolved:

That the 2017/18 Corporate Risk Register and the Quarter 3 updates outlined in Appendix 1 to the submitted report, be endorsed.

636 Treasury Management Policy for 2018/19

The Committee received a report of the Chief Executive presenting the treasury management policy for 2018/19 comprising the following documents:

- Treasury Management Policy Statement for 2018/19;
- Treasury Management Strategy for 2018/19;
- Annual Investment Strategy for 2018/19

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

Resolved:

That the treasury management policy for 2018/19, be endorsed.

637 BDO: Grant Claim and Returns Certification Report for the Year ended 31 March 2017

The Committee received a report of the Chief Executive presenting the External Auditor's Grant Claim and Return Certification Report for 2016/17 to the Audit Committee.

The Committee asked a number of questions which were responded to by the BDO External Auditor and officers.

Resolved:

That the Grant Claim and Return Certification Report for 2016/17, be accepted.

638 BDO: Annual Audit Letter, Audit for the year ended 31 March 2017

The Committee received a report of the Chief Executive presenting the External Auditor's Annual Audit Letter for 2016/17.

The Committee asked a number of questions which were responded to by the BDO External Auditor and officers.

Resolved:

That the Annual Audit Letter for 2016/17, be approved.

639 BDO: Progress report to those charged with governance

The Committee received a report of the Chief Executive on the progress made in delivering the 2016/17 and 2017/18 Annual Audit Plans.

Resolved:

That the progress made in delivering the Annual Audit Plans for 2016/17 and 2017/18, be accepted.

640 Counter Fraud & Investigation Directorate, Quarterly Performance Report

The Committee received a report of the Chief Executive providing an update on the progress made by the Counter Fraud & Investigation Directorate (CFID) in delivering the Counter Fraud Strategy and work programme for 2017/18.

Members noted that a report would be prepared on the review of the Council's fraud policies and procedures for submission to the next meeting of the Committee.

The Committee asked a number of questions and made several comments/suggestions in relation to the format of the case summary appendix.

Resolved:

That the performance of the Counter Fraud & Investigation Directorate to date be noted.

641 Internal Audit, Quarterly Performance Report

The Committee received a report of the Chief Executive updating Members on the progress made in delivering the Internal Audit Strategy for 2017/18.

Members of the Committee congratulated the relevant officers on the positive outcome of the External Quality Assessment of the Internal Audit Service.

In referring to the Internal Audit review in relation to the Housing Allocations Policy and in response to the position on the implementation of the actions, the Chairman requested the Deputy Chief Executive (People) to prepare a progress report to the next meeting of the Committee.

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

Resolved:

That the progress made in delivering the 2017/18 Internal Audit Strategy be noted and the amendments to the Audit Plan be approved.

642 Information Items

The Committee received and noted Issue 23 of the CIPFA briefings for audit committee members in public sector bodies.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Thursday, 18th January, 2018
Place: Committee Room 1 - Civic Suite

14

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

In Attendance: Councillors C Mulroney, F Waterworth and P Wexham
A Griffin, J K Williams, S Leftley, A Lewis, J Chesterton, J Ruffle, C Gamble, I Ambrose, P Geraghty and C Fozzard

Start/End Time: 2.00 p.m. - 2.35 p.m.

643 Apologies for Absence

Apologies for absence were received from Councillor Cox.

644 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Flewitt – Agenda Item Nos. 3 (Council Tax Base and National Non Domestic Rating Base 2018/19), 4 (Draft Housing Revenue Account Budget 2018/19 and Rent Setting), 5 (Draft Capital Programme 2018/19 to 2021/22), 6 (Draft Fees and Charges 2018/19) and 7 (Draft General Fund Revenue Budget 2018/19) – Non-pecuniary interest: Friends and family are tenants of South Essex Homes;

(b) Councillor Holland – Agenda Item Nos. 4 (Draft Housing Revenue Account Budget 2018/19 and Rent Setting) and 5 (Draft Capital Programme 2018/19 to 2021/22) – Non-pecuniary interest: Son might be involved with housing projects;

(c) Councillor Mulroney – Agenda Item Nos. 3 (Council Tax Base and National Non Domestic Rating Base 2018/19) and 7 (Draft General Fund Revenue Budget 2018/19) – Non-pecuniary interest: Member of Leigh Town Council.

645 Council Tax Base and National Non Domestic Rating Base 2018/19

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 (NNDR1) form to the Department of Communities and Local Government (DCLG) by 31st January 2018.

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 2018/19 approved by Council on 14 December 2017, 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 1st April 2018 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%; and

- 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.

(iii) That it be noted that the further discounts and exemptions that were approved by Council on 13 December 2012 will remain unchanged from 1st April 2018 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; and

- 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 2018/19 shall be 57,611.55.

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 2018/19 shall be 8,779.95.

4. That the NNDR1 form attached at Appendix C to the submitted report be approved for submission to DCLG.

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

646 Draft Housing Revenue Account Budget 2018/19 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 2018/19 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 6.04% on shared ownership properties, be endorsed.
3. That the proposed rent changes in 1 and 2 above to be effective from 2 April 2018, 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 submitted report, be endorsed.
8. That the value of the Council's capital allowance for 2018/19 be declared as £23.197M, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.

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 13th February 2018 is a Council Function.
Referred direct to Policy and Resources Scrutiny Committee.
Executive Councillor:- Flewitt

647 Draft Capital Programme 2018/19 to 2021/22

The Cabinet considered a report of the Corporate Management Team setting out a draft programme of capital projects for the period 2018/19 to 2021/22.

Resolved:

1. That the current approved Programme for 2018/19 to 2020/21 of £166.5m, 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 submitted report, be noted.
3. That the proposed new schemes and additions to the Capital Programme for the period 2018/19 to 2021/22 totalling £20.1m for the General Fund as set out in Appendices 6 and 7 to the submitted report, be endorsed.
4. That the proposed scheme subject to external funding approval for the period 2018/19 to 2021/22 totalling £19m as set out in Appendices 2 and 7 to the submitted 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 submitted 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 £184.9m for 2018/19 to 2021/22.
6. That it be noted that of the total programme of £184.9m for the period 2018/19 to 2021/22, the level of external funding supporting this programme is £71.7.2m as set out in paragraph 7.1 of the submitted report.
7. That it be noted that a final review is being undertaken on the 2017/18 projected outturn and that the results will be included in the report to Cabinet on 13th February 2018.

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 13th February 2018 is a Council Function.

Referred direct to all three Scrutiny Committees.

Executive Councillor:- Lamb

648 Draft Fees and Charges 2018/19

The Cabinet considered a report of the Corporate Management Team detailing fees and charges for services included in the budget proposals for 2018/19.

Resolved:

That, subject to the annual commuters car park charge (East Beach) being amended to £100, 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 13th February 2018 is a Council Function.

Referred direct to all three Scrutiny Committees.

Executive Councillor:- Lamb

649 Draft General Fund Revenue Budget 2018/19

The Cabinet considered a report of the Corporate Management Team presenting the draft revenue budget for 2018/19.

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 2018/19 draft revenue budget and any required commencement of consultation, statutory or otherwise, be approved.

2. That it be noted that the 2018/19 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.49%, being 2.99% for general use and 1.5% for Adult Social Care.

3. That it be noted that the 2018/19 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 2018/19 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 budget position and the recommendations to the Education Board on 16th January 2018, 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 2019/20 and beyond, as set out in section 15 of the submitted 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 13th February 2018 is a Council Function.

Referred direct to all three Scrutiny Committees.

Executive Councillor:- Lamb

650 Adoption of SCAAP

The Cabinet received a report of the Deputy Chief Executive (Place) that sought Members approval to recommend that the Council adopts the Southend Central Area Action Plan (SCAAP). If adopted the SCAAP would form part of the Southend Development Plan, providing a set of up-to-date local planning policies for positively managing development and would be used to assess development proposals within the Southend Central Area, including the Town Centre and Central Seafront.

The Chairman acknowledged all the hard work that had been undertaken in preparing the SCAAP and conveyed his thanks and appreciation to the officers concerned.

Recommended:

1. That all the recommendations within the Inspector's Report, as set out in Appendix 1 to the submitted report, and the revised version of the SCCAP, as set out in Appendix 2 to the report be approved.

2. That Council adopts the SCAAP as set out in Appendix 2 to the submitted report, in accordance with Planning Regulations.

3. That it be noted that the SCAAP Proposed Submission version, approved by Council for publication and submission in September 2016, has been amended as per:

- (a) the main modifications recommended by the Inspector in his report and agreed for consultation under delegated authority in July 2017 (attached at Appendix 1 to the submitted report);
- (b) the minor modifications agreed for consultation under delegated authority in July 2017 (attached at Appendix 3 to the submitted report); and
- (c) the further minor modifications as set out in Appendix 4 of the submitted report.

Reason for Recommendations

This report recommends that the Cabinet supports the conclusions of the Inspector's Report and recommend to full Council that the plan be adopted. It is clearly advantageous for the Council to have a new planning policy document in place as soon as possible. This would avoid the risk of new planning applications in the central area being considered without an up-to-date plan – one of the consequences being a lack of certainty regarding where new development will take place in the future and whether such development is appropriate in the Plan area.

Other Options

As set out in the submitted report.

Note: This is a Council function
Referred direct to Place Scrutiny Committee
Executive Councillor: Councillor Flewitt

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Health & Wellbeing Board

Date: Wednesday, 24th January, 2018

Place: Seacole Room - Tickfield

15

Present: Councillor L Salter (Chair)
Dr J Garcia-Lobera (Deputy Chair)
Councillors J Moyies and C Willis
Dr Chaturvedi, A Griffin, S Leftley, Dr Atherton, S Morris and M Freeston

In Attendance: Councillor C Nevin
M Hathaway (Southend CCG), M Longley (SAVS), J Symmonds (Healthwatch Southend), V Blucher (Southend Hospital)
R Walters, F Abbott, N Faint, R Baker, J O'Loughlin, B Martin, D Harvey and D Payne
L Watson and S Wheeler (for Minute 655)
L Chidgey and J Gardner (for Minute 657)
C Hankey, Dr Fenton and N Rothnie (for Minute 658)

Start/End Time: 5.00 - 6.55 pm

651 Apologies for Absence

Apologies for absence were received from Councillor J Lamb, Councillor M Davidson, Councillor R Woodley, A Semmence (M Longley attended), Ian Stidston (M Hathaway attended) and S Dolling (Department for Place).

652 Declarations of Interest

The following declarations of interest were made at the meeting:-

- (a) Councillor Salter – agenda items relating to – HWB Strategy refresh; Sustainability and Transformation Partnership (STP) – non-pecuniary – husband is consultant surgeon at Southend Hospital and holds senior posts at the hospital; son-in-law is a GP; daughter is a doctor at Broomfield Hospital;
- (b) Councillor Nevin – agenda item relating to Sustainability and Transformation Partnership (STP) – non-pecuniary – 2 children work at MEHT; step sister works at Basildon Hospital; previous association at Southend and MEHT Hospitals; NHS employee in Trust outside area;
- (c) Dr J Garcia-Lobera - agenda item relating to Sustainability and Transformation Partnership (STP) – non-pecuniary – GP in Borough;
- (d) Dr Chaturvedi - agenda item relating to Sustainability and Transformation Partnership (STP) – non-pecuniary – GP in Borough.

653 Questions from members of the public

There were no questions from members of the public.

654 Minutes of the Meeting held on Wednesday, 6th December, 2017

Resolved:-

That the Minutes of the Meeting held on Wednesday, 6th December, 2017 be confirmed as a correct record and signed.

655 Southend Physical Activity Strategy 2016-2021- Review of progress and future priorities

Further to Minute 542 of the meeting held on 6th December 2017, the Board considered a report of the Deputy Chief Executive (People) which reviewed progress to date with the implementation of the Southend-on-Sea Physical Activity Strategy 2016-2021, including successes, challenges and future opportunities, as set out in Appendix 1 to the report.

Following the approval of the Health and Wellbeing Strategy 2017-21 refresh with its key aim of increasing physical activity levels in the borough, the updated Physical Activity Strategy action plan sets out the key areas of work to achieve this aim.

The Board discussed how they can support delivery of the strategy; specifically the roll out, at scale the use of brief interventions for physical activity (Making Every Contact Count), embedding physical activity into health and social care pathways where appropriate and supporting the communications plan for the strategy.

Board members were invited to provide the Southend Public Health Team with a named contact to act as Physical Activity Champions to enable communication and improved partnership working and a number of offers and suggestions were made at the meeting.

In response to a question officers said that they would be happy to provide the Board with some base-line assessment data on the numbers of people involved in physical activity.

Resolved:-

1. To note the update provided, including successes, challenges and future opportunities.
2. That any further nominations to act as a named contact to enable communication and improved partnership working be provided to the Southend Public Health Team.

656 Transformational Change through System Leadership programme within the children's system in Southend

The Board considered a report of the Deputy Chief Executive (People) which advised members about the work being undertaken within the Transformational Change through Systems Leadership (TCSL) programme.

Resolved:-

To welcome and note the approval of the TCSL work programme, given by the Success for All Children Group.

657 2017 LSCB and SAB annual reports on the effectiveness of safeguarding services 2016/17

The Chairman welcomed L Chidgey, Independent Chair of LSCB and SAB and Jane Gardner, Deputy Police, Fire and Crime Commissioner to the meeting for this agenda item.

The Board considered a report by the LSCB and SAB Independent Chair which presented the LSCB and SAB annual reports on the effectiveness of safeguarding services in Southend for 2016-17 as set out in Appendices 1 and 2 of the report.

S Morris mentioned that SEPT (now EPUT) had been missed from Appendix 2, page 10 and the Independent Chair confirmed that EPUT are strong members and active partners on both Boards.

The Chair welcomed the report and said that it was a readable document and complemented the paper.

Resolved:-

That the areas for development identified in the LSCB and SAB annual reports for 2016-17 be reflected in the Board's strategic planning for the coming year.

658 (a) Mid and South Essex Sustainability and Transformation Partnership (STP) (b) Locality Development

(a) Mid and South Essex Sustainability and Transformation Partnership (STP)

The Chair welcomed the Dr R Fenton, Ms C Hankey and Mr N Rothnie from the STP for this agenda item. Dr Fenton advised that Mr A Vowles, STP Programme Director was unfortunately not able to be at the meeting as he is unwell.

The Board considered the update briefing paper from the Mid and South Essex STP which provided an update on current progress and included the following information – a draft copy of a PowerPoint presentation including a summary of the potential impact on the residents of Southend and copies of summary sheets on financial plans, transport and stroke, which were a direct outcome of discussions with members of the Board.

The Board asked a number of detailed questions about the contents of the consultation including:–

- Patient transport and workforce transport - the Board advised that transport of patients, families and carers is a significant issue for the residents of Southend. Within the proposals there is a lack of information regarding the plan to address these issues – the STP advised that

transport is important and is an enabler to the proposals but is not part of the core principles which are being consulted on.

- Stroke services – the Board questioned the proposed stroke pathway and the rationale behind the proposal for Basildon Hospital accommodating the Hyper Acute Stroke Unit (HASU). The STP outlined the proposed pathway for Southend stroke patients and how they would be initially stabilised at Southend Hospital. Once stabilised they would be transferred to the HASU for further treatment (which Dr Fenton later referred to as a Specialist Stroke Unit). The STP advised that this applied to all patients suffering from a stroke who were initially treated at Southend Hospital. The STP further advised that some patients suffered from a stroke ‘mimic’. These patients would be treated through an alternative pathway. The Board contested that this was different to what had previously been advised by the STP. The STP further outlined the rationale for locating the HASU at Basildon. Co-dependencies and time to access the initial treatment was sighted as the rationale. The Board did not agree with the rationale but welcomed the opportunity for further discussion.
- The Board requested a breakdown of the transfer numbers indicated in the consultation generally and also with regard to stroke (actual stroke and stroke type episode). Dr Fenton confirmed that the plan is for the 3 hospitals to be acute stroke units, with 1 specialist unit at Basildon. Board members thanked Dr Fenton for the offer to visit the stroke unit at Southend Hospital and speak to the relevant consultants.

