

# Public Document Pack

## Southend-on-Sea Borough Council

Civic Centre  
Southend-on-Sea

13 February 2019

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, 21st February, 2019 at 6.30pm** for the transaction of the following business.

A Griffin  
Chief Executive

### **A G E N D A**

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Communications**
- 4 Questions from the Public**
- 5 Questions from Councillors**
- 6 Minutes of the Meeting held on Thursday 13th December 2018 (Pages 1 - 14)**  
Minutes attached
- 7 Council Budget 2019/20 (Pages 15 - 66)**  
Report of the Corporate Management Team attached.
- 8 Minutes of the meeting of Development Control Committee held Wednesday, 12 December 2018 (Pages 67 - 78)**  
Minutes attached
- 9 Minutes of the meeting of Appeals Committee A held Thursday, 20 December 2018 (Pages 79 - 80)**  
Minutes attached
- 10 Minutes of the meeting of Appeals Committee A held Monday, 7 January 2019 (Pages 81 - 82)**  
Minutes attached

- 11 Minutes of the meeting of Cabinet Committee held Monday, 7 January 2019 (Pages 83 - 88)**  
Minutes attached
- 12 Minutes of the meeting of Development Control Committee held Wednesday, 9 January 2019 (Pages 89 - 110)**  
Minutes attached
- 13 Minutes of the meeting of Audit Committee held Wednesday, 16 January 2019 (Pages 111 - 114)**  
Minutes attached
- 14 Minutes of the meeting of Cabinet held Thursday, 17 January 2019 (Pages 115 - 132)**  
Minutes attached
- 15 Minutes of the meeting of Health and Wellbeing Board held Wednesday, 23 January 2019 (Pages 133 - 136)**  
Minutes attached
- 16 Minutes of the meeting of Place Scrutiny Committee held Monday, 28 January 2019 (Pages 137 - 142)**  
Minutes attached
- 17 Minutes of the meeting of People Scrutiny Committee held Tuesday 29th January 2019 (Pages 143 - 150)**  
Minutes attached
- 18 Minutes of the meeting of Policy and Resources Scrutiny Committee held Wednesday, 30 January 2019 (Pages 151 - 164)**  
Minutes attached
- 19 Minutes of meeting of Development Control Committee held Wednesday, 6 February 2019 (Pages 165 - 192)**  
Minutes attached
- 20 Minutes of the meeting of Licensing Sub-Committee B held Monday, 11 February 2019 (Pages 193 - 196)**  
Minutes attached
- 21 Minutes of the meeting of Cabinet held Tuesday 12th February 2019**  
Minutes to follow
- 22 Minutes of the meeting of Appeals Committee A held Tuesday 12th February 2019**  
Minutes to follow
- 23 Minutes of the meeting of Special Place Scrutiny Committee held Wednesday 13th February 2019**  
Minutes to follow

- 24 Pay Policy Statement (Pages 197 - 250)**  
Report of the Strategic Director (Transformation) attached
- 25 Draft Calendar of Meetings 2019/20 (Pages 251 - 252)**  
Calendar attached
- 26 Opposition Business: Queensway**

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# SOUTHEND-ON-SEA BOROUGH COUNCIL

## Meeting of The Council

**Date: Thursday, 13th December, 2018**

**Place: Council Chamber - Civic Suite**

# 6

**Present:** Councillor D Jarvis (Chair)  
Councillors A Holland (Deputy Chair), B Arscott, S Aylen, B Ayling, M Borton, H Boyd, K Buck, L Burton, D Burzotta, T Byford, A Chalk, J Courtenay, T Cox, M Davidson, A Dear, M Dent, N Folkard, D Garne, D Garston, J Garston, I Gilbert, R Hadley, T Harp, A Jones, J Lamb, H McDonald, D McGlone, J McMahan, A Moring, C Mulrone, D Nelson, C Nevin, D Norman MBE, G Phillips, K Robinson, L Salter, M Stafford, M Terry, P Van Looy, N Ward, C Walker, P Wexham and C Willis

**Start/End Time:** 6.30 - 10.50 pm

### 528 Apologies for Absence

Apologies for absence were received from Councillors Buckley, Bright, Evans, Flewitt, Habermel, Woodley and Ware-Lane.

### 529 Declarations of Interest

- **Councillor Arscott**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site.

**People Scrutiny Committee – 27<sup>th</sup> November 2018**

Minute 488 - Schools Progress Report – non-pecuniary – Governor at Our Lady of Lourdes Catholic Primary School (Assisi Trust);

- **Councillor Aylen**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 450 (18/01374FULH Arterial Road) – Non-Pecuniary Interest: Applicant is known to him.

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site;

- **Councillor Ayling**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site.

- **Councillor Borton**

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

- Minute 488 - Schools Progress Report – non-pecuniary - Governor at Milton Hall School;

- Minute 489 - Scrutiny Committee updates - non-pecuniary interest – daughter is a nurse at Rochford Hospital;

- **Councillor Boyd**

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

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

- Minute 488 - Schools Progress Report - 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 Bright**

- **Place Scrutiny Committee – 26<sup>th</sup> November 2018a)**

- Minute 468 (Southend 2050 - Draft Ambition, Desired Outcomes and Road Map) – Non-pecuniary interest: lives on the High Street;

- Minute 470 (High Street Summit) – Non-pecuniary interest: lives on the High Street;

- **Councillor Buck**

- **Place Scrutiny Committee – 26<sup>th</sup> November 2018a)**

- Minute 473 (Revenue and Capital Budget Monitoring 2018/19 to 30 September 2018) – Non-pecuniary interest: Governor at Eastwood Academy;

- **Councillor Buckley**

- **Development Control Committee – 7<sup>th</sup> November 2018**

- Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site.

- **Councillor Burzotta**

- **Place Scrutiny Committee – 26<sup>th</sup> November 2018a)**

- Minute 468 (Southend 2050 - Draft Ambition, Desired Outcomes and Road Map) – Non-pecuniary interest: Family business off the High Street;

- Minute 470 (High Street Summit) – Non-pecuniary interest: Family business off the High Street;

- **Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

- Minute 499 - High Street Summit and Minute 500 - Southend Town Centre & PSPO – non-pecuniary – family business off High Street;

- **Councillor Chalk**

- **Development Control Committee – 7<sup>th</sup> November 2018**

- Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site.