Resolved:-

1. That the update be noted.
2. That the Board submit a response to the consultation by 9th March 2018 to be drafted by the Deputy Chief Executive (People) and the final response be signed off by the Chair & Vice Chair of the Board. The proposed response will be circulated to the Board members.

(b) Locality Development

The Board considered an update from the Deputy Chief Executive (People) regarding the work being undertaken re the development of localities. The Board acknowledged the significant work being done and thanked colleagues for their work and noted that for the STP to work there needs to be investment in localities and that the Southend localities business planning process is engaged with the STP.

Resolved:-

That the timeline be noted and that the draft business plan be circulated by the end of February and for there to be a consolidated Southend focussed business plan for sign off by the Board as part of the wider south Essex plan.

659 Transformation plan for the emotional wellbeing and mental health of children and young people

(The Chair agreed to the addition of this item to the agenda so that the Board can be appraised about the refresh of the local transformation plan).

The Deputy Chief Executive (People) advised that the document is a refresh of the original local transformation plan which was authorised by the Health and Wellbeing Board in 2015. The transformation of emotional wellbeing and mental health services for children and young people has a high national profile and is supported of significant additional funding.

The refresh offers an insight into the response to addressing the challenges as outlined in the original plan and identifies key pathways for development in the coming year. The main priorities of the service remain:

- Improve access and equality;
- Build capacity and capability in the system;
- Build resilience in the system.

The Deputy Chief Executive (People) confirmed that in future years the document will come to the Board first so that it can influence the document.

The Chair welcomed the additional investment mentioned in the report but noted the figure is Essex wide.

Resolved:-

That the plan be noted.

Chairman: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Monday, 29th January, 2018
Place: Committee Room 1 - Civic Suite

16

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

In Attendance: Councillors A Chalk and C Mulroney
A Griffin, J K Williams, S Leftley, A Lewis, J Chesterton, J Ruffle,
C Gamble, B Martin, I Ambrose, C Braun, N Faint, C Papas and
A Keating

Start/End Time: 9.00 a.m. - 9.35 a.m.

660 Apologies for Absence

Apologies for absence were received from Councillors Holland and Flewitt.

661 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Cox – Agenda Item No. 5 (0-5 Service – Contract Extension) – Non-pecuniary interest: Wife and Daughter use the service;

(b) Councillor Lamb – Agenda Item No. 3 (Mid and South Essex Sustainability and Transformation Partnership) – Non-pecuniary interest: Appointed by SAVS as a Governor of Southend Hospital;

(c) Councillor Lamb – Agenda Item No. 4 (School Admission Arrangements) – Non-pecuniary interest: Lives in West Leigh Catchment Area and governor of West Leigh Junior School;

(d) Councillor Lamb – Agenda Item No. 6 (Minutes of the meeting of the Grants Strategy Working Party held on Thursday 25th January 2018) – Non-pecuniary interest: Governor of SAVS;

(e) Councillor Mulroney – Agenda Item No. 4 (School Admission Arrangements) – Non-pecuniary interest: Lives in North Street Junior School Catchment area;

(f) Councillor Salter – Agenda Item No. 3 (Mid and South Essex Sustainability and Transformation Partnership) – Non-pecuniary interest: Husband is a consultant at Southend Hospital, Daughter is a doctor at Broomfield Hospital and son in law is a GP in the Borough of Southend; and

(g) Councillor Salter – Agenda Item No. 4 (School Admission Arrangements) – Non-pecuniary interest: Lives in Chalkwell Hall School Catchment area.

662 Mid and South Essex Sustainability and Transformation Partnership

The Cabinet received a report of the Deputy Chief Executive (People) that provided an update on the formal consultation on the Mid and South Essex Sustainability and Transformation Partnership (STP). The consultation runs from 30th November 2017 – 9th March 2018.

Resolved:

1. That Option B as set out in section 4 of the submitted report be endorsed as the proposed response to the STP.
2. That the final response be determined by the Deputy Chief Executive (People), in consultation with the Executive Councillor for Health and Adult Social Care.
3. That the response be submitted during the first week of March 2018, prior to the 9th March consultation deadline.
4. That Southend Council reserve its right to withdraw support for the STP following the completion of the formal public consultation process.

Reason for Decision

To respond to the STP consultation.

Other Options

Cabinet could decide not to submit any comments on the proposals and the consultation document.

Note: That this is an Executive function.

Referred direct to People Scrutiny Committee

Executive Councillor: Salter

663 School Admission Arrangements

The Cabinet received a report of the Deputy Chief Executive (People) presenting an evaluation of the response to the Council's public consultation on Admission Arrangements for Community Schools for the academic year 2019/20.

The report also sought approval of the catchment areas within the Admission Arrangements for Community Schools for the academic year 2019/20; the oversubscription criteria (including explanatory notes) and the PAN (Published Admission Numbers) within the Admission Arrangements for Community Schools for the academic year 2019/20.

Resolved:

1. That no changes be made to the current 2018 catchment areas (with the exception of small changes to the catchment area of Fairways Primary School as set out in paragraphs 3.78-85 of the submitted report) and that the Council

determines (i.e. formally agrees) the Catchment Areas within the Admission Arrangements for Community Schools for the Academic Year 2019/20 as set out in Appendix 2 of the submitted report.

2. That changes be made to the oversubscription criteria (including explanatory notes) and PAN (Published Admission Numbers) as set out in paragraphs 3.86 to 3.94 of the submitted report and that the Council determines (i.e. formally agrees) these same matters within the Admission Arrangements for Community Schools for the Academic Year 2019/20 as set out in Appendix 2 of the submitted report.

3. That it be noted that the Determined Coordinated Admission Scheme for the academic year 2019/20 was published on 31st December 2017.

Reason for Decision

As set out in the submitted report.

Other Options

As set out in the submitted report.

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

664 0-5 Service - Contract Extension

The Leader of the Council agreed that this item be considered at this meeting as an urgent additional item of business to enable a decision on the extension of the contract to be determined at the earliest opportunity.

The Cabinet received a report of the Deputy Chief Executive (People) that provided an update on the commissioning of children's services for Southend Borough Council (SBC), including the value for money and outcomes delivered by the 0-5 Service. The report also sought approval of an exception to tender for the contract with Essex Partnership University NHS Foundation Trust (EPUT) for the provision of the 0-5 Service by a period of 12 months to 31 March 2019.

Resolved:

1. That the current commissioning arrangements for children's services for Southend, including the value for money and outcomes delivered by 0-5 Service be noted.

2. That the exception to tender for the 0-5s service which will facilitate the extension of the contract with EPUT for the 0-5 Service by a period of 12 months to 31 March 2019, be approved.

Reason for Decision

To extend the current contract.

Other Options

None

Note: This is an Executive function
Referred direct to People Scrutiny Committee
Executive Councillor Salter

665 Minutes of the meeting of the Grants Strategy Working Party held on Thursday 25th January 2018

The Leader of the Council agreed that this item be considered at this meeting as an urgent additional item of business to enable the community commission programme 2018 awards to be determined as part of the budget.

Resolved:

That the Minutes of the meeting of the Grants Strategy Working Party held on Thursday 25th January 2018 be received and the recommendations as set in the confidential sheet appended to the Minutes be approved.

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

666 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.

667 Confidential Appendix to the Minutes of the Grants Strategy Working Party held on Thursday 25th January 2018

Resolved:

That the confidential sheet be received and noted.

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

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Place Scrutiny Committee

Date: Monday, 29th January, 2018
Place: Committee Room 1 - Civic Suite

17

Present: Councillor K Robinson (Chair)
Councillors P Wexham (Vice-Chair), H Boyd, A Bright, D Burzotta, T Callaghan, N Folkard, J Garston, R Hadley*, D Jarvis, H McDonald, D McGlone, J Moyies, M Terry, J Ware-Lane and R Woodley*
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors J Lamb, A Holland, T Cox and M Flewitt (Executive Councillors)
Councillor B Ayling, L Davies and I Gilbert
A Lewis, J K Williams, C Robinson, E Cooney, S Dolling, P Geraghty, N Corrigan, I Ambrose, A Keating and T Row

Start/End Time: 6.30 p.m. - 9.50 p.m.

COUNCILLOR WEXHAM IN THE CHAIR

668 Apologies for Absence

Apologies for absence were received from Councillors Habermel (Substitute: Councillor Hadley), Kenyon (no substitute) and Ward (Substitute: Councillor Woodley).

669 Declarations of Interest

The following interests were declared at the meeting:

- (a) Councillors Cox, Flewitt, Holland and Lamb (Executive Councillors) – Disqualifying non-pecuniary 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;
- (b) Councillor Bright – Agenda Item No. 8 (Adoption of SCAAP) – Non-pecuniary interest: Lives in the area affected by the SCAAP;
- (c) Councillor Callaghan – Agenda Item No. 11 (Notice of Motion – UBER Licensing) – Non-pecuniary interest: Has been a Hackney Carriage driver;
- (d) Councillor Flewitt – Agenda Item No. 11 (Notice of Motion – UBER Licensing) – 11 (Notice of Motion – UBER Licensing) – Non-pecuniary interest: Ward resident case (withdrew);
- (e) Councillor J Garston – Agenda Item No. 8 (Adoption of SCAAP) – Non-pecuniary interest: Lives in the area affected by the SCAAP;

(f) Councillor Ware-Lane – Agenda Item No. 6 (Draft Fees & Charges 2018/19) – Non-pecuniary interest: Daughter is a Social Worker at Southend Borough Council;

(g) Councillor Woodley – Agenda Item No. 5 (Draft Capital Programme 2018/19 to 2021/22) – Non-pecuniary interest: Daughter is a pilot at Southend Airport which was mentioned in the debate in relation to the Parking Strategy.

670 Questions from Members of the Public

The Executive Councillor for Transport, Waste and Regulatory Services and the Executive Councillor for Culture, Tourism and the Economy responded to written questions from Mr David Webb.

Written responses to questions from Mr Phillip Miller, Mr Marc Miller, Mr Paul Thompson, Mr Steve Kearney, Mr Nayan Gandhi and Mr Alan Grubb were noted and will be sent to them as they were not present at the meeting.

671 Minutes of the Meeting held on Monday, 27th November, 2017

Resolved:-

That the Minutes of the Meeting held on Monday 27th November 2017 be received, confirmed as a correct record and signed.

672 Draft Capital Programme 2018/19 to 2021/22

The Committee considered Minute 647 of Cabinet held on 18th January 2018, 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 2018/19 to 2021/22.

In response to a question regarding scheme C19 – New Artist Studios, the Executive Councillor for Culture Tourism and the Economy undertook to circulate a full breakdown of the costs of the works.

In response to a question regarding scheme C22 - Improve Footway Condition around Highway Trees, the Executive Councillor for Transport, Waste and Regulatory Services undertook to investigate arrangements to deal with fruit drop from highway trees. The Executive Councillor also gave his assurance that any trees that required removal would be subject to the Council's policy regarding replacement trees. Additionally, any fruiting trees that required removal would be replaced by trees that were beneficial to the natural environment.

In response to a question regarding scheme C23 - Manor Road Cliff Stabilisation, the Executive Councillor for Transport, Waste and Regulatory Services undertook to provide the precise (GPS) location of the area to be stabilised.

Resolved:-

That the following decisions of Cabinet be noted:-

- “1. That the current approved Programme for 2018/19 to 2020/21 of £166.5m, 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 submitted report, be noted.
3. That the proposed new schemes and additions to the Capital Programme for the period 2018/19 to 2021/22 totalling £20.1m for the General Fund as set out in Appendices 6 and 7 to the submitted report, be endorsed.
4. That the proposed scheme subject to external funding approval for the period 2018/19 to 2021/22 totalling £19m as set out in Appendices 2 and 7 to the submitted 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 submitted 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 £184.9m for 2018/19 to 2021/22.
6. That it be noted that of the total programme of £184.9m for the period 2018/19 to 2021/22, the level of external funding supporting this programme is £71.7.2m as set out in paragraph 7.1 of the submitted report.
7. That it be noted that a final review is being undertaken on the 2017/18 projected outturn and that the results will be included in the report to Cabinet on 13th February 2018.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 13th February 2018 is a Council Function.
Executive Councillor:- Lamb

COUNCILLOR ROBINSON IN THE CHAIR

673 Fees & Charges 2018/19

The Committee considered Minute 648 of Cabinet held on 18th January 2018, 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 2018/19 included in the budget proposals for 2018/19.

In response to a question regarding the proposal to introduce pay and display parking charges in the section of Eastern Esplanade from number 65 Eastern Esplanade to Warwick Road, Southend, the Executive Councillor for Transport, Waste and Regulatory Services agreed to remove this proposal from the final budget proposals.

In response to questions regarding the proposed removal of the one hour tariff in some car parks, the Executive Councillor for Transport, Waste and Regulatory Services agreed to retain this tariff in the York Road, Tylers Avenue and Seaway Car Parks only.

In response to a question regarding the potential use of parking permits by the Samaritans in addition to the current use by registered carers, the Executive Councillor for Transport, Waste and Regulatory Services agreed to investigate the matter and provide a written response.

Resolved:-

That the following decisions of Cabinet be noted:-

“That, subject to the annual commuters car park charge (East Beach) being amended to £100, 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 13th February 2018 is a Council Function.

Executive Councillor:- Lamb

674 Draft General Fund Revenue Budget 2018/19

The Committee considered Minute 649 of Cabinet held on 18th January 2018, 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 2018/19.

In response to questions regarding the apparent increase in the 2017/18 Probable Outturn to 2018/19 Budget Income, as shown under “Other grants and reimbursements” and “Fees & Charges”, the Executive Councillor for Culture, Tourism and the Economy undertook to provide a written response which would be circulated to all Members of the Scrutiny Committee.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the 2018/19 draft revenue budget and any required commencement of consultation, statutory or otherwise, be approved.

2. That it be noted that the 2018/19 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.49%, being 2.99% for general use and 1.5% for Adult Social Care.

3. That it be noted that the 2018/19 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 2018/19 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 budget position and the recommendations to the Education Board on 16th January 2018, 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 2019/20 and beyond, as set out in section 15 of the submitted report, be endorsed.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 13th February 2018 is a Council Function.

Executive Councillor:- Lamb

675 Adoption of SCAAP

The Committee considered Minute 650 of Cabinet held on 18th January 2018, which had been referred direct by Cabinet to the Scrutiny Committee, together with the report of the Deputy Chief Executive (Place) which recommended that the Council adopts the Southend Central Area Action Plan (SCAAP). If adopted the SCAAP would form part of the Southend Development Plan, providing a set of up-to-date local planning policies for positively managing development and would be used to assess development proposals within the Southend Central Area, including the Town Centre and Central Seafront.

Resolved:-

That the following recommendations of Cabinet be noted:

“1. That all the recommendations within the Inspector’s Report, as set out in Appendix 1 to the submitted report, and the revised version of the SCCAP, as set out in Appendix 2 to the report be approved.

2. That Council adopts the SCAAP as set out in Appendix 2 to the submitted report, in accordance with Planning Regulations.

3. That it be noted that the SCAAP Proposed Submission version, approved by Council for publication and submission in September 2016, has been amended as per:

(a) the main modifications recommended by the Inspector in his report and agreed for consultation under delegated authority in July 2017 (attached at Appendix 1 to the submitted report);

(b) the minor modifications agreed for consultation under delegated authority in July 2017 (attached at Appendix 3 to the submitted report); and

(c) the further minor modifications as set out in Appendix 4 of the submitted report.”

Note: This is a Council function

Executive Councillor: Councillor Flewitt

676 Monthly Performance Report

The Committee considered Minute 615 of Cabinet held on 9th January 2018 together with the Monthly Performance Report (MPR) covering the period to end November 2017, which had been circulated recently.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

677 Notice of Motion - Caged Peafowl

The Committee considered Minute 610 of Cabinet held on 9th January 2018, which had been called in to Scrutiny. This concerned the Notice of Motion calling on the Council to move the caged peafowl in the Chalkwell menagerie to a more humane home. This had been proposed by Councillor Ware-Lane and seconded by Councillor Willis.

In response to a question about when an independent animal welfare charity would carry out an inspection, the Executive Councillor for Tourism, Culture and the Economy undertook to inform the Members of the Scrutiny Committee of the date(s) of the visit(s) from representatives as soon as it had been received.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That it be noted that the peafowl have been bred in captivity and are in space sufficient for them and are being cared for. They are regularly fed and watered, breeding and show no signs of distress and are in good health. The space that they occupy has been recently improved and the Council is considering further improvements to their surroundings.

2. That the Council continue to review the situation before coming to a decision about the future of the Peafowl and will take advice from independent animal welfare charities, i.e. RSPCA and RSPB.”

Note:- This is an Executive Function

Executive Councillor:- Holland.

678 Notice of Motion - UBER Licensing

The Committee considered Minute 611 of Cabinet held on 9th January 2018, which had been called in to Scrutiny. This concerned the Notice of Motion calling on the Council to support the Transport for London in not re-licensing UBER's private hire licence on public safety grounds and to urge Government to update legislation so driver standards are uniformed across the country. This had been proposed by Councillor Terry and seconded by Councillor Cox.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the Council supports Transport for London in not re-licensing UBER’s private hire licence on public safety grounds.

2. That the Council calls on the Government to update Taxi and Private Hire legislation so driver standards are uniformed across the country and Enforcement Officers are able to inspect all vehicles irrespective of what Borough they have been licensed in.

3. That the Council calls on the Government to introduce national databases so that Licensing Authorities can check if a driver or operator has ever been refused or had a licence revoked in another Borough for failing the ‘fit and proper’ test.

4. That it be noted that the Executive Member for Transport, Waste and Regulatory Services had recently met with the All Party Parliamentary Group to discuss the issues in relation to Taxi and Private Hire legislation.”

Note:- This is an Executive Function
Executive Councillor:- Cox

679 Notice of Motion - Traveller Community

The Committee considered Minute 612 of Cabinet held on 9th January 2018, which had been called in to Scrutiny. This concerned the Notice of Motion calling on the Council to support a number of courses of action in relation to the traveller community. This had been proposed by Councillor Ware-Lane and seconded by Councillor Borton.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That parts 1-4 of the motion be supported.

2. That in respect of part 5 of the motion it be noted that the most recent “Gypsy, Traveller and Travelling Showpeople Accommodation Assessment” found that there is no current or future need and therefore no action is required.”

Note:- This is an Executive Function
Executive Councillor:- Flewitt

680 In-depth Scrutiny Project - Maximising the Use of Technology

The Committee received an oral update on the progress that had been made in respect of the agreed in-depth Scrutiny study: Maximising the use of technology through the Smart Cities and Digital Futures agendas.

Resolved:-

That the update be noted.

Note:- This is a Scrutiny Function.

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of People Scrutiny Committee

Date: Tuesday, 30th January, 2018
Place: Committee Room 1 - Civic Suite

18

Present: Councillor C Nevin (Chair)
Councillors L Davies (Vice-Chair), B Arscott, M Borton, H Boyd, A Bright, S Buckley, A Chalk, C Endersby, N Folkard*, A Jones, D McGlone*, C Mulrone, G Phillips and M Stafford
*Substitute in accordance with Council Procedure Rule 31.
E Lusty, A Semmence and T Watts – co-opted members

In Attendance: Councillors J Lamb, J Courtenay and L Salter (Executive Councillors)
Councillor R Woodley
F Abbott, S Leftley, J Chesterton, A Atherton, M Smith, B Martin, S Houlden, J Lansley, D Keens, C Braun, N Faint, L Chidgey and J Astle
Y Bey – Deputy Youth Mayor - observer

Start/End Time: 6.30 - 10.10 pm

681 Apologies for Absence

Apologies for absence were received from Councillor D Garston (substitute Cllr D McGlone), Councillor S Habermel (substitute Cllr N Folkard), Councillor C Walker (no substitute), Councillor M Butler (no substitute), M Riley (Youth Mayor - observer) and J Symmonds (Healthwatch Southend).

The Chairman advised that since the last meeting Leanne Crabb, the Healthwatch Southend representative on the Scrutiny Committee had moved to a new role at Healthwatch England and a new replacement representative will be advised in due course.

682 Declarations of Interest

The following interests were declared at the meeting:-

- (a) Councillors Lamb, Salter and Courtenay (Executive Councillors) - interest in 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;
- (b) Councillor Salter – agenda items relating to Draft General Fund Revenue Budget; STP report – 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;
- (c) Councillor Nevin - agenda item relating to STP report - non-pecuniary – 2 children work at MEHT; step sister works at Basildon Hospital; previous association at Southend and MEHT Hospitals; NHS employee in Trust outside area;

- (d) Councillor Mulroney – agenda item relating to Draft General Fund Revenue Budget - non-pecuniary – member of Leigh Town Council;
- (e) Councillor Borton – agenda item relating to STP – non-pecuniary – daughter is nurse at Rochford Hospital;
- (f) Councillor Folkard - agenda item relating to STP – non-pecuniary – relation works at Broomfield Hospital; Ambassador for fund raising team at Southend Hospital;
- (g) Councillor Nevin – agenda item relating to School Admission Arrangements for Community Schools – disclosable pecuniary interest - withdrew from meeting during consideration of this item (Councillor Davies took Chair for this agenda item).
- (h) Councillor Phillips – agenda item relating to School Admission Arrangements for Community Schools – disclosable pecuniary interest – withdrew from meeting during consideration of this item;
- (i) Councillor Chalk – agenda item relating to School Admission Arrangements for Community Schools – non pecuniary – Governor at Bournes Green School;
- (j) Councillor Boyd – agenda item relating to School Admission Arrangements for Community Schools – non pecuniary – owns a property in Leigh-on-Sea;
- (k) Councillor Salter - agenda item relating to School Admission Arrangements for Community Schools – non pecuniary - Lives in Chalkwell Hall School Catchment area;
- (l) Councillor Lamb - agenda item relating to School Admission Arrangements for Community Schools – non pecuniary - Lives in West Leigh Catchment Area and Governor of West Leigh Junior School;
- (m) Councillor Mulroney - agenda item relating to School Admission Arrangements for Community Schools – non-pecuniary – lives in North Street Junior School catchment area;
- (n) Councillor Arscott - agenda item relating to School Admissions for Community Schools – non-pecuniary – lives within Darlington School catchment area;
- (o) Councillor Arscott - agenda item relating to Schools Progress report – non pecuniary – Governor at Our Lady of Lourdes Catholic Primary School;
- (p) 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;
- (q) Councillor Borton - agenda item relating to Schools Progress report – non-pecuniary – Governor at Milton Hall School;
- (r) Councillor Jones – agenda item relating to Schools Progress report – non-pecuniary – parent of child attending school and governor;
- (s) Councillor Chalk - agenda item relating to Schools Progress report – non-pecuniary – Governor at Bournes Green Infants School;
- (t) Councillor Jones - agenda item relating to Schools Progress report – non-pecuniary – known to Diocesan Education Director;
- (u) E Lusty – agenda item relating to STP – non-pecuniary – husband is consultant at Southend Hospital;
- (v) E Lusty – agenda item relating to School Admission Arrangements for Community Schools – non-pecuniary – lives in Chalkwell Hall Schools Catchment; children attend West Leigh Schools.

683 Questions from Members of the Public

Councillor Courtenay, the Executive Councillor for Children & Learning responded to 2 written questions from Mr Webb and Councillor Salter, the Executive Councillor for Health and Adult Social Care responded to 2 written questions from Mr Fieldhouse.

684 Minutes of the Meeting held on Tuesday, 28th November, 2017

Resolved:-

That the Minutes of the Meeting held on Tuesday, 28th November, 2017 be confirmed as a correct record and signed.

685 Draft Capital Programme 2018/19 to 2021/22

The Committee considered Minute 647 of Cabinet held on 18th January 2018, 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 2018/19 to 2021/22.

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the current approved Programme for 2018/19 to 2020/21 of £166.5m, 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 submitted report, be noted.

3. That the proposed new schemes and additions to the Capital Programme for the period 2018/19 to 2021/22 totalling £20.1m for the General Fund as set out in Appendices 6 and 7 to the submitted report, be endorsed.

4. That the proposed scheme subject to external funding approval for the period 2018/19 to 2021/22 totalling £19m as set out in Appendices 2 and 7 to the submitted 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 submitted 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 £184.9m for 2018/19 to 2021/22.

6. That it be noted that of the total programme of £184.9m for the period 2018/19 to 2021/22, the level of external funding supporting this programme is £71.7.2m as set out in paragraph 7.1 of the submitted report.

7. That it be noted that a final review is being undertaken on the 2017/18 projected outturn and that the results will be included in the report to Cabinet on 13th February 2018.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 13th February 2018 is a Council Function.

Executive Councillor:- Lamb

686 Fees & Charges 2018/19

The Committee considered Minute 648 of Cabinet held on 18th January 2018, 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 2018/19 included in the budget proposals for 2018/19.

Resolved:-

That the following decision of Cabinet be noted:-

“That, subject to the annual commuters car park charge (East Beach) being amended to £100, 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 13th February 2018 is a Council Function.

Executive Councillor:- Lamb

687 Draft General Fund Revenue Budget 2018/19

The Committee considered Minute 649 of Cabinet held on 18th January 2018, 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 2018/19.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the 2018/19 draft revenue budget and any required commencement of consultation, statutory or otherwise, be approved.

2. That it be noted that the 2018/19 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.49%, being 2.99% for general use and 1.5% for Adult Social Care.

3. That it be noted that the 2018/19 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 2018/19 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 budget position and the recommendations to the Education Board on 16th January 2018, 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 2019/20 and beyond, as set out in section 15 of the submitted report, be endorsed.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 13th February 2018 is a Council Function.

Executive Councillor:- Lamb

688 Monthly Performance Report

The Committee considered Minute 615 of Cabinet held on 9th January 2018 together with the Monthly Performance Report (MPR) covering the period to end November 2017, which had been circulated recently.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

689 Annual Report on Safeguarding Children and Adults 2016-17

The LSCB and SAB Independent Chair was in attendance for the item.

The Committee considered Minute 617 of Cabinet held on 9th January 2018, which had been called in to Scrutiny, together with a report of the Deputy Chief Executive (People) setting out the annual assurance assessment for the Chief Executive and elected Members in respect of their responsibilities for safeguarding children and adults in Southend. This contributed to the requirements of statutory guidance in Working Together to Safeguard Children 2015 and the Care Act 2014.

In response to a question from Councillor Jones about the future role of the Southend LSCB / SAB Scrutiny Panel, the Independent Chair confirmed that discussions were on going with regard to this matter.

Resolved:-

That the following decisions of Cabinet be noted:

“That the report be noted and the actions detailed in Section 6 of the Annual Safeguarding Reports set out in Appendices 1 and 3 to the submitted report, be approved.”

Note:- This is an Executive Function

Executive Councillors:- Courtenay and Salter

690 Passenger Transport - Policy Changes

The Committee considered Minute 619 of Cabinet held on 9th January 2018 which had been referred direct to Scrutiny by Cabinet and called in to Scrutiny, together with a revised report of the Deputy Chief Executive (People) setting out proposed changes to policies which were recommended as part of the transport review.

Resolved:-

That the following decisions of Cabinet be noted:

“That the following proposed policies, as per the approach identified in paragraph 3.1 of the submitted report, be adopted:

(a) Home to School Transport for Pre and Post-16 Students with Special Educational Needs and Disabilities (SEND) (effective from 1st September 2018) as follows:

- The Special Educational Needs Travel Assistance Policy (Appendix A) to be implemented as set out in paragraphs 3.1.2 (a) and 3.1.2 (b) of the report. The provision of ‘travel assistance’ is to be focussed on the promotion of independence and personalisation. As pupils adopt more independent alternative modes of transport then routes will be optimised.

(b) Adults with Learning Disabilities and Older Adults attending Day Centres and Activities (effective from 1st April 2018) as follows:

- The Adult Social Care travel assistance policy (Appendix B) to be implemented as proposed in paragraph 3.1.2 (c) of the report. The focus on maximising independence will mean that travel assistance will only be provided by the Council once all alternative transport options have been considered.

- Where transport is provided by the Council, the contribution from the user is increased to the new charge of £4 per day for a return trip and £5 per day where multiple trips are applicable.

(c) Looked After Children (effective from 1st April 2018) as follows:

- The looked after children and young people travel assistance policy (Appendix C) to be implemented as proposed in paragraph 3.1.2 (d) of the report.

(d) Dial-a-Ride (effective from 1st April 2018) as follows:

- The Dial-a-Ride policy (Appendix D) to be implemented as proposed in 3.1.2 e) of the report.”

Note: This is an Executive Function

Executive Councillors: Courtenay, Moring and Salter.

691 Mid and South Essex Sustainability and Transformation Partnership

The Committee considered Minute 662 of the special Cabinet held on 29th January 2018 which had been referred direct to Scrutiny by Cabinet, together with a report of the Deputy Chief Executive (People). This updated Cabinet about the formal consultation on the Mid and South Essex Sustainability and Transformation Partnership (STP). This consultation runs from 20th November 2017 – 9th March 2018.

In response to questions, the Executive Councillor confirmed that the following additional comment would be included in the suggested response set out in Option B – “recognise the challenge for workforce in recruitment, retention and long-term sustainability of the health and social care workforce”.

Resolved:-

1. That the following decisions of Cabinet be noted:

“1. That Option B as set out in section 4 of the submitted report be endorsed as the proposed response to the STP.

2. That the final response be determined by the Deputy Chief Executive (People), in consultation with the Executive Councillor for Health and Adult Social Care.

3. That the response be submitted during the first week of March 2018, prior to the 9th March consultation deadline.

4. That Southend Council reserve its right to withdraw support for the STP following the completion of the formal public consultation process.”

2. That in accordance with Council Procedure Rule 39, the matter be referred to Council for consideration.

Note: That this is an Executive Function.

Executive Councillor: Salter

COUNCILLOR DAVIES IN THE CHAIR

692 School Admission Arrangements

The Committee considered Minute 663 of the special Cabinet held on 29th January 2018 which had been referred direct to Scrutiny by Cabinet, together with a report of the Deputy Chief Executive (People). This presented an evaluation of the response to the Council’s public consultation on Admission Arrangements for Community Schools for the academic year 2019/20.

The report also sought approval of the catchment areas within the Admission Arrangements for Community Schools for the academic year 2019/20; the oversubscription criteria (including explanatory notes) and the PAN (Published Admission Numbers) within the Admission Arrangements for Community Schools for the academic year 2019/20.

The Committee thanked officers for their sterling work in this area.

The Director for Learning advised that some minor changes needed to be made to the report at Appendix 2 (Admission Arrangements for Community Schools September 2019 round of admissions), as follows:-

Oversubscription criteria for community schools

Chalkwell Hall Infant School (page 4)- reword point 5 as:-

5. Pupils who live outside the catchment area who have a sibling attending the school or Chalkwell Hall Junior School

Chalkwell Hall Junior School (page 4) – reword point 6 as:-

6. Pupils who live outside the catchment area who have a sibling attending the school or Chalkwell Hall Infant School

Heycroft Primary School (page 5) reword point 2 as:-

2. Pupils who live in the catchment area ~~and~~ who have a sibling attending the school

Resolved:-

1. That the following decisions of Cabinet be noted:

“1. That no changes be made to the current 2018 catchment areas (with the exception of small changes to the catchment area of Fairways Primary School as set out in paragraphs 3.78-85 of the submitted report) and that the Council determines (i.e. formally agrees) the Catchment Areas within the Admission Arrangements for Community Schools for the Academic Year 2019/20 as set out in Appendix 2 of the submitted report.