- **Councillor Courtenay**

- **Place Scrutiny Committee – 26<sup>th</sup> November 2018a)**

- 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;

- **Councillor Cox**

- **Cabinet – 6<sup>th</sup> November 2018**

- Minute 431 – Notice of Motion Fire Safety – Disclosable Non-Pecuniary Interest – Grenfell Tower tragedy was mentioned – he was involved in the recovery and could be called as a witness to give evidence at the Public Enquiry (withdrew);

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

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

- Minute 483 - Youth Council presentation – non-pecuniary – young relative has been diagnosed with mental health condition;

- **Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

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

- **Councillor Davidson**

- **Place Scrutiny Committee – 26<sup>th</sup> November 2018a)**

- Minute 472 (Notice of Motion - Fire Safety) – Non-pecuniary interest: Board Member of South Essex Homes;

- **Councillor Dear**

- **Development Control Committee – 7<sup>th</sup> November 2018**

- Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site

- **Councillor Evans**

- **Development Control Committee – 7<sup>th</sup> November 2018**

- Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site;

- **Councillor Flewitt**

- **Cabinet Committee – 1<sup>st</sup> November 2018**

- Minute 419 (Requests for Waiting Restrictions – Wells Avenue and Rochford Road service roads) – Non-pecuniary interest: has lobbied with the other ward councillors;

- **Cabinet – 6<sup>th</sup> November 2018**

- Minute 424 - Housing, Homelessness and Rough Sleeping Strategy - non-pecuniary interest - friends and family are tenants of South Essex Homes;

**Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

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

Minute 498 - Housing, Homelessness and Rough Sleeping Strategy - non-pecuniary interest - friends and family are tenants of South Essex Homes;

- **Councillor Folkard**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site

**People Scrutiny Committee – 27<sup>th</sup> November 2018**

Minute 489 – Scrutiny Committee Updates – non-pecuniary interest – relative works at Broomfield Hospital; Ambassador for fund raising and is on the patient information leaflet reading panel at Southend Hospital;

**Health & Wellbeing Board – 5<sup>th</sup> December 2018**

Minute 520 – SBC Council STP Referral – non-pecuniary interest - relative works at Broomfield Hospital; Ambassador for fund raising and is on the patient information leaflet reading panel at Southend Hospital;

- **Councillor Garne**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site

- **Councillor J Garston**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site

**Place Scrutiny Committee – 26<sup>th</sup> November 2018**

Minute 475 (Objections to Traffic Regulation Orders - Thorpe Esplanade Charging for Parking and Cliffs Pavilion Car Parking Management Scheme) – Pecuniary interest: Lives in the area affected by the Cliff Pavilion Car Parking Management Scheme (withdrew);

**Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

Minute 500 - Southend Town Centre & PSPO – non-pecuniary – lives in the consultation area;

- **Councillor D Garston**

**Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

Minute 498 – Housing, Homelessness & Rough Sleeping Strategy – non-pecuniary – HARP;

Minute 500 - Southend Town Centre & PSPO – non-pecuniary – son lives in the consultation area;



- **Councillor Habermel**

- **Development Control Committee – 7<sup>th</sup> November 2018**

- Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

- Minute 489 - Scrutiny Committee updates - non-pecuniary – sister is a nurse at Southend Hospital; nephew is a physiotherapist based at Southend; brother is a paramedic with London Ambulance Service;

- **Councillor Hadley**

- **Development Control Committee – 7<sup>th</sup> November 2018**

- Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site

- **Councillor Harp**

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

- Minute 489 - Scrutiny Committee updates – non-pecuniary – Chair of St Lukes PPG and PPG Forum member;

- **Councillor Holland**

- **Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

- Minute 497 – MPR in relation to crime and disorder/Police – non-pecuniary – son is a Police officer with Essex Police;

- **Councillor Jones**

- **Development Control Committee – 7<sup>th</sup> November 2018**

- Minute 451 (18/00924/FUL Milton Road) – Non-Pecuniary Interest: Her daughter's school is on the same road.

- Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site;

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

- Minute 483 - Youth Council presentation – non-pecuniary – daughter is a member of Youth Council;

- **Councillor Lamb**

- **Place Scrutiny Committee – 26<sup>th</sup> November 2018a)**

- 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;

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

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

**Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

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

- **Councillor McDonald**

**Cabinet – 6<sup>th</sup> November 2018**

Minute 429 – Sex Establishment Venues Policy – non-pecuniary interest – Member of a range of organisations/charities which campaign against the sex industry and support services for women in the sex industry (Trustee of Essex Feminist Collective, Management Committee of Nordic Model Now! and on the Unison Eastern Region Women’s Committee) and works as a Children’s Independent Sexual Violence Advisor at a local charity.

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor’s family business is run from the opposite side of the road to the proposed site;

- **Councillor McMahon**

**Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

Minute 498 - Housing, Homelessness and Rough Sleeping Strategy- non-pecuniary – co-founder of HARP;

- **Councillor McGlone**

**Place Scrutiny Committee – 26<sup>th</sup> November 2018**

Minute 472 (Notice of Motion - Fire Safety) – Non-pecuniary interest: Board Member of South Essex Homes;

**Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

Minute 498 - Housing, Homelessness and Rough Sleeping Strategy- non-pecuniary – member of SEH Board;  
Minute 501 - Notice of Motion re Fossil Fuels - non-pecuniary – member of Essex Pension Scheme.