2. That changes be made to the oversubscription criteria (including explanatory notes) and PAN (Published Admission Numbers) as set out in paragraphs 3.86 to 3.94 of the submitted report and that the Council determines (i.e. formally agrees) these same matters within the Admission Arrangements for Community Schools for the Academic Year 2019/20 as set out in Appendix 2 of the submitted report.

3. That it be noted that the Determined Coordinated Admission Scheme for the academic year 2019/20 was published on 31st December 2017.”

2. To note the minor changes to Appendix 2 to the report (Admission Arrangements for Community Schools September 2019 round of admissions), as set out in the preamble above.

Note: This is an Executive Function
Executive Councillor: Courtenay

COUNCILLOR NEVIN IN THE CHAIR

693 0 - 5 Service - Contract Extension

The Chairman agreed to the addition of this tem to the agenda. The item had been referred direct to Scrutiny by Cabinet at the special meeting on 29th

January 2018 to enable a decision on the extension of the contract to be determined at the earliest opportunity (Minute 664 refers).

The Committee considered a report of the Deputy Chief Executive (People) that provided an update on the commissioning of children's services for Southend Borough Council (SBC), including the value for money and outcomes delivered by the 0-5 Service. The report also sought approval of an exception to tender for the contract with Essex Partnership University NHS Foundation Trust (EPUT) for the provision of the 0-5 Service by a period of 12 months to 31 March 2019.

Resolved:-

That the following decisions of Cabinet be noted:-

"1. That the current commissioning arrangements for children's services for Southend, including the value for money and outcomes delivered by 0-5 Service be noted.

2. That the exception to tender for the 0-5s service which will facilitate the extension of the contract with EPUT for the 0-5 Service by a period of 12 months to 31 March 2019, be approved."

Note: This is an Executive Function
Executive Councillor Salter

694 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 the performance of all schools, including those schools causing concern and updated on known Academy developments. The Director of Learning also provided a verbal update on recent Ofsted Inspections.

Resolved:-

1. That the report be noted.

2. That congratulations be forwarded to Shoeburyness High School and also to Our Lady of Lourdes on the outcomes of their recent Ofsted Inspections.

Note:- This is an Executive Function.
Executive Councillor:- Courtenay

695 Standing Order 44.2

During consideration of the Schools Progress Report (Minute 694) the hour of 10 pm was reached and the Committee agreed to continue with the remaining items of business on the agenda.

696 Connecting communities to avoid isolation - update

The Committee received and considered a report of the Chief Executive which updated the Committee on the in depth Scrutiny project – ‘Connecting communities to avoid isolation’.

Resolved:-

That the report be noted.

Note:- This is a Scrutiny Function

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Policy and Resources Scrutiny Committee

Date: Wednesday, 31st January, 2018

Place: Committee Room 1 - Civic Suite

19

Present: Councillor B Ayling (Chair)
Councillors D Kenyon (Vice-Chair), B Arscott, S Buckley*,
D Burzotta, M Davidson, N Folkard, J Garston*, I Gilbert, R Hadley,
D McGlone, J McMahon, D Norman MBE, F Waterworth*,
P Wexham, C Willis and R Woodley*
*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors M Flewitt, J Lamb, A Holland and A Moring (Executive Councillors)
Councillors L Davies and M Terry
J K Williams, F Abbott, J Chesterton, J Ruffle, S Houlden, T Edwards, M Gatrell and I Ambrose

Start/End Time: 6.30 - 8.40 pm

697 Apologies for Absence

Apologies for absence were received from Councillor D Garston (substitute Cllr F Waterworth), Councillor C Walker (substitute Cllr J Garston), Councillor M Stafford (substitute Cllr R Woodley) and Councillor G Phillips (substitute Cllr S Buckley).

698 Declarations of Interest

The following interests were declared at the meeting:-

- (a) Councillors Lamb, Holland, Moring, Flewitt (Executive Councillors) - interest in 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;
- (b) Councillor Flewitt – agenda items relating to - Council Tax Base and National Non Domestic Rating Base 2018/19; Draft Housing Revenue Account Budget 2018/19 and Rent Setting; Draft Capital Programme 2018/19 to 2021/22); Draft Fees and Charges 2018/19; Draft General Fund Revenue Budget 2018/19 – Non-pecuniary interest: Friends and family are tenants of South Essex Homes;
- (c) Councillor Holland – agenda items relating to - Draft Housing Revenue Account Budget 2018/19 and Rent Setting; Draft Capital Programme 2018/19 to 2021/22 – Non-pecuniary interest: Son might be involved with housing projects;
- (d) Councillor Flewitt – agenda item relating to Housing Strategy – Non-pecuniary interest: Friends and family are tenants of South Essex Homes;
- (e) Councillor Holland – agenda item relating to Passenger Transport Operating Model and procurement Process - Non-pecuniary interest: President of Southend Stroke Club which uses the Council's Passenger Transport Service;

- (f) Councillor Davidson – agenda item relating to Draft Housing Revenue Account Budget 2018/19 and Rent Setting – non-pecuniary – non-Executive Director South Essex Homes;
- (g) Councillor McGlone - Draft Housing Revenue Account Budget 2018/19 and Rent Setting – non-pecuniary - non-Executive Director South Essex Homes;
- (h) Councillor D Norman MBE - Draft Housing Revenue Account Budget 2018/19 and Rent Setting – non-pecuniary – Council elected Representative on South Essex Homes;
- (i) Councillor McMahan – agenda items relating to - Draft Housing Revenue Account Budget 2018/19 and Rent Setting; Draft General Fund Revenue Budget; MPR; Housing Strategy – non-pecuniary – co-founder of homeless provisions in Southend;
- (j) Councillor J Garston – agenda items relating to - MPR; Housing Strategy – HARP mentioned during discussions - Council appointed representative to the Board of HARP and member of Rotary Club which raises funds for the Charity;
- (k) Councillor D Norman MBE – agenda item relating to Standing Order 46 (item 2.1) – non-pecuniary – sat on Licensing Committee hearing in relation to La petite Petanque at Alexandra Bowling Green Café, SS1 2EY;
- (l) Councillor McGlone – agenda item relating to Standing Order 46 (item 2.1) – non-pecuniary – sat on Licensing Committee hearing in relation to La petite Petanque at Alexandra Bowling Green Café, SS1 2EY;
- (m) Councillor Buckley - agenda item relating to Standing Order 46 (item 2.1) – non-pecuniary – sat on Licensing Committee hearing in relation to La petite Petanque at Alexandra Bowling Green Café, SS1 2EY;
- (n) Councillor J Garston – agenda item relating to Grants Strategy Working Party Minutes – disqualifying non-pecuniary - Council appointed representative to the Board of HARP and member of Rotary Club which raises funds for the Charity (withdrew).

699 Questions from Members of the Public

Councillor Holland, the Executive Councillor for Culture, Tourism & the Economy responded to a written question from Mr Webb. Councillor Moring, the Executive Councillor for Corporate & Community Support Services, responded to a written question from Mr Webb, 2 written questions from Mr Thompson and a written question from Mr Thwaites. The Executive Councillor read out an additional paragraph to his answer to Mr Thwaites.

The responses to the questions received from Mr Miller, Mr Lovett and Ms Dulieu will be forwarded to them as they were not present at the meeting.

700 Minutes of the Meeting held on Thursday, 30th November 2017

Resolved:-

That the Minutes of the meeting held on Thursday, 30th November 2017 be confirmed and signed as a correct record.

701 Council Tax Base and Non Domestic Rating Base 2018/19

The Committee considered Minute 645 of Cabinet held on 18th January 2018, which had been referred direct to the Scrutiny Committee 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 31st January 2018.

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 2018/19 approved by Council on 14 December 2017, 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 1st April 2018 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%; and

- 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.

(iii) That it be noted that the further discounts and exemptions that were approved by Council on 13 December 2012 will remain unchanged from 1st April 2018 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; and

- 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 2018/19 shall be 57,611.55.

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 2018/19 shall be 8,779.95.

4. That the NNDR1 form attached at Appendix C to the submitted report be approved for submission to DCLG.”

Note:- This is an Executive Function.
Executive Councillor:- Lamb

702 Housing Revenue Account Budget 2018/19 and Rent Setting

The Committee considered Minute 646 of Cabinet held on 18th January 2018, which had been referred direct to the Scrutiny Committee together with 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 2018/19 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 6.04% on shared ownership properties, be endorsed.

3. That the proposed rent changes in 1 and 2 above to be effective from 2 April 2018, 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 submitted report, be endorsed.

8. That the value of the Council’s capital allowance for 2018/19 be declared as £23.197M, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 13th February 2018 is a Council Function.
Executive Councillor:- Flewitt

703 Draft Capital Programme 2018/19 to 2021/22

The Committee considered Minute 647 of Cabinet held on 18th January 2018, 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 2018/19 to 2021/22.

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the current approved Programme for 2018/19 to 2020/21 of £166.5m, 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 submitted report, be noted.

3. That the proposed new schemes and additions to the Capital Programme for the period 2018/19 to 2021/22 totalling £20.1m for the General Fund as set out in Appendices 6 and 7 to the submitted report, be endorsed.

4. That the proposed scheme subject to external funding approval for the period 2018/19 to 2021/22 totalling £19m as set out in Appendices 2 and 7 to the submitted 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 submitted 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 £184.9m for 2018/19 to 2021/22.

6. That it be noted that of the total programme of £184.9m for the period 2018/19 to 2021/22, the level of external funding supporting this programme is £71.7.2m as set out in paragraph 7.1 of the submitted report.

7. That it be noted that a final review is being undertaken on the 2017/18 projected outturn and that the results will be included in the report to Cabinet on 13th February 2018.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 13th February 2018 is a Council Function.

Executive Councillor:- Lamb

704 Fees & Charges 2018/19

The Committee considered Minute 648 of Cabinet held on 18th January 2018, 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 2018/19 included in the budget proposals for 2018/19.

Resolved:-

That the following decisions of Cabinet be noted:-

“That, subject to the annual commuters car park charge (East Beach) being amended to £100, 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 13th February 2018 is a Council Function.

Executive Councillor:- Lamb

705 Draft General Fund Revenue Budget 2018/19

The Committee considered Minute 649 of Cabinet held on 18th January 2018, 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 2018/19.

In response to a question from Councillor Gilbert regarding the various investments in homelessness funding, the Executive Councillor for Housing, Planning & Sustainability said that he would provide a written response which would be circulated to all Members of the Scrutiny Committee.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the 2018/19 draft revenue budget and any required commencement of consultation, statutory or otherwise, be approved.

2. That it be noted that the 2018/19 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.49%, being 2.99% for general use and 1.5% for Adult Social Care.

3. That it be noted that the 2018/19 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 2018/19 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 budget position and the recommendations to the Education Board on 16th January 2018, 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 2019/20 and beyond, as set out in section 15 of the submitted report, be endorsed.”

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 13th February 2018 is a Council Function.

Executive Councillor:- Lamb

706 Monthly Performance Report

The Committee considered Minute 615 of Cabinet held on 9th January 2018 together with the Monthly Performance Report (MPR) covering the period to end November 2017, which had been circulated recently.

In response to questions about including information on convictions for drug offences in the MPR, the Executive Councillor for Corporate & Community Support Services said that he would raise the matter with the relevant Executive Councillor.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

707 Housing Strategy

The Committee considered Minute 616 of Cabinet held on 9th January 2018, which had been called in to Scrutiny, together with a report of the Deputy Chief Executive (People). This set out the work underway to develop a 'vision for housing in Southend', incorporating the preparation of a progressive Housing Strategy and clear work plans and strategies relating to the key areas of homelessness prevention, rough sleeping, South Essex Homes, sheltered housing, allocations, and work with the private rented sector.

During consideration of this item, the Executive Councillor for Housing, Planning & Sustainability advised that a petition had been presented to him regarding use of vacant retail spaces for the homeless and the next report to Cabinet will consider the petition. He also stated that he was minded to take steps to change the name of the Housing Working Party to include 'homelessness' in its title.

In response to a question from Councillor Wexham regarding the redevelopment of Seaway car park and residential development on this site, the Executive Councillor for Housing, Planning & Sustainability said that he would provide a written response which would be circulated to all Members of the Scrutiny Committee.

Resolved:-

That the following decisions of Cabinet be noted:

"1. That the proposed approach and timescales for the development of the Housing Vision and the Housing Strategy and the approaches and timescales for the development and delivery of other workstreams be endorsed.

2. That the Director of Adult Services and Housing and the Director for Planning and Transport, in consultation with the relevant Executive Councillors and Council staff as appropriate, prepare the draft vision and strategy documents to be submitted to a future meeting of the Cabinet for approval.”

Note: This is an Executive Function
Executive Councillors: Flewitt

708 Passenger Transport - Operating Model and Procurement Process

The Committee considered Minute 620 of Cabinet held on 9th January 2018, which had been called in to Scrutiny, together with a report of the Deputy Chief Executive (People) setting out the series of processes that need to be undertaken in order to meet the proposed procurement timetable.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the key elements (set out in Appendices A and C to the submitted report) be approved for inclusion in the procurement documentation to set out the Council’s ambitions, parameters and expectations for its Passenger Transport Service and to enable the procurement process.

2. That Competitive Dialogue be approved as the procurement approach to securing a preferred partner.

3. That commencement of the competitive dialogue process, based on the timetable set out in paragraph 4.4 of the report, be approved.

4. That the term “Partnership Approach” via a Corporate Structure be used in defining the approach to be developed by tenderers in response to the Council’s objectives and that this be used throughout the procurement documentation.

5. That the proposed Passenger Transport objectives/requirements be approved as an appropriate and comprehensive set of underpinning statements to be included in procurement documentation and to form the basis for evaluation questions.

6. That the Director of Strategy Commissioning and Procurement (in consultation with the Directors of Transformation, Learning, Adults Services, Finance and Resources) be authorised to take decisions during the procurement process, to ensure agile and timely decision making, keeping the procurement to timetable and protecting the Council’s position.”

Note: This is an Executive Function.
Executive Councillor: Moring

709 Council Procedure Rule 46

The Committee considered Minuet 622 of Cabinet held 9th January 2018 which had been called in the scrutiny, relating to item 2.1 (Request for Landlord’s

Consent and Variation of Existing Lease to Enable Sale and Consumption of Alcohol and Amended Opening Hours) and item 2.2 (Disposal of 7a Ceylon Road, Westcliff-on-Sea).

Resolved:-

That the submitted report be noted.

Note: This is an Executive Function
Executive Councillor: as appropriate for the item.

710 Minutes of the Grants Strategy Working Party held on 25th January 2018

The Committee considered Minute 665 of the special Cabinet held on 29th January 2018, which had been referred direct by Cabinet, regarding the recommendations of the Grants Strategy Working Party held on 25th January 2018.

Resolved:-

That the following decision of Cabinet be noted:

“That the Minutes of the meeting of the Grants Strategy Working Party held on Thursday 25th January 2018 be received and the recommendations as set in the confidential sheet appended to the Minutes be approved.”

Note: This is an Executive Function
Executive Councillor: Moring

711 Compulsory Licensing Scheme

Deferred to next meeting.

712 Summary Reports to Scrutiny Committee

Further to Minute 383 of the meeting held on 12th October 2017, the Committee considered the following reports:-

- (i) Southend University Hospital
- (ii) Essex Police, Fire & Crime Panel
- (iii) Kent & Essex Inshore Fisheries & Conservation Authority

Resolved:-

That the Summary Reports be noted

713 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 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.

714 Confidential Appendix to the Minutes of the Grants Strategy Working Party held 25th January, 2018

Resolved:-

That the confidential sheet be received and noted.

Note: This is an Executive Function
Executive Councillor: Moring

Chairman: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Development Control Committee

Date: Wednesday, 7th February, 2018

Place: Committee Room 1 - Civic Suite

20

Present: Councillor F Waterworth (Chair)
Councillors D Garston (Vice-Chair), B Ayling, M Borton, H Boyd,
S Buckley, M Butler*, T Callaghan, N Folkard, J Garston, R Hadley,
A Jones*, C Mulrone, D Norman MBE, P Van Looy, C Walker and
N Ward

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors A Chalk, S Habermel and P Wexham
P Geraghty, M Smith, K Waters, P Keyes, C Galforg, J Rowley, C
White, M Warren and T Row

Start/End Time: 2.00 p.m. - 4.35 p.m.

715 Apologies for Absence

Apologies for absence were received from Councillors Arscott (Substitute: Councillor Butler) and McDonald (Substitute: Councillor Jones).

716 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Ayling – Agenda Item No. 10 (17/01495/FULM - Rear of 1 Shoebury Avenue, Shoeburyness, Southend-on-Sea, Essex) – Disqualifying non-pecuniary interest: Knows the site owner and purchases coal from the yard (withdrew);

(b) Councillor Butler – Agenda Item No. 5 (17/01489/FUL - Highlands Surgery, 1643-1645 London Road, Leigh on Sea, Essex, SS9 2SQ) – Non-pecuniary interest: Patient at the surgery;

(c) Councillor Chalk – Agenda Item No. 6 (17/01973/AMDT - Former East Beach Café, Rampart Terrace, Shoeburyness) – Non-pecuniary interest: Lives in the vicinity and knows residents affected by the proposals;

(d) Councillor Chalk – Agenda Item No. 10 (17/01495/FULM - Rear of 1 Shoebury Avenue, Shoeburyness, Southend-on-Sea, Essex) – Non-pecuniary interest: Lives in the vicinity and knows residents affected by the proposals;

(e) Councillor D Garston – Agenda Item No. 5 (17/01489/FUL - Highlands Surgery, 1643-1645 London Road, Leigh on Sea, Essex, SS9 2SQ) – Non-pecuniary interest: Patient at the surgery;

(f) Councillor J Garston – Agenda Item No. 5 (17/01489/FUL - Highlands Surgery, 1643-1645 London Road, Leigh on Sea, Essex, SS9 2SQ) – Non-pecuniary interest: Family member is a patient at the surgery;

(g) Councillor Hadley – Agenda Item No. 10 (17/01495/FULM - Rear of 1 Shoebury Avenue, Shoeburyness, Southend-on-Sea, Essex) – Disclosable pecuniary interest: Owns property backing on to the development (withdrew);

(h) Councillor Mulroney – Agenda Item Nos. 7 (16/00231/UNAU_B - 3 New Road, Leigh on Sea, Essex. SS9 2EA) and 8 (17/00063/UNAU_B - 7 Canvey Road, Leigh on Sea, Essex. SS9 2NN) – Non-pecuniary interest: Member of Leigh Society;

(i) Councillor Mulroney – Agenda Item Nos. 11 (17/00860/FUL, 17/00861/LBC, 17/00862/FUL, 17/00863/LBC & 17/00864/FUL – Herschell House, 87 Leigh Hill, Leigh-on-Sea, Essex), 13 (17/01648/FUL - Billet Wharf, High Street, Leigh-on-Sea) and 17 (17/02092/FULH - 36 Leigh Hill, Leigh-on-Sea, Essex, SS9 2DN) – Non-pecuniary interest: Member of Leigh Society and Leigh Town Council (non-participant in planning);

(j) Councillor Mulroney – Agenda Item Nos. 14 (17/01946/FUL - 1053 London Road, Leigh-on-Sea) and 18 (17/02115/FULH - 34 Percy Road, Leigh-on-Sea, Essex, SS9 2LA) – Non-pecuniary interest: Member of Leigh Town Council (non-participant in planning);

(k) Councillor Van Looy – Agenda Item No. 10 (17/01495/FULM - Rear of 1 Shoebury Avenue, Shoeburyness, Southend-on-Sea, Essex) – Non-pecuniary interest: People near to the site are known to him (withdrew);

(l) Councillor Van Looy – Agenda Item Nos. 5 (17/01489/FUL - Highlands Surgery, 1643-1645 London Road, Leigh on Sea, Essex, SS9 2SQ) and 6 (17/01973/AMDT - Former East Beach Café, Rampart Terrace, Shoeburyness) – Non-pecuniary interest: People near to application site are known to him;

(m) Councillor Ward – Agenda item No. 11 (17/00860/FUL, 17/00861/LBC, 17/00862/FUL, 17/00863/LBC & 17/00864/FUL - Herschell House, 87 Leigh Hill, Leigh-on-Sea, Essex) – Disqualifying non-pecuniary interest: Knows the person through work (withdrew);

(n) Councillor Ward – Agenda Item No. 13 (17/01648/FUL - Billet Wharf, High Street, Leigh-on-Sea) – Non-pecuniary interest: Applicant is known to him;

(o) Councillor Wexham – Agenda Item No. 17 (17/02092/FULH - 36 Leigh Hill, Leigh-on-Sea, Essex, SS9 2DN) – Non-pecuniary interest: Owner of the property is known to him in the fishing industry.

Note: All Councillors present declared a non-pecuniary interest in Agenda Item No. 4 (17/01738/FULM - 193 Thorpe Hall Avenue, Thorpe Bay, Essex, SS1 3AP) on the grounds that a fellow Councillor lived in close proximity to the application site.

717 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.

718 17/01738/FULM - 193 Thorpe Hall Avenue, Thorpe Bay, Essex, SS1 3AP (Thorpe Ward)

Proposal: Demolish existing dwellinghouses at 193 and 195 Thorpe Hall Avenue and erect a three storey building comprising of 33No. retirement apartments, install vehicular access onto Woodgrange Drive, layout car parking at rear and landscaping.

Applicant: Churchill Retirement Living

Agent: Planning Issues Ltd.

Resolved:-

That planning permission be REFUSED for the following reasons:

01 The proposed development is located within a high flood risk zone (flood zone 3a), and insufficient information has been submitted to demonstrate that the development will be safe for future occupiers over its lifetime. The development is therefore considered to fail the exceptions test and would be unacceptable and contrary to the National Planning Policy Framework, and Policies KP1 and KP2 of the Core Strategy (2007).

02 The proposed development by reason of its height and excessive bulk coupled with its insufficient degree of set back from the site frontages and its bland, overly functional design and appearance including poor articulation and architectural quality, would appear as an overly dominant, obtrusive and incongruous development that is out of keeping with and detrimental to the prevailing character and appearance of the streetscene and the surrounding area. This is unacceptable and contrary to the National Planning Policy Framework, Core Strategy (2007) Policies KP2 and CP4, Policies DM1 and DM3 of the Development Management Document (2015) and advice contained within the Design and Townscape Guide (2009).

03 The proposed development by reason of insufficient provision of on-site parking would cause additional on street parking in the surrounding area to the detriment of highway safety and the operation of the local highway network. This is unacceptable and contrary to guidance contained within the National Planning Policy Framework (Section 4), Development Management Document (2015) Policy DM15, Core Strategy (2007) Policy CP3 and advice contained within the Design and Townscape Guide (2009).

04 The proposal, by reason of the limited useable amenity space provided for future occupants would result in a poor living environment for future occupiers of the proposed development. This is unacceptable and contrary to the National Planning Policy Framework (2012), Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1 and DM8 of the Development Management Document (2015) and National Technical Housing Standards DCLG 2015.

05 The application does not include a formal undertaking to secure a contribution to affordable housing provision to meet the demand for such housing in the area despite it having been found financially viable for the development proposed to make such a contribution. The application is therefore unacceptable and contrary to Core Strategy policies CP8 and KP3 and Policy DM7 of the Development Management Document 2015.

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

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.

- 719 17/01489/FUL - Highlands Surgery, 1643-1645 London Road, Leigh on Sea, Essex, SS9 2SQ (West Leigh Ward)**
Proposal: Erect first floor extension to north elevation and layout parking
Applicant: Doctor Houston, Doctor Husslebee and Partners
Agent: APS Design Associates Limited

Resolved:-

That planning permission be 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 plan: 01 Revision D; 03 Revision 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 before the extension hereby approved is occupied or brought into

use. 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 (2012), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1 and DM3 and advice contained within the Design and Townscape Guide.

04 Prior to their occupation the first floor extension hereby approved the windows to the east, west and north elevation shall 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 and unopenable, except for any top hung light which shall be a minimum of 1.7 metres above internal floor level and shall be retained as such in perpetuity thereafter. 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.

Reason: To avoid overlooking and the resultant loss of privacy of the adjoining residential properties, in accordance with the National Planning Policy Framework, Core Strategy 2007 Policies KP2 and CP4, and Development Management Document 2015 Policy DM1 and advice contained within the Design and Townscape Guide.

05 Prior to first use of the development hereby approved a Travel Plan which seeks to encourage travel to the site by more sustainable modes of transport shall be submitted to and agreed in writing by the local planning authority. The Travel Plan shall be implemented in full accordance with the approved details from the first occupation of the development. Before the end of the first and third years operation of the development hereby approved, 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 thereafter be updated to address the problems identified and be immediately 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 Core Strategy (2007) Policies KP2, CP3 and CP4, Policy DM15 of Development Management Document (2015), and the Design and Townscape Guide (2009).

06 The doctor's surgery shall not be open for use outside the hours of 08:15 hours to 18:30 hours Monday to Friday and 09:00 hours to 12:00 hours on Saturdays and shall not be open for use on Sundays or Bank Holidays.

Reason: To protect the residential amenity of surrounding occupiers and to protect the character the area in accordance with the National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

07 The flat roof area of the existing ground floor rear projection shall not be used as a balcony, roof garden or similar amenity area or for any other purpose without the receipt of express planning permission in writing from the local

planning authority. The roof can however be used solely for the purposes of maintenance or to provide for escape in an emergency.

Reason: To protect the residential amenity of surrounding occupiers and to protect the character the area in accordance with the National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

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.

02 In relation to condition 5 the details of a travel plan shall include:

1. General provisions- A Travel Plan is a long-term management strategy for the Site that seeks to deliver sustainable transport objectives through action and is articulated in a document that is regularly reviewed.

2. The Travel Plan will set the general objective to:

- a) reduce journeys to the site by single occupancy car and all car traffic;
- b) not adversely affect parking in the local area; and
- c) encourage travel by more sustainable modes of transport.

The Travel Plan must be consistent with the objectives of the National Planning Policy Framework, the Local Transport Plan and Development Plan Policies (departures from this will generally be unacceptable); clearly set out the benefits of a Travel Plan including carbon reduction and the health benefits from more active travel; and demonstrate how the travel needs for all users of the new development will be met.

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.

720 17/01973/AMDT - Former East Beach Café, Rampart Terrace, Shoeburyness (Shoeburyness Ward)
Proposal: Application to vary conditions 8 (Hours of Opening), condition 9 (Parking), Condition 10 (Gates) (Minor Material Amendment) of planning permission 11/00785/BC4 dated 20.07.2011
Applicant: Mr Levy
Agent: SK Architects Ltd

Resolved:-

That planning permission be GRANTED subject to the following conditions:

01 The development hereby permitted shall be carried out in accordance with the following approved plans: 406-01-17 P01 Existing and Site Location Plan; P02 Revision C Proposed Plans, Elevations and Section and 09-04-09-01.

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

02 Use of the external finishes shall be carried out in accordance with drawing number 09-04-09-06 of application 14/01028/AD dated 18.07.2014, before the building is brought into use.

Reason: To safeguard character and appearance of surrounding area in accordance with Policies DM1 and DM3 of the Development Management Document (2015) and Policies KP2 and CP4 of the Core Strategy (2007).

03 The details of renewable energy contained within the Energy Strategy dated 18.07.2014 carried out by pemxq are agreed in accordance with application 14/01028/AD and shall be implemented prior to the occupation of the development hereby approved in accordance with that consent. This provision of renewable energy 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 (2007), Policy DM2 of the Development Management Document (2015).

04 No part of the building shall be occupied until space has been laid out within the site in accordance with the approved drawing 406-01-17 P01 for three cars to be parked. The aforementioned parking spaces shall be retained in perpetuity thereafter for patrons and staff of the premises.

Reason: To ensure that adequate car parking is provided and retained to serve the development in accordance with Policy DM15 of the Council's Development Management Document (2015) and CP3 of the Core Strategy (2007).

05 No part of the building shall be occupied until space and facilities have been laid out on the site, in accordance with details to have been previously submitted and approved in writing by the Local Planning Authority, for no less than 15 bicycles to be parked.

Reason: To ensure that adequate bicycle parking is provided and retained to serve the development in accordance with Policy DM15 of the Council's Development Management Document (2015) and CP3 of the Core Strategy (2007).

06 The living accommodation shown on plan 406-01-17 P01 Rev C and 09-04-09-01 shall be for the exclusive use of persons employed at the café/restaurant hereby approved and shall remain ancillary to the A3 use of the site. It shall at no time be occupied as a separate residential unit.

Reason: To define the scope of this permission, in accordance with Policies CP7 and CP4 of the Core Strategy (2007), Policies DM1 and DM3 of the Development Management Document (2015).

07 The premises shall not be open for customers outside the hours of 07:00 to 23:00 on a Sunday, Monday, Tuesday and Wednesday. The premises shall not be open for customers outside the hours of 07:00 to 00:30 the following day on a Thursday, Friday and Saturday. Notwithstanding the limits imposed by this condition, on New Years Eve the premises shall not be open for customers outside the hours of 07:00 to 01:00 the following day.

Reason: To protect residential amenity and general environmental quality in accordance with the National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy, Policies DM1 and DM3 of the Development Management Document (2015) and advice contained within the Design and Townscape Guide (2009).

08 The area of the East Beach Car Park identified on plan number 09-04-09-01 (received 26/6/2011) and plan number 406-01-17-P01 shall be available for use at all times while the café/restaurant hereby approved is open to customers. The gates shall not be left open or unlocked outside the hours of 07:00 to 23:00 on a Sunday, Monday, Tuesday and Wednesday. The gates shall not be left open or unlocked outside the hours of 07:00 to 00:30 the following day on a Thursday, Friday and Saturday. Notwithstanding the limits imposed by this condition, on New Year's Eve the gates shall not be left open or unlocked outside the hours of 07:00 to 01:00 the following day.

Reason: To ensure there is sufficient parking off the highway and in the interest of highway safety, in accordance with National Planning Policy Framework, Policies KP2, CP3, and CP4 of the Core Strategy and Policy DM15 of the Development Management Document.

09 Prior to first use of the building hereby approved, two lockable gates and a scheme of low-level lighting, of a type, design and position to be first agreed in writing by the Local Planning Authority shall be installed within the East Beach Car park and shall be retained thereafter unless otherwise agreed in writing by the Local Planning Authority.

Reason: For the purposes of preventing the wider use of the car park after dusk, in terms of its misuse and to provide a safe route between the café/restaurant and parking area, in accordance with National Planning Policy Framework, Policies KP2, CP3, and CP4 of the Core Strategy and Policy DM15 of the Development Management Document.

10 A scheme for the installation of equipment to control the emission of fumes and smell from the premises shall be submitted to, approved in writing by, the local planning authority and implemented, before the use hereby permitted begins. All equipment installed as part of the approved scheme shall thereafter be permanently operated and maintained in accordance with the approved details including the manufacturer's instructions.

Reason: To protect the environment of people in neighbouring properties and general environmental quality in accordance with Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1 and DM3 and Design and Townscape Guide (2009).

11 Live or recorded music must not be audible outside the premises and doors and windows shall remain closed after 9.30pm should live or recorded music be playing.

Reason: To protect the environment of people in neighbouring properties and general environmental quality in accordance with Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1 and DM3 and Design and Townscape Guide (2009).

12 The details of refuse storage facilities shall be carried out in accordance with drawing 09-04-09-05 agreed in accordance with 14/01028/AD before the development is brought into use. Waste must be stored inside the property and only put outside just before it is to be collected. The stores must not be used for any other purpose.

Reason: To protect the environment and provide suitable storage for waste and materials for recycling in accordance with Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3, DM15 and Design and Townscape Guide (2009).

13 If, during the course of development, any contamination (including ordnance risk) is found 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 before the development is brought into use.