- **Councillor Moring**

**Cabinet Committee – 20<sup>th</sup> November 2018**

Minute 462 (Objections to Traffic Regulation Orders – Thorpe Esplanade) – Non-pecuniary interest: Knows residents in the street;

**Place Scrutiny Committee – 26<sup>th</sup> November 2018a)**

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;

**Place Scrutiny Committee – 26<sup>th</sup> November 2018**

Minute 475 (Objections to Traffic Regulation Orders - Thorpe Esplanade Charging for Parking and Cliffs Pavilion Car Parking Management Scheme) – Non-pecuniary interest: Knows people in the area, including a relative who is not in the charging area;

- **Councillor Mulroney**

- **Cabinet – 6<sup>th</sup> November 2018**

- Minute 431 – Notice of Motion – Fossil Fuels – non-pecuniary interest – member of the Essex Pension Fund;

- **Development Control Committee – 7<sup>th</sup> November 2018**

- Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site;

- **Cabinet Committee – 20<sup>th</sup> November 2018**

- Minute 462 – Objections to TROs – Thorpe Esplanade and Cliffs Pavilion Parking Management Scheme – non-pecuniary interest – relative lives within the cliffs pavilion parking zone;

- **Place Scrutiny Committee – 26<sup>th</sup> November 2018**

- Minute 475 - Objections to TROs – Thorpe Esplanade and Cliffs Pavilion Parking Management Scheme – non-pecuniary interest – relative lives within the cliffs pavilion parking zone;

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

- Minute 489 - Scrutiny Committee updates - non-pecuniary interest – relative works for MEHT;

- **Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

- Minute 501 - Notice of Motion re Fossil Fuels - non-pecuniary – member of Essex Pension Scheme;

- **Councillor Nelson**

- **Place Scrutiny Committee – 26<sup>th</sup> November 2018**

- Minute 470 (High Street Summit) – Non-pecuniary interest: Employer is James Duddridge MP who was mentioned in the debate;

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

- Minute 489 - Scrutiny Committee updates - non-pecuniary interest – wife is a nurse at Southend Hospital;

- **Policy & Resources Scrutiny Committee – 29<sup>th</sup> November 2018**

- Minute 499 - High Street Summit – non-pecuniary – his employer, James Duddridge MP, attended the meeting referred to;

- **Councillor Nevin**

- **People Scrutiny Committee – 27<sup>th</sup> November 2018**

- Minute 489 - Scrutiny Committee updates - non-pecuniary – Previous employee at Southend Hospital; NHS Employee at Barts; 2 children work at MEHT; step sister works Basildon Hospital and sister works for the Department of Health;

- **Councillor D Norman**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site

- **Councillor Salter**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site;

**Place Scrutiny Committee – 26<sup>th</sup> November 2018a)**

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;

**People Scrutiny Committee – 27<sup>th</sup> November 2018**

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

Minute 489 - Scrutiny Committee updates - non-pecuniary – husband is consultant Surgeon at Southend Hospital and holds senior post at Hospital; son-in-law is GP in the Borough; daughter is a doctor at Basildon Hospital;

- **Councillor Van Looy**

**Cabinet Committee – 1<sup>st</sup> November 2018**

Minute 416 (Royston Avenue – Verge Hardening Consultation) – Non-pecuniary interest: Knows residents in the street;

Minute 419 (Requests for Waiting Restrictions – Southchurch Boulevard) – Non-pecuniary interest: Patient of Central Surgery, Southchurch Boulevard.

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site

**Cabinet Committee – 20<sup>th</sup> November 2018**

Minute 462 (Objections to Traffic Regulation Orders – Clifftown Terrace) – Non-pecuniary interest: Knows residents in the street.

- **Councillor Walker**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 450 (18/01374FULH Arterial Road) – Non-Pecuniary Interest: Applicant is known to him;

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor's family business is run from the opposite side of the road to the proposed site;

**People Scrutiny Committee – 27<sup>th</sup> November 2018**

Minute 488 - Schools Progress Report – non-pecuniary – wife teaches at West Leigh Schools; Southend Boys & Girls Training Choirs rehearse at St Mary’s School.

Minute 489 - Scrutiny Committee updates – non-pecuniary – daughter is working in Southend Stroke Unit;

- **Councillor Ward**

**Development Control Committee – 7<sup>th</sup> November 2018**

Minute 452 (18/01142/FUL Queens Road) - Non-Pecuniary Interest - a fellow Councillor’s family business is run from the opposite side of the road to the proposed site

- **Councillor Wexham**

**Place Scrutiny Committee – 26<sup>th</sup> November 2018**

Minute 472 (Notice of Motion - Fire Safety) – Non-pecuniary interest: Step-son is a fire fighter;

- **Councillor Woodley**

**Place Scrutiny Committee – 26<sup>th</sup> November 2018**

Minute 468 (Southend 2050 - Draft Ambition, Desired Outcomes and Road Map) – Non-pecuniary interest: Daughter is a pilot at Southend Airport which was mentioned in the debate; and

Minute 472 (Notice of Motion - Fire Safety) – Non-pecuniary interest: Board Member of South Essex Homes;

**530 Youth Mayor and Deputy Youth Mayor Appointments**

The Worshipful the Mayor presented the chain of office to this year’s Youth Mayor, Mr Marco Mann, and the Chain of Office to this year’s Deputy Youth Mayor, Ms Amy Burdett.

**531 Communications**

Minutes Silence

The Council stood in silent tribute as a mark of respect to Mr Ian Johnson, MBE, Freeman of the Borough of Southend-on-Sea, Traci Dixon, Group Manager, South Essex Homes, and Mr Dennis Ward, RAF veteran, who all recently passed away.

Yule Log

Councillor Aylen presented to the Council a Yule Log.

**532 Questions from Members of the Public**

The relevant Cabinet Members responded to written questions received from members of the public.

**533 Questions from Members of the Council**

The relevant Cabinet Members responded to questions received from Councillors.

**534 Petition - Closure of Oakwood Avenue and Shirley Road**

Councillor Aylen presented a petition on behalf of local residents requesting the Council to close Oakwood Avenue and Shirley Road at their junctions with the A127 Arterial Road.

Resolved:

That in accordance with Standing Order 15.7 the petition be referred to the Cabinet Committee.

**535 Minutes of the Meeting of Council held on Thursday 18th October 2018**

Resolved:-

That the Minutes of the Meeting held on Thursday 18<sup>th</sup> October 2018, be confirmed as a correct record and signed.

**536 Minutes of the meeting of Licensing Sub-Committee C held on Friday, 12 October 2018 of Licensing Sub-Committee C**

Resolved:

That the minutes of this meeting, be noted.

**537 Minutes of the meeting of Appeals Committee B held on Monday, 15 October 2018**

Resolved:

That the minutes of this meeting, be noted.

**538 Minutes of the meeting of Appeals Committee A held on Monday, 22 October 2018**

Resolved:

That the minutes of this meeting, be noted.

**539 Minutes of the meeting of Cabinet Committee held on Thursday, 1 November 2018**

Resolved:

That the minutes of this meeting, be noted.

**540 Minutes of the meeting of Cabinet held on Tuesday, 6 November 2018**

Resolved:

That, subject to a minor amendment to resolution 2 in minute 432 to change the word 'endorsed' to 'noted', the minutes of this meeting be noted and the recommendations contained in minutes 429, 430, 436, 437, 438, be approved.

**541 Minutes of the meeting of Development Control Committee held on Wednesday, 7 November 2018**

Resolved:

That the minutes of this meeting, be noted.

**542 Minutes of the meeting of Licensing Sub-Committee B held on Monday, 12 November 2018**

Resolved:

That the minutes of this meeting, be noted.

**543 Minutes of the meeting of Cabinet Committee held on Tuesday, 20 November 2018**

Resolved:

That the minutes of this meeting, be noted.

**544 Minutes of the meeting of Place Scrutiny Committee held on Monday, 26th November 2018**

Resolved:

That the minutes of this meeting, be noted and the recommendations contained in Minute 471, be approved.

**545 Minutes of the meeting of People Scrutiny Committee held on Tuesday, 27th November 2018**

Resolved:

That the minutes of this meeting, be noted.

**546 Minutes of the meeting of Policy and Resources Scrutiny Committee held on Thursday, 29 November 2018**

During consideration of Minute 501 (Notice of Motion – Invest in the Future/Divest from Fossil Fuels) a motion to refer the matter back to Cabinet was moved and seconded. The motion was not carried.

Resolved:

That the minutes of this meeting, be noted and the recommendations contained in minutes 502 and 503, be approved.

**547 Minutes of the meeting of Special Cabinet held on Tuesday, 4th December 2018**

Resolved:

That the minutes of this meeting, be noted and the recommendation contained in minute 508, be approved.

**548 Minutes of the meeting of Appeals Committee B held on Tuesday, 4th December 2018**

Resolved:

That the minutes of this meeting, be noted.

**549 Minutes of the meeting of Health and Wellbeing Board held on Wednesday, 5th December 2018**

Resolved:

That the minutes of this meeting, be noted.

**550 Minutes of the Special Cabinet Committee held on Thursday, 6th December 2018**

Resolved:

That the minutes of this meeting, be noted.

**551 Minutes of the Special Place Scrutiny Committee held on Tuesday, 11th December 2018**

Resolved:

That the minutes of this meeting, be noted.

**552 Notice of Motion - Social Housing for Rent**

Resolved:

That in accordance with Standing Order 8.4, the following Notice of Motion, be referred to the Cabinet:

**'Social Housing for Rent**

This Council has committed to build 11,140 new homes between 2016 – 2026 to help tackle the housing crisis in Southend, 62% of which (6,875) homes would have to be either social or affordable housing. [1. p5]

In nearly three years since that target was set, just 1,000 homes have been built. If the Council keep up this performance then they will fall short of their target by a massive 7,740 homes.

The Council's own Affordable Housing Policy requires developers to build a minimum of 20% affordable homes on residential proposals for 10-49 dwellings or up to 1.99 hectares or less, and 30% for those of 50 dwellings or more and above 2 hectares. [2. p3] Since 2001, only around 12% of homes built in Southend have been affordable by the council's own definition [3. p44]



If the Council truly intends to meet its housing commitments and seriously address the chronic housing problems faced by this town, then radical measures need to be taken to address this situation and in order achieve those goals.

Motion to Council.

***This Council recognises the above points and resolves to:***

Explore all avenues for building social housing for rent (particularly through its Local Housing Company, Southend Housing Ltd.) at the former NHS land at Fossetts Farm (currently owned by Homes England) by investigating potential funding options and calculating the potential benefit, both financial and social, to Southend's residents.'

Proposed by Cllr Helen McDonald

Seconded by Cllr Ian Gilbert

**553 Local Council Tax Support Scheme**

The Council considered a report of the Strategic Director for Finance and Resources presenting the Local Council Tax Support Scheme for 2019/20.

Resolved:

That the current Local Council Tax Support Scheme continue in its present format for 2019/20.

**554 Changes to the Constitution**

The Council considered a report of the Strategic Director (Legal and Democratic Services) proposing minor changes to the Constitution.

Resolved:

1. That amendments be made to Council Functions as set out in Appendix 1 to the submitted report and that paragraph 4 of Article 4 in Part 2 of the Constitution, be amended accordingly.

2. That amendments be made to the terms of reference of the Audit Committee, the Senior Managers Pay Panel and the Shareholder Board as set out in Appendix 2 and that Part 3 Schedule 2 of the Constitution be amended accordingly.

3. That amendments be made to Delegations to Officers in respect of Council management companies, RIPA and Regulatory Services as set out in Appendix 3 and that Part 3 Schedule 3 of the Constitution be amended accordingly.

4. That amendments be made to Standing Order 19.2 (Opposition Business) and Standing Order 37 (Attendance at Working Parties, Panels & Forums) as set out in Appendix 4 and that Part 4(a) of the Constitution be amended accordingly.

5. That a minor amendment be made to paragraph 6.2 of the Members' Code of Conduct as set out in Appendix 5 and that Part 5(a) of the Constitution be amended accordingly.

6. That throughout the Constitution the following terms shall be used: "councillor", "Cabinet Member" and "the Chief Executive" and the variations which currently exist be amended accordingly.

**555 Standing Order 1.7 - Duration of Meetings**

During consideration of Minute 499 and in accordance with Standing Order 1.7, the hour of 10.00pm having been reached the Council:

Resolved:

To continue for one further hour until 11.00pm.

**Chairman:** \_\_\_\_\_

# Southend-on-Sea Borough Council

Report of Corporate Management Team

To

Council

On

21 February 2019

Report prepared by: Joe Chesterton  
Strategic Director (Finance and Resources)

Agenda  
Item No.

7

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Council Budget 2019/20

Cabinet Member: Councillor John Lamb

*Part 1 (Public Agenda Item)*

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## 1. Purpose of Report

- 1.1 The purpose of this report is for Council to approve the setting of a revenue budget and Council Tax for 2019/20 and a Capital Investment Programme for 2018/19 to 2023/24.
- 1.2 In addition, it deals with the Housing Revenue Account (HRA) and related rent levels and Treasury Management including Prudential Indicators.
- 1.3 Comprehensive reports to the Cabinet on 17 January and 12 February 2019 set out the issues affecting the Council's budgetary position for 2019/20 including details of the Final Local Government Finance Settlement.
- 1.4 In accordance with the Council's Constitution, the Cabinet on 12 February 2019 agreed to recommend a revenue budget (including the HRA), Council Tax, four year financial projections and indicative budget reductions and investments for 2019/20, Capital Investment Programme and Prudential indicators to Council for approval.
- 1.5 The formal Council Tax setting resolution is also presented in this report.
- 1.6 Council is now required to consider and agree these matters.