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 Development Management Document policy DM14.

14 The outdoor terrace at first floor level shall not be open for customers outside the following hours: -
07:00 hours to 23:00 hours on any day.

Reason: To protect residential amenity and general environmental quality in accordance with the National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy, Policies DM1 and DM3 of the Development Management Document (2015) and advice contained within the Design and Townscape Guide (2009).

Informatives

01 You may need separate licensing approval for the A3 premises. Your approved licensing hours may differ from those given above but you must not have any customers on the premises outside the hours set out in this planning permission.

02 Please contact Environmental Health (01702 215005) to register your food business and to make sure that all ventilation and other equipment will meet Council standards. Under environmental health legislation the Council may ask you to carry out other work if your business causes noise, smells or other types of nuisance.

03 The Council does not recommend that you install a wet-cooled air-conditioning system because of the serious risks to public health if the system becomes infected with legionella (the organisms which cause legionnaires' disease). Please discuss alternatives with Environmental Health (phone 01702 215005).

The following is a list of the types of air-conditioning systems that you can install, in order of preference.

1 Dry coolers (This is the preferred method as it poses no risk from legionella bacteria.)

2 Adiabatic units as heat rejection. (These units have dry coolers, but the cooling is assisted by water spray at peak times.)

3 Wet-cooling tower or evaporative condensers. (If you choose this method, you should carry out a feasibility study to decide whether to install dry coolers instead. You should discuss this with our Environmental Health service.)

Where the plant includes water storage, you must design it for easy and safe access, cleaning and maintenance. It is important to design the system so water is not stored for a long period of time, which could lead to harmful bacteria developing in the system.

If you do have to install a wet system, you must get advice from Environmental Health about where to put it and how to maintain it. You must also register the system with them.

It is not believed that air conditioning is essential for all buildings and the Council will consider each case on its own merits.

04 The site is classed as potentially contaminated land (including ordnance) due to historic land uses. Therefore, in accordance with condition 13 above should intrusive ground works be necessary for any part of the development including the construction of gates to the site, prior to any development commencing the developer should carry out an assessment of the nature and extent of the contamination and implement an appropriate remediation scheme as appropriate. Contact 01702 215005 for further information.

05 Compliance with this decision notice 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. Contact 01702 215005 for more information.

721 16/00231/UNAU_B - 3 New Road, Leigh on Sea, Essex. SS9 2EA (Leigh Ward)

Breach of Control: Without planning permission, the replacement of the existing wooden framed French windows at first floor level in the front elevation with Upvc French windows. (Article 4 Direction)

Resolved:-

That ENFORCEMENT ACTION be AUTHORISED to secure the removal of the unauthorised Upvc framed French windows installed to the first floor front elevation of this property on the grounds that they harm the appearance of the property and the streetscene by reason of their unsympathetic materials, inappropriate style of opening and discordant frame thickness to the extent that they are detrimental to the character and appearance of the Leigh Conservation area contrary to the National Planning Policy Framework, Policies CP4 and KP2 of the Southend-on-Sea Core Strategy, Policies DM1, DM3 and DM5 of the Southend-on-Sea Development Management Document and the advice contained within the Council's Design and Townscape Guide.

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. In this case, the necessary research and quotes have already been undertaken and any time delay in manufacture and installation is likely to be dictated by the suppliers lead time. It is considered that a compliance period of 2 months is deemed reasonable.

722 17/00063/UNAU_B - 7 Canvey Road, Leigh on Sea, Essex. SS9 2NN (West Leigh Ward)

Breach of Control: Without planning permission, the installation of a replacement front door. (Article 4 Direction) (Refused planning application ref 17/00662/FULH)

Resolved:-

That ENFORCEMENT ACTION be authorised to secure the removal of the unauthorised front door as its stained finish and leaded glass depicting a landscape scene is detrimental to the character of the existing property and the wider streetscene and would not preserve or enhance the character and significance of the Chapmanslord Conservation Area. This is contrary to the National Planning Policy Framework, Policies CP4 and KP2 of the Southend-on-Sea Core Strategy, Policies DM1 and DM5 of the Southend-on-Sea Development Management Document and the advice contained within the Council's Design and Townscape Guide.

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. In this case, taking into account the determination following the resubmission of a planning application and any lead time involving the sourcing and installation of an approved replacement front door, a compliance period of 3 months is deemed reasonable.

723 17/01663/FULM - 69 - 71 High Street, Southend-on-Sea, Essex (Milton Ward)

Proposal: Change of use from retail (Class A1) at first and second floors to form ten self-contained flats, convert existing basement to form retail and residential storage space, erect second floor and roof extension, alter elevations, layout cycle and bin storage and install external staircase (Amended Proposal)

Applicant: Locker and Riley Ltd

Agent: Architectural Services Ltd

Resolved:-

That permission be 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: Location Plan; Site Location Plan; AS2102 21; AS2102 22; AS2102 23; AS2102 24; AS2102 25B; AS2102 26E; AS2102 27G; AS2102 28D; AS2102 31A.

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

03 Notwithstanding the details shown on the plans submitted and otherwise hereby approved the development hereby permitted shall not commence other than for groundworks and site preparation works unless and until details and appropriately sized samples of the materials to be used for all the external surfaces of the proposed buildings at the site including facing materials, flat roof detail, shopfront and fascia, windows, doors, lintel, parapet, coping, quoins, dormer cheeks, roof tile, decorative brickwork, balustrading, handrails and roller shutters to the bin store have been submitted to and approved in writing by the local planning authority. The works must then be carried out in accordance with the approved materials and drawings before the dwellings hereby approved once occupied.

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 (2007), Policies DM1, DM3 and DM5 of the Development Management Document (2015) and the Design and Townscape Guide (2009). Given the nature of the development propose, the details sought and the objectives of the condition it is fundamental that information required is provided prior to the commencement of any development.

04 Prior to the first occupation of the flats hereby approved, cycle and refuse and general storage for the flats shall be provided in accordance with the details shown on plan AS2102 21. The approved cycle parking and refuse storage shall be provided in full and made available for use by the occupants of each dwelling prior to the first occupation of the dwellings hereby approved and be retained as such in perpetuity.

Reason: To ensure the provision of adequate cycle parking and refuse storage in accordance with policies DM3, DM8 and DM15 of Development Management Document.

05 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 installed prior to occupation of the development hereby approved and be retained as such in perpetuity.

Reason: To minimise the environmental impact of the development through efficient use of water in accordance with the National Planning Policy Framework, Core Strategy (2007) Policy KP2, Development Management Document (2015) Policy DM2 and the Councils Design and Townscape Guide (2009).

Informative

01 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

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.

- 724 17/01495/FULM - Rear of 1 Shoebury Avenue, Shoeburyness, Southend-on-Sea, Essex (Shoeburyness Ward)**
Proposal: Erect part two storey, part three storey building comprising 14 self-contained flats, layout parking and erect fence, railings and electric gate
Applicant: Mr Henry Hyde and Mr Alex Thorpe
Agent: Architectural Design Associates

Mr Gray, a local resident, spoke as an objector to the application.

Resolved:-

That planning permission be REFUSED for the following reasons:

01 The proposal would by reason of its size, scale, bulk, mass and detailed design, constitute unacceptable backland development, resulting in a contrived and incongruous scheme that is unacceptable and would result in material harm to the character and appearance of the site and the surrounding area, contrary to National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1 and DM3 of the Development Management Document (2015) and the advice contained within the Design and Townscape Guide (2009).

02 The development proposed fails to provide an appropriate dwelling mix that would reflect the Borough's identified housing needs, resulting in the scheme failing to deliver a sufficiently wide choice of homes. This is unacceptable and contrary to the National Planning Policy Framework, Policy KP2 of the Core Strategy (2007) and Policy DM7 of the Development Management Document (2015).

03 The design, size, siting, bulk and mass of the proposed development are such that it is overbearing, visually obtrusive and would cause unacceptable overlooking, a sense of enclosure and loss of privacy and light to the detriment of the amenities of the occupiers of neighbouring dwellings in Shoebury Avenue, Friars Street and Wakering Avenue.

The development is therefore unacceptable and contrary to the National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1 and DM3 of the Development Management Document (2015) and the advice contained within the Design and Townscape Guide (2009).

04 By virtue of the insufficient floorspace of the 1 bedroom flats proposed, the poor quality of the external amenity space provided, the inconveniently located parking spaces and the inadequate and inaccessible refuse stores, the development would provide substandard living conditions for the future occupiers

of the site, providing a poor quality residential environment. The proposal is therefore unacceptable and contrary to the National Planning Policy Framework, Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1, DM3 and DM8 of the Development Management Document (2015) and the advice contained within the Design and Townscape Guide (2009).

05 The submission does not demonstrate that the proposal would provide a development that is appropriately accessible and adaptable for all members of the community and information has not been submitted to demonstrate that the new dwellings would meet the M4(2) and M4(3) accessibility standards. This is unacceptable and contrary to the National Planning Policy Framework, policies KP2 and CP4 of the Core Strategy (2007) and policies DM1, DM3 and DM8 of the Development Management Document (2015).

06 As a result of an existing lamp column, one of the parking spaces fronting Shoebury Avenue would not be safely accessible. As a result the development would provide either insufficient parking and result in an increase of on-street parking to the detriment of highway safety or would result in unsafe vehicular movements by virtue of residents trying to access an inaccessible space to the detriment of the highway safety. The development is therefore unacceptable and contrary to the National Planning Policy Framework and Policy CP3 of the Core Strategy (2007) and Policy DM15 of the Development Management Document (2015).

07 The application does not include a formal undertaking to secure a contribution to affordable housing provision to meet the demand for such housing in the area and no evidence has been submitted to demonstrate that such a contribution would make the scheme economically unviable. The submission also lacks a formal undertaking to secure a contribution to the delivery of education facilities to meet the need for such infrastructure generated by the development. In the absence of these undertakings the application is unacceptable and contrary to the National Planning Policy Framework, Policies KP2, KP3, CP6 and CP8 of the Core Strategy (2007) and policy DM7 of the Development Management Policies Document (2015).

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

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.

725 17/00860/FUL, 17/00861/LBC, 17/00862/FUL, 17/00863/LBC & 17/00864/FUL
- Herschell House, 87 Leigh Hill, Leigh-on-Sea, Essex (Leigh Ward)

Proposals:

1. Replacement of dormer window sashes to south elevation
2. Replacement of dormer window sashes to south elevation 2nd floor, reinstatement of original loft doors within replica partitions at 2nd floor, removal of rooflights to north roofslope, reinstatement of fire surround to former breakfast room, removal of fireplace cast iron insert and install log burner in west living room, removal of fireplace to bathroom (Listed Building Consent)
3. Single storey side extension, two storey rear extension, alter rear elevations and reinstate chimney to parapet on west side of historic building (amended proposal)
4. Single storey side extension, two storey rear extension, alter rear elevations and reinstate chimney to parapet on west side of historic building (amended proposal)(Listed Building Consent)
5. Engineering operations relating to the changing ground levels, form terraces, retaining walls and steps, hard and soft landscaping including felling 7 trees (part retrospective).

Applicant: Mr Graeme Newton

Agent: SKArchitects

Resolved:-

1. That planning permission in respect of application 17/00860/FUL be GRANTED subject to the following conditions:

01 The development hereby permitted shall begin not later than three years of 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 256RP00, 256RP01A, 256RP02A, 256RP03A, 256RP04A, 256RP07L

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

2. That Listed Building Consent for application 17/00861/LBC be GRANTED subject to the following conditions:

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

Reason: Required to be imposed pursuant to Section 18 of the Planning (Listed Building and Conservation Areas) Act 1990.

02 The development hereby permitted shall be carried out in accordance with the following approved plans 256RP00, 256RP01A, 256RP02A, 256RP03A, 256RP04A, 256RP07L

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

3. That planning permission in respect of application 17/00862/FUL be GRANTED subject to the following conditions:

01 The development hereby permitted shall begin not later than three years of 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 256RP00, 256RP01A, 256RP02A, 256RP03A, 256RP04A, 2560RP7L, 2560RP8H, 256RP13B

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

03 The exterior materials for the reinstatement of the south façade of the late Victorian link and the reinstatement of the chimney on the west parapet shall only be reclaimed stock brick to match the existing brick work, matching lime mortar, lead flashing coping, stone sill, timber window frames and single glazed clear glass windows and the weatherboarding shall be made good with matching oak as detailed on plan reference 256RP08H.

Reason: To safeguard the visual amenities of the listed building and the wider Leigh Conservation Area, in accordance with policies. This is as set out in the National Planning Policy Framework (2012), Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and DM5 and advice contained within the Southend Design and Townscape Guide (2009).

04 The exterior materials for the single storey side extension (part retrospective) shall only be black Marley Eternit profiled sheeting, aluminium doors, windows and rooflights and black metal guttering.

Reason: To safeguard the visual amenities of the listed building and the wider Leigh Conservation Area, in accordance with policies. This is as set out in the National Planning Policy Framework (2012), Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and DM5 and advice contained within the Southend Design and Townscape Guide (2009).

4. That Listed Building Consent in respect of application 17/00863/LBC be GRANTED subject to the following conditions:

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

Reason: Required to be imposed pursuant to Section 18 of the Planning (Listed Building and Conservation Areas) Act 1990.

02 The development hereby permitted shall be carried out in accordance with the following approved plans 256RP00, 256RP01A, 256RP02A, 256RP03A, 256RP04A, 2560RP7L, 2560RP8H, 256RP13B

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

03 The exterior materials for the reinstatement of the south façade of the late Victorian link and the reinstatement of the chimney on the west parapet shall only be reclaimed stock brick to match the existing brick work, matching lime mortar, lead flashing coping, stone sill, timber window frames and single glazed clear glass windows and the weatherboarding shall be made good with matching oak as detailed on plan reference 256RP08H.

Reason: To safeguard the visual amenities of the listed building and the wider Leigh Conservation Area, in accordance with policies. This is as set out in the National Planning Policy Framework (2012), Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and DM5 and advice contained within the Southend Design and Townscape Guide (2009).

04 The exterior materials for the single storey side extension (part retrospective) shall only be black Marley Eternit profiled sheeting, aluminium doors, windows and rooflights and black metal guttering.

Reason: To safeguard the visual amenities of the listed building and the wider Leigh Conservation Area, in accordance with policies. This is as set out in the National Planning Policy Framework (2012), Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and DM5 and advice contained within the Southend Design and Townscape Guide (2009).

5. That planning permission in respect of application 17/00864/FUL be GRANTED subject to the following conditions:

01 The development hereby permitted shall begin not later than three years of 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 256RP00, 256RP01A, 256RP02A, 256RP03A, 256RP04A, 256RP12C, , 256RP13B, 1551.L.2D, 1551.L.3revC, 1551.A.4A, Arboricultural Method Statement by DF Clark ref DFCC_1774 dated 19th December 2017, George Chamber and Associates letter dated 18th October 2017, Arboricultural Report by J Moore dated 21.09.15, Landscape Statement by Portus + Whitton rev A dated 16.11.17

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

03 The development and works hereby approved shall be carried out in full accordance with the tree protection measures as set out in Arboricultural Method Statement by DF Clark ref DFCC_1774 dated 17th December 2017 and Arboricultural Report by J Moore dated September 2015 throughout the construction and landscaping works.

Reason: To ensure the existing trees including their roots are adequately protected during building works in the interests of visual amenity and in accordance with Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) policy DM1 and advice contained within the Southend Design and Townscape Guide (2009).

04 The replacement tree species, planting sizes, locations and timescales for implementation shall be as detailed on plan reference 1551.L.2D. Any trees dying, removed, being severely damaged or becoming seriously diseased within five years of planting shall be replaced with trees of such size and species within the following planting season.

Reason: To safeguard the visual amenities of the listed building and the wider Leigh Conservation Area, in accordance with policies. This is as set out in the National Planning Policy Framework (2012), Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and DM5 and advice contained within the Southend Design and Townscape Guide (2009).