## **2. Recommendations**

**That the Council considers the information contained in this report and the related reports to Cabinet on 12 February 2019 to agree:**

### **2.1 A 2019/20 revenue budget and**

- **a Council Tax increase of 4.49% for the Southend-on-Sea element of the Council Tax for 2019/20, being 2.99% for general use and 1.5% for Adult Social care;**
- **the use of £2.5 million of the collection fund for the core budget;**
- **to note the increase in the Council Tax level of 2.94% for the precepting authority the Essex Fire & Rescue Services;**
- **to note the increase in the Council Tax level of 14.16% for the precepting authority the Essex Police;**
- **to note the increase in the precept level of 1.73% for Leigh-on-Sea Town Council;**

### **2.2 The final levy position for 2019/20;**

### **2.3 A Capital Investment Programme for 2018/19 to 2023/24 (Appendices 3 (i) and (ii));**

### **2.4 The recommendations from Cabinet 12 February 2019 for the HRA and associated rent levels and Treasury Management including Prudential Indicators;**

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

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

### **2.7 The direction of travel for 2020/21 and beyond and noting the need for the organisation to move to a longer term and outcome based budgeting approach (Section 8);**

### 3. Background

3.1 The various budgets and associated matters of the Council have been considered at the Cabinet meetings of 17 January 2019 and 12 February 2019 and at the various Scrutiny Committees from 28 January to 30 January 2019 and the Business Sector and Voluntary Sector consultation meeting on 17 January 2019, as outlined below:

- *The General Fund Revenue Budget 2019/20;*
- *Housing Revenue Account Budget and Rent Levels 2019/20;*
- *Capital Investment Programme 2018/19 to 2023/24;*
- *Treasury Management and Prudential Indicators 2019/20 (Treasury Management scrutinised at Audit Committee 16 January 2019 and not Scrutiny Committees).*

3.2 The Cabinet recommended to Council;

Firstly, the proposals on the Revenue Budget and Council Tax Level as set out at Appendices 1 & 2 and secondly a Capital Investment Programme as set out at Appendix 3. Other recommendations surrounded the HRA Budget and rent levels and Treasury Management including Prudential Indicators. Details of all these items and relevant recommendations are all contained in the suite of Cabinet reports presented on 12 February 2019.

3.3 The Council must set its revenue budget and Council Tax by 11 March of the preceding year. If, for whatever reason, the Council cannot agree a budget and Council Tax on 21 February 2019, Members should be aware that it is unlikely that the Council Tax bills could be sent out on time for the 1 April instalment (taking into account the necessary notice period and the time required to print the bills and the accompanying leaflet). Such a delay will increase costs significantly by circa £100k-£200k and will need to be built into the budget. It is also highly likely that this will also translate into a higher level of un-collectable debt and debt collection costs and will significantly impact on Council Tax performance indicators.

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

#### **4. Corporate Issues**

- 4.1 The Chief Financial Officer is required to make a statement on the adequacy of reserves and the robustness of the budget. This is a statutory duty under section 25 of the Local Government Act 2003.
- 4.2 The position on reserves is addressed within the S151 Officer Statement to Cabinet on 12 February 2019 (Appendix 1 of the General Fund Revenue Budget 2019/20 report.) In addition, further detail is contained in the Medium Term Financial Strategy Appendix 14 within the same report.
- 4.3 For 2019/20, the overall level of contingency (including redundancy and inflation) within the proposed budget is £5.1 million.
- 4.4 The position on Council Tax capping was amended by the introduction of the Localism Act in December 2011. The provisions in the Localism Act 2011 abolished Whitehall capping in England and instead provides local residents with a power to approve or veto excessive council tax rises. The new provisions require the Secretary of State to propose principles defining an excessive increase in council tax for any financial year. The main principle to be determined relates to the increase in Band D council tax (subject to certain adjustments) from one year to the next. A Council Tax referendum will only be required to be held in relation to an authority's council tax increase in 2019/20 if the amount set by the authority exceeds the council tax excessiveness principles applying to that year. For 2019/20 the position is as follows;
- The Secretary of State has set the council tax principles for 2019/20 as part of the Local Government Finance settlement. These are that local authorities with responsibility for Adult Social Care will be required to seek the approval of their local electorate in a referendum if, compared with 2018/19, they set a council tax increase (including the adult social care precept) that equals or exceeds 4.5%.
- 4.5 In agreeing a proposed increase of 4.49% for the Southend-on-Sea element of the Council Tax for 2019/20, being 2.99% for general use and 1.5% for the Adult Social Care precept, the Council is in line with the requirements from the Secretary of State and therefore no referendum is triggered.
- 4.6 Therefore, in my view as the Council's Chief Financial Officer, I confirm that the budget for 2019/20, as reported in the suite of Cabinet reports in January and February 2019 and issues addressed in this report, to be sufficiently robust but challenging for approval by the Council. I am also able to advise the Council that the level of Reserves is adequate and to recommend a Reserves Strategy which is achievable by 2019/20 in line with the factors set out in my S151 Officer Statement.

## **5. Council Tax and Collection Fund 2019/20**

- 5.1 The Council Tax Base for 2019/20 was approved by Cabinet on 17 January 2019 at 58,424.44 (equivalent Band D properties).
- 5.2 The estimated balance on the Collection Fund at the end of 2018/19 shows a projected surplus of £2.5 million attributable to the Council and which has been used in calculating the Council Tax, as statutorily required.
- 5.3 The proposed budget assumes a Council Tax increase of 2.99% for general use on the Southend-on-Sea element of the total Council Tax. There are no implications arising from this increase for a Council Tax freeze grant, as the Government has not offered one for this year. In addition, no referendum limit has been breached.
- 5.4 Council may wish to bear in mind that a 1% change in Southend-on-Sea Borough Council's element of the Council Tax is £13.24 per annum for a Band D property. This equates to an amount of circa £0.77 million in the revenue budget for each 1% change.
- 5.5 The proposed Council Tax increase of 2.99% will mean a Band D level of £1,284.09 per annum on the Southend-on-Sea element of the Council Tax. This equates to an annual increase of £39.56 and a weekly increase of 76p. The Statutory Budget Determinations and amount of Council Tax for Southend-on-Sea Borough Council is shown in Appendix 4;
- 5.6 The total Council Tax payable by tax payers consists of Southend-on-Sea Borough Council precept, the Adult Social Care precept and the precepts for Essex Fire & Rescue Services and Essex Police. Where applicable it also includes Leigh-on-Sea Town Council precept.

### **Precepts**

- 5.7 Leigh-on-Sea Town Council has declared its precept for 2019/20 at £421,625 (2018/19 = £411,692). Based on their council tax base of 8,839.09, the Town Council element of the total Council Tax bill will increase from £46.89 to £47.70 at Band D, equivalent to an increase of 1.73% from 2018/19. This only applies to the area covered by the Town Council.
- 5.8 For Essex Police an increase in its Council Tax has been approved by the Police, Fire & Crime Commissioner. This represents a Council Tax of £192.96 (2018/19 = £169.02) per Band D property, which equates to an increase on the respective 2018/19 level of 14.16%.
- 5.9 For Essex Fire & Rescue Services an increase in its Council Tax has been approved by the Police, Fire and Crime Commissioner. This represents a Council Tax of £72.45 (2018/19 = £70.38) per Band D property, which equates to an increase on the respective 2018/19 level of 2.94%.

- 5.10 This budget also continues with the Adult Social Care Precept at a level of 8.0% (an increase of 1.5% over the previous year). The proposed level equates to an annual increase of £19.84 (from £78.29 to £98.13) equivalent to a weekly increase of 38p at the Band D Council Tax level.

### Levies

- 5.11 The Council is required to pay relevant levying bodies, who have all now provided their required levy for 2019/20 and the position for 2019/20 compared to 2018/19 is identified in the table below. The final approved levy also includes anticipated year-end adjustments for 2018/19 and 2019/20;

Levy Body	2018/19 Probable Actual	2019/20 Estimate	Percentage Increase
	£'000	£'000	%
Kent & Essex Inshore Fisheries & Conservation Authority	21.5	21.5	0.0
Flood Defence – Environment Agency	194.8	200.5	2.9
Coroners Court	414.8	417.1	0.6
<b>Total</b>	<b>631.1</b>	<b>639.1</b>	

The 2019/20 budget proposed at Cabinet on 12 February 2019 included a total sum for levies of £643,000, which includes the £3,940 payment to Leigh-on-Sea Town Council for the Local Council Tax Support Scheme. The final approved levies and year-end adjustments for 2019/20 total £639,100. Therefore, no amendment is required to the levies budget for 2019/20. However, if there are any final adjustments to the above levies for 2019/20 this will be funded through contingency.

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

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



5.15 At its meeting on 12 February 2019, the Cabinet considered the special expenses to apply in 2019/20 and recommended that there were no special expenses in addition to the Leigh-on-Sea Town Council's precept.

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

## **6. Capital Investment Programme**

6.1 The Cabinet also considered proposals for the Capital Investment Programme for 2018/19 to 2023/24 and referred the proposals set out at Appendix 3 (i) and (ii) to this report.

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

6.3 The full impact of the borrowing costs required to fund the proposed programme have been included in the Council's current financial planning for 2018/19 to 2023/24. The 2019/20 revenue budget incorporates the required borrowing costs as part of the budget requirement for 2019/20. In summary, it is my view, as the Council's Chief Financial Officer, that the 2018/19 to 2023/24 Capital Investment Programme is Prudent, Affordable and Sustainable.

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

## **7. Medium Term Financial Strategy (MTFS)**

7.1 The Medium Term Financial Strategy that was approved in February 2018 was for a four year period up to the financial year 2021/22. It has been updated as a result of the recent Local Government Finance Settlement, changes to the projections in the current financial planning figures and alignment with the Council's 2050 ambition, 5 year road map and identified outcomes.

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

7.3 The updated and full MTFS for the period 2019/20 to 2023/24 is included within the General Fund Revenue Budget 2019/20 report to Cabinet 12 February 2019 at Appendix 14.

7.4 The MTFS shows a projected further budget gap for the Council of £18.6 million for the following four financial years. This is set out in detail in Appendix 5 and in summary as follows;

2020/21	£7.5 million
2021/22	£4.3 million
2022/23	£3.5 million
2023/24	£3.3 million
<b>Total</b>	<b>£18.6 million</b>

## 8. 2020/21 and Beyond

- 8.1 In addressing the national economic situation the Government has continued to emphasise the need to look further at a programme of public sector spending restraint and reconfiguration. This was reinforced in the Chancellor's Autumn Budget Statement on 29 October 2018 with further restriction placed on the Government's public spending plans for Local Government. The tightening and reduction of Government funding contributions to local government funding along with the Government's current and future funding reforms, means that the current financial challenges for 2020/21 and beyond will continue. This needs to be seen as part of a continued period of financial entrenchment that Local Government has already encountered. Councils will need to consider a much longer spending reduction programme than previously identified by Central Government and which also links into the impending need for Council's to work towards a position of financial self-sustainability.
- 8.2 This report predominantly addresses, as we are required to do, a detailed budget for 2019/20 but it is also appropriate to identify the areas the Council should continue to explore in order to meet the budget constraints of future years and also tailor the services it provides and review its role within national policy and local circumstances. As we start addressing the Councils Ambition 2050 and the South Essex vision 2050 we need to be mindful of how we align and prioritise our resources to achieve these visions but also ensure we focus on delivering our required outcomes.
- 8.3 Like all local authorities in England, Southend-on-Sea Borough Council is facing unprecedented financial challenges. The Council has, over a number of years, addressed significant funding gaps whilst also achieving improved efficiency and service delivery. In the current, and forecast, period of national financial stringency the scale of financial contraction is such as to challenge the scale, nature and purpose of the role of the Council.
- 8.4 Traditionally, and particularly over recent years, the nature of Council activity has seen an increase in the level of directly delivered services for the local populace and for local businesses and visitors. Many services have been delivered on a universal basis and free or at limited cost. As funding continues to reduce greater pressure is being placed upon the services provided by the Council and also the way in which these are delivered. Since the beginning of the national fiscal situation the Council has striven to sustain its full range of services but this will need to be challenged as we move forward and work towards delivering against the Council's agreed 23 outcomes.
- 8.5 The Council may need to increase focus on the delivery of its services in a targeted way, concentrating on delivering services to those residents who need the Council's help. The Council will also need to adopt this as an approach in tailoring the delivery of its many statutory services. To underpin this approach the Council will also reposition its role as one to work alongside the community, its residents and businesses, to help support the many factors affecting their lives as is possible.