05 The hard and soft landscaping for the site, including surfacing for the terraces and paths, retaining walls, balustrading, boundary treatments and planting shall be implemented as detailed in the plans reference 1551.L.2D, 1551.L.3 rev C and 1551.A.4A including timescales for implementation.

Reason: To safeguard the setting of the listed building and the wider Leigh Conservation Area, in accordance with policies. This is as set out in the National Planning Policy Framework (2012), Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and DM5 and advice contained within the Southend Design and Townscape Guide (2009).

06 The boundary treatment to the southern boundary of the site and the inner semi-circular timber palisade fence shall be undertaken only in full accordance with plan reference 1551.L.2D including its stated timescales for implementation and shall be permanently maintained thereafter. The yew hedge to the south boundary shall be permanently maintained at a height of between 1.1m and 1.5m.

Reason: In the interests of visual amenity and to safeguard the residents in properties to the south of the site from unreasonable overlooking and an unreasonable scale of boundary treatment in this location. This is as set out in the National Planning Policy Framework (2012), Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and DM5 and advice contained within the Southend Design and Townscape Guide (2009).

Informative

01: You are advised that as the proposed development equates to less than 100 sqm of additional floorspace so 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 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.

726 17/01332/FUL - 1A Stock Road, Southend-on-Sea, Essex SS2 5QA (St Lukes Ward)

Proposal: Change of use from light industrial (Class B1(c)) to dance and theatre school (Class D1), erect new entrance to front and single storey front and side extension.

Applicant: Mrs Wendy Headford

Agent: Ergotechnics Ltd

Resolved:-

That personal planning permission be GRANTED to Mrs Wendy Headford 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: A101C, A102B, A103, A104B, A105

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

03 The dance and theatre school (use class D1) use hereby permitted shall be carried on only by Mrs Wendy Headford. When the premises ceases to be occupied by Mrs Wendy Headford the dance and theatre school (use class D1) use hereby permitted shall cease and the site shall immediately revert back to its former Class B1 use.

Reason: Permission has been granted taking into consideration the special circumstances of this case. The local planning authority needs to control future use of the premises if Mrs Wendy Headford leaves to ensure compliance with the National Planning Policy Framework, Policies KP1, KP2 and CP1 of the Core

Strategy (2007) and Policies DM3 and DM11 of the Development Management Document (2015).

04 The external materials to be used for the development shall only be as detailed on the approved plans and the submitted application form dated 26.07.2017.

Reason: To safeguard visual amenities of the area, in accordance with policies. This is as set out in Core Strategy (2007) policy KP2 and CP4, Development Management Document (2015) Policy DM1 and advice contained within the Southend Design and Townscape Guide (2009).

05 The development shall not be occupied until 8 car parking spaces have been provided at the site in accordance with drawing A104B, together with properly constructed vehicular accesses to the adjoining highway, all in accordance with the approved plans. The parking spaces shall be permanently retained thereafter only 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 Core Strategy (2007) policy CP3 and Development Management Document (2015) policy DM15.

06 The development shall not be occupied until details of secure and covered cycle parking have been submitted to and approved by the local planning authority. The cycle parking shall be installed in accordance with the approved details before the building is occupied.

Reason: To ensure that adequate cycle parking is provided and retained to serve the development in accordance with Core Strategy (2007) policy CP3 and Development Management Document (2015) policy DM15.

07 Prior to first use of the development hereby approved a Travel Plan which seeks to encourage travel to the site by more sustainable modes of transport shall be submitted to and agreed in writing by the local planning authority. The Travel Plan shall be implemented in full accordance with the approved details from the first occupation of the development. Before the end of the first and third year's operation of the development hereby approved, 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 thereafter be updated to address the problems identified and be immediately 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 Core Strategy (2007) Policies KP2, CP3 and CP4, Policy DM15 of Development Management Document (2015), and the Design and Townscape Guide (2009).

08 The development hereby approved, for purposes falling within Class D1, shall only be occupied as a dance and theatre school and shall not be used for any other purpose, including any other purpose within Use Class D1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended), nor

any change of use permitted under the Town and Country Planning (General Permitted Development) Order 2015 (as amended) or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting these Orders, with or without modification.

Reason: To ensure the development is implemented in accordance with the permission sought and to enable the Local Planning Authority to retain control of the use of the floorspace within the Use Class specified so that occupation of the premises does not prejudice amenity, in accordance with 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 the 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 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 You are advised that as the proposed development equates to less than 100 sqm of additional floorspace so 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.

02 In relation to condition 5 the details of a travel plan shall include:

1. General provisions- A Travel Plan is a long-term management strategy for the Site that seeks to deliver sustainable transport objectives through action and is articulated in a document that is regularly reviewed.
2. The Travel Plan will set the general objective to:
 - a) reduce journeys to the site by single occupancy car and all car traffic and;
 - b) not adversely affect parking in the local area
 - c) encourage travel by more sustainable modes of transport.

The Travel Plan must be consistent with the objectives of the National Planning Policy Framework, the Local Transport Plan and Development Plan Policies (departures from this will generally be unacceptable); clearly set out the benefits of a Travel Plan including carbon reduction and the health benefits from more active Continuation of travel; and demonstrate how the travel needs for all users of the new development will be met.

727 17/01648/FUL - Billet Wharf, High Street, Leigh-on-Sea (Leigh Ward)
Proposal: Erect mooring structure with ramp and metal balustrade (retrospective)
Applicant: Osborne & Sons (Shellfish) Ltd
Agent: GL Hearn

Resolved:-

That planning permission be GRANTED.

Informative

You are advised that as the development 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.

728 17/01946/FUL - 1053 London Road, Leigh-on-Sea (Blenheim Park Ward)
Proposal: Demolish existing commercial building and erect part 1/part 2 storey mixed use building comprising of ground floor retail unit (Class A1) and 3 self-contained flats (Class C3) (Amended Proposal)
Applicant: TernRock Ltd
Agent: Studio:08 Architecture + Planning

Resolved:-

That planning permission be GRANTED subject to the following conditions:

01 The development hereby permitted shall begin no 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: 2000.EX.01, 2000.EX.02, 2000.P.11A, 2000.P.12, 2000.P.13A, 2000.P.14, 2000.P.15A, 2000.P.16, 2000.P.17A, 2000.BP.01, 2000.LP.01

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

03 Except for demolition, no development 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 and fenestration

have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details before it is accepted.

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), Core Strategy (2007) policy KP2 and CP4, Development Management Document (2015) policy DM1, and Design and Townscape Guide) (2009).

04 With the exception of the front and rear balconies hereby permitted as shown on drawing no's 2000.P.12, 2000.P.14, 2000.P.15A, 2000.P.16, 2000.P.17A, the roof of the rear single storey projection 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), Core Strategy (2007) policy CP4, Development Management Document (2015) policy DM1, and the guidance contained within the Design and Townscape Guide (2009).

05 Secure, covered cycle parking and refuse and recycling storage areas to serve the development shall be provided in accordance with details that have previously been submitted to and agreed in writing by the Local Planning Authority prior to the occupation of the development and these facilities shall be permanently retained as such thereafter.

Reason: To ensure that adequate cycle parking and waste storage is provided and retained to serve the development in accordance with Policies CP3 of the Core Strategy (2007) and Policies DM1 and DM15 of the Development Management Document (2015).

06 Demolition and/or construction works associated with this permission shall not take place outside 08:00 hours to 18:00 hours Mondays to Fridays and 08:00 hours to 13:00 hours on Saturdays nor at any time on Sundays or Bank Holidays.

Reason: In order to protect the amenities of surrounding occupiers and to protect the character the area in accordance with policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

07 Other than the demolition, no development shall take place until a site investigation of the nature and extent of any land contamination present 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 before any construction

begins. The site shall be remediated in accordance with the approved remediation measures before the development hereby approved is occupied and evidence to demonstrate that the remediation has taken place shall be submitted in writing to the Local Planning Authority before the development is occupied.

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 and these shall be fully implemented before the site is occupied.

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 Core Strategy (2007) policy KP2 and Policies DM1 and DM14 of the Development Management Document (2015).

08 Prior to occupation of the development hereby approved details of energy efficiency and other sustainability measures to be included in the scheme, including the provision of at least 10% of the energy needs of the development hereby approved being provided from onsite renewable sources, shall be submitted to, agreed in writing by the Local Planning Authority and implemented on site in accordance with the agreed details unless otherwise agreed in writing by the Local Planning Authority. The agreed measures shall be permanently retained thereafter.

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, Core Strategy (2007) policy KP2 and CP4, and the Design and Townscape Guide.

09 Notwithstanding the details shown in the plans submitted and otherwise hereby approved the dwellings hereby granted consent shall not be occupied unless and until plans and other appropriate details are submitted to the Local Planning Authority and approved in writing which specify the size, design, materials and location of all privacy screens to be fixed to the proposed building. Before the building hereby approved is occupied the development shall be implemented in full accordance with the details and specifications approved under this condition and shall be permanently retained as such thereafter.

Reason: To safeguard character and appearance of surrounding area and the amenities of neighbouring occupiers in accordance with Policies KP2 and CP4 of the Core Strategy 2007, Policy DM1 and DM3 of the Development Management Document 2015 and the Design and Townscape Guide 2009.

10 The development hereby approved shall be carried out in a manner to ensure the ground floor dwelling complies fully with Building Regulation M4 (2) 'Accessible and Adaptable Dwellings Standard'.

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, Core Strategy (2007),

Policy KP2, Development Management Document (2015) policy DM2 and the Design and Townscape Guide (2009).

11 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 to be included in the scheme 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 before it is occupied 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, Core Strategy (2007) policy KP2, Development Management Document (2015) policy DM2 and the guidance within the Design and Townscape Guide (2009).

12 Notwithstanding the provisions of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), or any statutory modification or re-enactment or replacement thereof (as the case may be) for the time being in force, the ground floor retail unit hereby permitted shall not benefit from a change use to any other use without the receipt of express planning permission from the local planning authority.

Reason: To determine the scope of the development hereby approved in the interests of protecting the amenity of occupiers of neighbouring properties, general environmental quality and in the interests of visual amenity, in accordance with the National Planning Policy Framework (NPPF), Core Strategy (2007) policy CP4, Development Management Document (2015) policy DM1, and the guidance contained within 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 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.

02 Please note that advertisements i.e. fascia signage for the commercial unit will require separate advertisement consent. Details can be found at https://www.planningportal.co.uk/info/200130/common_projects/4/adverts_and_signs

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. In addition, any asbestos containing material (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. Contact Environmental Health 01702 215005 for more information

729 17/02056/OUT - Land adjacent 5 Shorefield Gardens, Westcliff-on-Sea, Essex (Milton Ward)

Proposal: Erect building comprising three self-contained flats with terraces to front and Juliette balconies to rear at first and second floor level with layout parking to front

Applicant: Southend-on-Sea Borough Council

Agent: SKArchitects

Mrs L Cook, a local resident, spoke as an objector to the application. Mr Kearney, the applicant's agent, responded.

Resolved:-

That consideration of this application be DEFERRED pending a site visit.

730 17/02048/FULH - 8 Cashiobury Terrace, Southend-on-Sea, Essex SS1 1EZ (Milton Ward)

Proposal: Erect timber fence to existing wall and install gate on north boundary with Cambridge Road (Retrospective)

Applicant: Mr and Mrs Le Cam

Resolved:-

1. That planning permission be REFUSED for the following reason:

01 The fence erected, by reason of its siting, poor design, scale and the materials used, has resulted in a harmfully incongruous addition to the streetscene that does not preserve or enhance the character of the Clifftown Conservation Area. The proposal is therefore unacceptable and contrary to the

National Planning Policy Framework (2012), Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1, DM3 and DM5 of the Development Management Document (2015), Policy PA6 of the emerging Southend Central Area Action Plan (2018) and the advice contained within the Design and Townscape Guide (2009) and Clifftown Conservation Area Appraisal (2005).

Informatives

01 You are advised that as the proposed development equates to less than 100 sqm of additional floorspace so 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 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.

2. That ENFORCEMENT ACTION be AUTHORISED to secure the removal of the unauthorised fence on the grounds that it harms the appearance of the property and the streetscene by reason of their unsympathetic materials, inappropriate style to the extent that it is detrimental to the character and appearance of the Clifftown Conservation area contrary to the National Planning Policy Framework, Policies CP4 and KP2 of the Southend-on-Sea Core Strategy, Policies DM1, DM3 and DM5 of the Southend-on-Sea Development Management Document and the advice contained within the Council's Design and Townscape Guide.

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. In this case, the necessary research and quotes have already been undertaken and any time delay in manufacture and installation is likely to be dictated by the suppliers lead time. It is considered that a compliance period of 3 months is deemed reasonable.

731 17/02092/FULH - 36 Leigh Hill, Leigh-on-Sea, Essex, SS9 2DN (Leigh Ward)

Proposal: Raise roof height to form habitable accommodation in the roof, install dormer with balcony to rear and alter elevations.

Applicant: Mr and Mrs Osborne

Agent: T C Matthew Chartered Architects

Resolved:-

That planning permission be REFUSED for the following reason:

01 The proposal, by reason of the appearance, design, scale, form and bulk of the roof, would result in an incongruous and unsympathetic addition that does not relate satisfactorily to the existing dwelling, the character and appearance of the wider Leigh Conservation Area or the setting of the adjacent statutory listed building. The development is therefore unacceptable and contrary to the National Planning Policy Framework (2012), policies KP2 and CP4 of the Core Strategy (2007), policies DM1, DM3, DM5 and DM6 of the Development Management Document (2015) and advice contained within the adopted Design and Townscape Guide (2009) and the Leigh Conservation Area Appraisal (2010).

Informatives

01 You are advised that as the proposed development equates to less than 100 sqm of additional floorspace so 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 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.

732 17/02115/FULH - 34 Percy Road, Leigh-on-Sea, Essex, SS9 2LA (West Leigh Ward)

Proposal: Erect single storey side and rear extensions, raise and alter roof height, install gables to front and rear, dormer to rear, rooflight to front and side and alter elevations.

Applicant: Mrs H Collins

Agent: Knight Gratrix Architects

Resolved:-

That planning permission be 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: 030; 031A; 032.

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

03 Notwithstanding the details shown on the plans submitted otherwise hereby approved the development hereby permitted shall not commence other than for groundworks and site preparation works unless and until details and appropriately sized samples of the materials to be used for all the external surfaces of the proposed buildings at the site have been submitted to and approved in writing by the Local Planning Authority. The development hereby permitted shall be implemented in full accordance with the details and samples approved under this condition before it is occupied.

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 (2007), Policies DM1 and DM3 of the Development Management Document (2015) and the Design and Townscape Guide (2009). Given the nature of the development proposed, the details sought and the objectives of the condition it is fundamental that information required is provided prior to the commencement of any development.

04 The development hereby approved shall be carried out in a manner to ensure the extended dwelling complies with Building Regulation part M4 (2) 'accessible and adaptable dwellings', before it is brought in to use.

Reason: To ensure the residential units hereby approved provide high quality and flexible internal layouts to meet the changing needs of residents in accordance with the National Planning Policy Framework, Core Strategy (2007) Policy KP2, Development Management Document (2015) Policy DM2 and Design and Townscape Guide (2009).

05 Demolition or construction works associated with this permission shall not take place outside 08:00 hours to 18:00hours Mondays to Fridays and 08:00hours to 13:00hours on Saturdays and at no time Sundays or Bank Holidays.

Reason: In order to protect the amenities of surrounding occupiers and to protect the character the area in accordance with Policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

06 Prior to its first occupation the first floor level accommodation hereby approved shall be constructed so that the first floor level of the bedrooms with east facing windows shall be set not less than 1.65m below the cil level of the east facing windows. The development shall be retained as such in perpetuity thereafter.

Reason: Reason: In order to protect the amenities of surrounding occupiers and to protect the character the area in accordance with Policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

07 The new rooflight in the southern 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: In order to protect the amenities of surrounding occupiers and to protect the character the area in accordance with Policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (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.