- 8.6 The Council will continue to adopt an increasing approach of working, and delivering services, in partnership with other agencies, the voluntary and commercial sectors, and the community itself. As part of this approach the Council will encourage the sustenance of community services in collaboration with the local communities, encouraging community capacity to operate in appropriate circumstances.
- 8.7 The Council will also seek to address critical issues such as equality, disadvantage, lack of attainment and poverty by working with communities themselves, seeking enhanced training and opportunity and by fostering and promoting the local economy and thereby enhancing opportunities for aspiration, attainment, household income and personal achievement.
- 8.8 As the Government funding reforms are implemented we will soon be in a position where our funding to maintain/improve our council services will come from three main areas;
- Business Rates
  - Council Tax
  - Other forms of income we can generate e.g. Fees & Charges, commercial activity, traded services, etc

Therefore, this will mean an era of financial self-sustainability for Local Authority's and that longer term and focussed outcome based budgeting will be the key. This essentially will mean the prioritisation and reallocation to our outcomes of all our resources both Capital and Revenue alongside our people and our physical assets.

- 8.9 The Council will therefore seek to ensure that the Council Tax and Business rates bases are improved and income collection levels are at least maintained. In addition, the Council will explore innovative income generation opportunities that will assist with increasing the Council's revenue sources to assist with meeting the need to be financially self-sustainable and to support the delivery of our outcomes. As part of this there is the intention to look greater at commercial opportunities for services of the Council.
- 8.10 Given the financial challenge we have and will continue to face for a number of years, a continued programme of corporate working will continue with this efficiency drive and to help support the identification of savings for future years. This will allow us to have a programme driving transformational change in the organisation and will allow a clear focus on delivery of the required savings that will be required over this period.
- 8.11 Over the coming year it will be extremely important to consider future year potential savings proposals in anticipation of delivering tailored services for the community whilst addressing the known budget reductions required from our total budget and reflecting the estimated significant government grant reductions. This will also need to be reflected in a longer term and outcome based budgeting approach to ensure there is the prioritisation and reallocation of our complete resource base.

8.12 It is currently anticipated arising from the Autumn Budget Statement in late 2018, that further savings in the order of £19 million will be required from the Council's circa £230 million annual gross budget (after excluding Schools, HRA and Housing Benefits) for the four years 2020/21 to 2023/24.

## **9. Corporate Implications and Conclusion**

9.1 The corporate implications of the proposed Council Budget have been set out in the relevant reports to the Cabinet meetings of 17 January 2019 and 12 February 2019.

9.2 In reaching decisions on budget proposals and Council Tax, Members will need to bear in mind all the detailed advice provided by officers both in reports to the Cabinet and information supplied directly. Regard must be had for the impact of decisions both in the coming year and subsequent years.

9.3 Finally, Members should also note that in setting the Council budget and Council tax level that all the information, advice and recommendations contained in the full suite of reports on the draft budget presented to Cabinet on 17 January 2019 and the full suite of reports on the final budget presented to Cabinet on 12 February 2019 represent part of the decision making process and all that detailed report information needs to be fully considered and recognised alongside this Council report.

## **10. Background Papers**

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

10.2 In addition, Background Papers include:

- (i) Minutes of the Cabinet meeting 17 January 2019;
- (ii) Minutes of the Cabinet meeting 12 February 2019;
- (iii) Minutes of the various Scrutiny Committees from 28 January to 30 January 2019 and feedback from the Business Sector and Voluntary Sector consultation meeting on 17 January 2019.

## **11. Appendices**

Appendix 1	Revenue Budget and Council Tax 2019/20
Appendix 2 (i)	General Fund Budget Investment 2019/20
Appendix 2 (ii)	General Fund Budget Reductions 2019/20
Appendix 3 (i)	Capital Programme 2018/19 to 2023/24
Appendix 3 (ii)	Capital Programme new schemes and additions
Appendix 4	Council Tax Resolution 2019/20
Appendix 5	Medium Term Financial Plan 2019/20 to 2023/24

**SOUTHEND-ON-SEA - REVENUE BUDGET AND COUNCIL TAX 2019/20**

£'000

Base Budget 2019/20	123,150
Net Budget Investment/Reductions (Appendix 2) (excluding Public Health)	2,497
Total Budget Requirement 2019/20	<u>125,647</u>

Less:	
Revenue Support Grant	(5,925)
Business Rates Retained	(36,467)
Reserves and Balances	(2,500)
	<u>(44,892)</u>

Council Tax Requirement (Council Tax and Adult Social Care Precept)	<u>80,755</u>
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Council Tax Base 58,424.44

Council Tax Band D 1,382.22  
(Southend-on-Sea element)

**Overall Council Tax - Band D equivalent**

	Band D Council Tax £	Increase %	Band D Council Tax £	Increase %
	Leigh on Sea		Unparished Area	
<b>Souhend-on-Sea Borough Council (including Adult Social Care Precept)</b>	<b>1,382.22</b>	<b>4.49%</b>	<b>1,382.22</b>	<b>4.49%</b>
<b>Essex Police</b>	<b>192.96</b>	<b>14.16%</b>	<b>192.96</b>	<b>14.16%</b>
<b>Essex Fire &amp; Rescue Services</b>	<b>72.45</b>	<b>2.94%</b>	<b>72.45</b>	<b>2.94%</b>
<b>Leigh on Sea Town Council</b>	<b>47.70</b>	<b>1.73%</b>	<b>-</b>	<b>-</b>
	<b><u>1,695.33</u></b>	<b><u>5.36%</u></b>	<b><u>1,647.63</u></b>	<b><u>5.47%</u></b>

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**2019/20 - 2021/22 BUDGET INVESTMENT****A COMMUNITY SAFETY****A1 Community Safety Hub - £285,000**

Additional permanent staffing resources for the Community Safety Hub as approved at Cabinet 19/6/18.