Informative

01. Please note that the development the subject of this application is liable for a charge under the Community Infrastructure Levy Regulations 2010 (as amended). A Community Infrastructure Levy (CIL) Liability Notice will be issued as soon as practicable following this decision notice. 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.

**733 EN/17/00283/UNAU_B - 176 Brightwell Avenue, Westcliff on Sea, Essex.
SS0 9EH (Westborough Ward)
Breach of Control: Without planning permission, construction of a single
storey rear extension.**

Resolved:-

That ENFORCEMENT ACTION be AUTHORISED to secure (a) The removal of the rear extension, & (b) the removal of all rubble, materials and equipment associated with complying with the notice.

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. In this case, a compliance period of 1 month is deemed reasonable for the removal of the unauthorised extension.

Chairman: _____

Council – 22nd February 2018

Notice of Motion: Drinking Water / Plastic Pollution

We note the growing concern about plastic pollution of our land and seas. We further note that discarded water bottles contribute to the large volume of waste in our public areas that the council is responsible for disposing of.

Water UK, the industry body representing water companies, is launching a national drinking water scheme to encourage shops, cafes and businesses to provide free refill points to dispense drinking water. Some local authorities are providing public water refill points.

We believe that Southend, as a tourist destination particularly popular in hot weather, would benefit from implementing this scheme.

We ask that the Council work in partnership to promote the availability of water refill points in Southend and give consideration to ways to provide public access to drinking water, in order to reduce the use and disposal of plastics in our town.

Proposed: Cllr Ian Gilbert

Seconded: Cllr Helen McDonald

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Council – 22nd February 2018

Notice Of Motion –

Parking Provisions For Veterans On Remembrance Sunday Services Within The Borough Of Southend On Sea

One can observe existing adoptive measures in place regarding the appropriation of special allocations for Remembrance Sunday services evidenced by Local Authorities both within the United Kingdom and among, but not exclusive to, Commonwealth nations abroad. Southend has a plethora of thriving veteran's associations whereby such recommendations of allocating free parking for Remembrance Sunday services to veterans would be deemed conducive and appropriate in keeping with existing contextual precedents set by local governments of various tiers.

Motion To Council:

We request that Council seek to formally action such a proposed implementation of free parking provisions for veterans which would be exclusive to Remembrance Sunday services within the Borough of Southend, an act encapsulated within the commemorative spirit of honouring those who fought for our freedom. We would also hope to encourage other authorities to emulate such initiatives in due course.

Proposed – Cllr David Burzotta

Seconded – Cllr Nigel Folkard

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Southend-on-Sea Borough Council

Report of Director of Transformation
to
Council

On
22 February 2018

Report prepared by Sue Putt, Head of HR and Payroll

Agenda
Item No.

26

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 2018/19 in the context of the Council's overall Reward Strategy.

2. Recommendation

- 2.1 **That Council agree the Pay Policy Statement as recommended by the Senior Manager Pay Panel.**

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 2017/18 were agreed by Council at the meetings of 1 March 2012, 29 February 2013, 26 February 2014, 26 February 2015, 25 February 2016 and 23 February 2017.
- 3.3 This Policy Statement has been reviewed for 2018/19 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 2018/19

Appendix B: Reward Policy

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PAY POLICY STATEMENT 2018/19**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, Deputy Chief Executives and Directors).
- 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 2018:

Chief Executive
Deputy Chief Executive x 2
Director x 12
Director of Public Health

These posts (with the exception of the Director of Public Health) 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)	£151,772
SMG2 (Deputy Chief Executives)	£118,834
SMG3 (Directors)	£88,748

These are spot salaries and reflect ‘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. The rate is calculated at 90% of the ‘rate for the job’.

The Director of Public Health is employed on NHS Pay & Conditions. This role transferred into the Council w.e.f. 1/4/13 and are protected under Transfer of Undertaking Protection of Employment (TUPE) regulations and is as follows:-

Director of Public Health	£95,860
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Chief Officer salaries do not attract annual increments nor any nationally negotiated cost of living pay rise. This is because Chief Officers in Southend are employed on JNC terms and conditions for everything EXCEPT pay – which is determined by a Senior Managers Pay Panel. (details of this Scheme, including the decision making processes in respect of pay award, can be found in **Appendix 3** of the council 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 Senior Managers Pay Panel on an individual basis. In 2018/19, 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 £7,500 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 £7,850 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 postholders on behalf of the Authority. This allowance is paid separately to basic salary and is not subject to any agreed 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 £15,014 - £15,613. 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 5.7:1 i.e. the Chief Executive (top earner) earns 5.7 times more than the Council's median earner (£24,174).

The Government has also recommended publishing the ratio in respect of the mean earner. Southend Council's current ratio in this respect is 5:1: i.e. the Chief Executive (top earner) earns 5 times more than the Council's mean earner (£26,997).

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 2018)

Staff Numbers	Pay Grade
8	Level 1
4	Level 2
0	Level 3
146	Level 4
205	Level 5
306	Level 6
253	Level 7
290	Level 8
181	Level 9
105	Level 10
33	Level 11
18	Level 12
19	Level 13
12	SMG3
2	SMG2
1	SMG1
2	Soulbury A (Educational Psychologists)
2	Soulbury B (Senior Educational Psychologists)
0	Soulbury C (Educational Improvement Specialists)
2	Youth & Community – Support Workers – Range 1
8	Youth & Community – Professional Range
9	NHS pay grades
6	Nursing Grades
2	Teacher Grades
1,614	TOTAL

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Reward Policy
for all Southend Borough Council Employees
(excluding schools)

January 2018

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 January 2018

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	Senior Managers 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 1-13 (Appendix B1)

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 B2). These staff are employed on JNC terms and conditions for chief officers except for pay which is determined by a local scheme (Appendix B3).

c) Staff on Soulbury salary levels (Appendix B4)

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 B5).

d) Staff on Youth and Community Workers Salary levels (Appendix B6)

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 current Teachers Pay and Conditions document.

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 Senior Managers 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 1-13 (Appendix B1)

- (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 HR.

- (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 B2)

Annual pay awards will be considered and agreed by the Council's Senior Managers Pay Panel in accordance with the Senior Managers Pay Scheme.

c) Staff on Soulbury salary levels (Appendix B4).

- d) Staff on Youth and Community Worker Salary levels (Appendix B6) Increments will be paid as per paragraph 8(a).

e) Teachers

Progression will be in accordance with the current School Teachers Pay & Conditions document.

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 Senior Managers 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 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 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 Deputy Chief Executive (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 Senior Managers Pay 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.

<p>Scope</p> <ul style="list-style-type: none">• This policy applies to all employees of Southend-on-Sea Borough Council (excluding schools) <p>Delegation</p> <ul style="list-style-type: none">• See paragraph 5 of this policy <p>Amendments</p> <ul style="list-style-type: none">• 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• January 2018 – Updated to reflect annual review

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Pay Structure – With Effect From 20 June 2017

Level 1	Level 2	Level 3
SCP 6 15,014 7 15,115 8 15,246 9 15,375 10 15,613	SCP 8 15,246 9 15,375 10 15,613 11 15,807 12 16,123	SCP 10 15,613 11 15,807 12 16,123 13 16,491 14 16,781

Level 4	Level 5	Level 6
SCP 13 16,491 14 16,781 15 17,072 16 17,419 17 17,772 18 18,070	SCP 17 17,772 18 18,070 19 18,746 20 19,430 21 20,138 22 20,661	SCP 20 19,430 21 20,138 22 20,661 23 21,268 24 21,962 25 22,658 26 23,398 27 24,174

Level 7	Level 8	Level 9
SCP 26 23,398 27 24,174 28 24,964 29 25,951 30 26,822 31 27,668 32 28,485 33 29,323	SCP 33 29,323 34 30,153 35 30,785 36 31,601 37 32,486 38 33,437 39 34,538 40 35,444	SCP 40 35,444 41 36,379 42 37,306 43 38,237 44 39,177 45 40,057 46 41,025 47 41,967

Level 10	Level 11	Level 12
SCP 46 41,025 47 41,967 48 42,899 49 43,821 50 44,772 51 45,707 52 46,664 53 47,556	SCP 54 48,507 55 49,463 56 50,456 57 51,470 58 52,499 59 53,543 60 54,621	SCP 61 55,709 62 56,824 63 57,961
		Level 13
		Spot salary of £65,000 with a development rate of 90% (£58,500) for the first 12 months

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Appendix B2

Southend Council

Senior Management Grades

SMG1 (Chief Executive)	£151,772 Rate for the Job £136,595 Development rate up to 12 months
SMG2 (Deputy Chief Executive)	£118,834 Rate for the job £106,950 Development rate for up to 12 months
SMG3 (Directors)	£88,748 Rate for the job £79,873 Development rate for up to 12 months
Director of Public Health	£95,860

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Senior Managers Pay

Terms of the Scheme

Updated January 2018

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 senior managers pay 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 Senior Managers Pay 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 Amended January 2018

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

Soulbury Pay Agreement 2016 (Southend Pay Range)

Educational Improvement Professionals

SCP	Current
1	34067
2	35287
3	36439
4	37606
5	38767
6	39928
7	41148
8	42321*
9	43689
10	44908
11	46112
12	47277
13	48597**
14	49773
15	51073
16	52248
17	53426
18	54582
19	55775
20	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
1	35731
2	37545
3	39359
4	41171
5	42984
6	44797
7	46504
8	48211
9	49810*
10	51411*
11	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
1	44797
2	46504
3	48211
4	49810
5	51411
6	52903
7	53516
8	54661
9	55795
10	56950
11	58081
12	59235
13	60409
14	61543
15	62731
16	63908
17	65093
18	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.	<p>EVAULATION BY LINE MANAGER</p> <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 2017

Youth and Community Support Worker Range	Professional Range
Pay Points	Pay Points
2. 15,807	13. 23,679
3. 16,417	14. 24,730
4. 16,931	15. 25,446
5. 17,491	16. 26,194
6. 18,006	17. 26,929
7. 18,636	18. 27,670
8. 19,260	19. 28,404
9. 20,055	20. 29,141
10. 20,677	21. 29,969
11. 21,682	22. 30,907
12. 22,665	23. 31,820
13. 23,679	24. 32,737
14. 24,730	25. 33,662
15. 25,446	26. 34,585
16. 26,194	27. 35,511
17. 26,929	28. 36,446
	29. 37,375
	30. 38,304
	31. 38,930*
	32. 39,961*

* Discretionary Points

Support Worker Range (1)

Points 3 – 6 JNC 367 -370 £16,417 - £18,006

Support Worker Range (2)

Points 12 – 15 JNC 384 – 387 £22,665 - £25,446

Professional Range

Points 19-22 JNC 391 – 394 £28,404 - £30,907

Advanced Practitioner

Points 22-25 JNC 394 – 397 £30,907- £33,662

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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 (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' Pay Scheme.

4.3.4 Status of Meeting

Private

4.3.5 Reports to

The Cabinet

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Calendar of Meetings 2018 - 19

2018

MAY

ANNUAL COUNCIL
COUNCIL (Appointment of Committees etc.)

3.30pm
6.30pm

Thursday, 10th May
Thursday 17th May

28

JUNE

Development Control Committee

2.00 pm

Wednesday, 13th June

CABINET

2.00pm

Tuesday, 19th June

Southend Health and Wellbeing Board

5.00pm

Wednesday 20th June

Cabinet Committee

6.00pm

Thursday, 21st June

Cabinet Committee (PVX)

6.00 pm

Tuesday, 26th June

JULY

Development Control Committee

2.00 pm

Wednesday, 4th July

Place Scrutiny Committee

6.30pm

Monday, 9th July

People Scrutiny Committee (including Health)

6.30pm

Tuesday, 10th July

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 12th July

COUNCIL

6.30pm

Thursday, 19th July

Audit Committee

6.30pm

Wednesday 25th July

AUGUST

Development Control Committee

2.00pm

Wednesday, 1st August

SEPTEMBER

Development Control Committee

2.00pm

Wednesday, 12th September

Cabinet Committee

6.00pm

Thursday, 13th September

CABINET

2.00pm

Tuesday, 18th September

Southend Health and Wellbeing Board

5.00pm

Wednesday, 19th September

Cabinet Committee (PVX)

6.00 pm

Tuesday, 25th September

Audit Committee

6.30pm

Wednesday 26th September

OCTOBER

Development Control Committee

2.00 p.m.

Wednesday, 3rd October

Place Scrutiny Committee

6.30pm

Monday, 8th October

People Scrutiny Committee

6.30pm

Tuesday, 9th October

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 11th October

COUNCIL

6.30pm

Thursday, 18th October

NOVEMBER

Cabinet Committee

6.00pm

Thursday, 1st November

CABINET

2.00pm

Tuesday, 6th November

Development Control Committee

2.00pm

Wednesday, 7th November

Cabinet Committee (PVX)

6.00 pm

Tuesday, 13th November

Place Scrutiny Committee

6.30pm

Monday, 26th November

People Scrutiny Committee (including Health)

6.30pm

Tuesday, 27th November

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 29th November

DECEMBER

Southend Health and Wellbeing Board

5.00pm

Wednesday, 5th December

Development Control Committee

2.00pm

Wednesday, 12th December

COUNCIL

6.30pm

Thursday, 13th December

2019

JANUARY

Cabinet Committee	6.00pm	Monday, 7 th January
CABINET	2.00pm	Tuesday, 8th January
Development Control Committee	2.00pm	Wednesday, 9 th January
Cabinet Committee (PVX)	6.00 pm	Tuesday, 15 th January
Audit Committee	6.30pm	Wednesday, 16 th January
CABINET (Council Budget Only)	2.00pm	Thursday, 17th January
Southend Health and Wellbeing Board	5.00pm	Wednesday, 23 rd January
Place Scrutiny Committee	6.30pm	Monday, 28 th January
People Scrutiny Committee (including Health)	6.30pm	Tuesday, 29 th January
Policy and Resources Scrutiny Committee	6.30pm	Wednesday, 30 th January

FEBRUARY

Development Control Committee	2.00pm	Wednesday, 6 th February
CABINET (Council Budget)	2.00pm	Tuesday, 12th February
COUNCIL	6.30pm	Thursday, 21st February

MARCH

Development Control Committee	2.00pm	Wednesday, 6 th March
Cabinet Committee	6.00pm	Thursday, 7 th March
CABINET	2.00pm	Tuesday, 12th March
Cabinet Committee (PVX)	6.00 pm	Thursday, 14 th March
Southend Health & Wellbeing Board	5.00pm	Wednesday, 20 th March
Audit Committee	6.30pm	Wednesday 27 th March

APRIL (NB: Maundy Thursday 18th April, Good Friday 19th April, Easter Monday 22nd April)

Development Control Committee	2.00pm	Wednesday, 3 rd April
Place Scrutiny Committee	6.30pm	Monday, 8 th April
People Scrutiny Committee (including Health)	6.30pm	Tuesday, 9 th April
Policy and Resources Scrutiny Committee	6.30pm	Wednesday, 10 th April
COUNCIL	6.30pm	Thursday, 18th April

MAY

ANNUAL COUNCIL	3.30pm	Thursday, 9th May
COUNCIL (Appointment of Committees etc.)	6.30pm	Thursday 16th May
Development Control Committee	2.00pm	Wednesday, 5 th June

NOTE: Cabinet Committee dates are provisional only, depending on there being business to transact

Holocaust Memorial Day Commemoration Service – 27 January 2019

School Term Dates:

Summer Term starts Monday 16th April 2018 – Friday 20th July 2018
Half Term 28th May – 1 June, and May Bank Holiday, 7th May

Autumn Term starts Wednesday 5th September 2018 – Thursday 21st December 2018
Half Term 22 October – 26 October

Spring Term starts Thursday 3rd January 2019 – Friday 5th April 2019
Half Term 18th February – 22nd February

2019 Summer Term starts Monday 22nd April 2019

Note:

Lib Dem Conference: - 15-19 September 2018

Labour Conference: - 23-26 September 2018

Conservative Conference: - 30 September – 3 October 2018