**A2 Grounds Maintenance - £100,000**

This additional investment requirement is a result of continuing demand pressure in the Grounds Maintenance budget, as a result of the income budget for selling services not being realised.

**Sub Total for Community Safety****£385,000****B HEALTH & WELLBEING****B1 Housing Benefit/Localised Council Tax Scheme Administration Grant - £90,000**

This Government grant income provides funding support to the Local Authority for the administrative running of the national Housing Benefit and Localised Council Tax Scheme. The Department for Works and Pensions (DWP) announces annually the Local Authority allocations for the above grant. Nationally the total available for distribution for this overall grant has reduced year on year and the consequent reduction in the Council's annual grant for 2019/20 from the DWP is £90,000.

Given the high risks around the recent introduction of Universal Credit and its implications for benefits staffing in dealing with this new process coupled with the need to ensure that housing benefit subsidy is maximised for administrative delay and local authority error it is important that the grant income reduction is addressed by this investment.

**B2 Outdoor sports - £100,000**

The number of sports clubs renting pitches, paying fees and participating in organised team sports has decreased in successive recent years. National statistics show there is a reduction of 21% in football between 2011 and 2015 alone, which is reflected in the number of leagues and teams now in operation locally. Cricket teams have also suffered year on year reductions. Participation in other physical activities such as running and cycling have grown, but these do not command any income to the Council.

**2019/20 - 2021/22 BUDGET INVESTMENT****B3 Golf – £90,000**

Golf is another sport to have suffered considerable loss of participation and subsequent income to the Council. Coupled with increasing competition from private clubs, the Council's income budget has not reflected this shift in consumer behaviour and needs adjusting to align the income budget with actual income.

**Sub Total for Health & Wellbeing****£280,000****C CHILDREN & LIFELONG LEARNING**

Members will be aware of the national increase of demand in Children's services over the past 5 years. The Association of Directors of Children's Services (ADCS) and Local Government Association (LGA) have raised this issue with central government that unlike Adults services where the Better Care Fund (BCF), Improved Better Care Fund (iBCF) and the precept has given local authorities additional resources to meet that demand, this has not been forthcoming for children's services. In addition to the increase of need and demand, the raising of the bar in the recent Ofsted Inspection regime means additional resources were required following the 2016 Single Inspection service. As a result a detailed financial review has been undertaken and recommends the following.

**C1 Getting it right for Every Child (Demand strategy) for children's services - £1,108,000**

Externally commissioned research into need and resources within Children's Services highlighted Southend as having less funding than both the England average and other similar local authorities. A strategy is being developed in conjunction with our transformation programme to ensure we are best placed to meet increased demand in the short term and to ensure appropriate services are in place to reduce demand in the medium to long term. The funding will facilitate the additional social work posts funded temporarily following the Ofsted inspection to be made permanent and additional post to maintain and improve outcomes for children and families. In total there will be an additional 6 to establishment of new qualified social workers to grow our own, 7 additional social worker places (5 of which are in post on temporary basis through the Ofsted improvement) 2.5 additional more senior staff to oversee practice and 2 additional administration

**C2 Edge of Care Team - £330,000 (and a further £250,000 annually from 2020/21)**

The Edge of Care team has successfully supported children and young people to either remain safely at home or out of care, return home from care, or in a sustained foster placement, thus avoiding high cost residential placements. A detailed review of this service indicates cost savings/avoidance of £1.3m over a year. To ensure continued success this investment will allow us to make all temporary resources permanent.



**2019/20 - 2021/22 BUDGET INVESTMENT****C3 Adolescent Team - £275,000**

The development of the Adolescent Team followed the innovated work with vulnerable young people which has strengthened families and improved relationships, enabling children to remain living safely within the family home safely and sustainably. This work was commended in the recent JTAI inspection. To ensure continued success and following the increased identification of young people at risk of exploitation this investment will allow us to make all temporary resources permanent.

**C4 Increase fees for foster carers to prevent loss of capacity - £100,000**

To keep up with increased living costs and prevent the risk of foster capacity dropping and potentially causing an increase on high cost placements, there is a need to invest in increased foster carer fees. This investment, over and above inflation, also ensures we keep children locally placed and will, alongside the edge of care investment, contribute to savings in external high cost placements for 19/20.

**C5 Early years funding - £350,000**

As part of the Dedicated Schools Grant (DSG), historically £500K has been transferred between schools and early years (EY) to fund early year's development and training over and above the seven statutory duties it is required to deliver. This has resulted in a very high performance profile for EY in the Borough, which in turn leads to a good start in schools. This funding employs under contract EY professionals, which comes to an end in March 2019. Under the National Funding Formula, this will no longer be possible. An investment request is being made to fill this gap. The risk associated with this gap is if this if we in not getting this funding is that over time, readiness for school and outcomes will diminish.

**C6 SEN children costs rising particularly ASD provision - £100,000**

Specialist Provision for pupils of mainstream intellectual ability whose Autism prevents them from accessing mainstream school could be placed in mainstream school by the expansion of Autism Resource Bases (ARB)'s. Currently Southend has two ARBs supporting key stage 1 but pupils needing access to such provision in key stage 2-4 do not have that available and are placed often inappropriately in special schools or in expensive independent schools away from their local community. We propose a one off pump priming investment over 2 years to support mainstream schools to support these pupils whilst at the same time reducing costs for schools over the short term. Over the two years of this investment we will support mainstream schools to create a longer term sustainable plan in managing these pupils This cost can also be offset by the cost of placing those pupils in special schools or independent school placements which may mean with rigorous admission criteria there is a minimal revenue cost (or even a saving) to the high needs block by introducing the additional places in ARBs.

**2019/20 - 2021/22 BUDGET INVESTMENT****C7 Virtual Schools funding - £75,000**

The Head Teacher of the Virtual School will pull together a request for funding to support the continued improvement and growth in the virtual school. Due to the increase in looked after children numbers this permanent investment is needed to ensure operational matters do not detract from sustained improvement in outcomes and is to recruit a Deputy Head teacher post.

**Sub Total for Children and Lifelong Learning****£2,338,000****D ADULT SERVICES****D1 Adult Social Care - £3,362,000**

There continues to be year on year pressures on adult services including demographic (£500k) and transition from Children's to Adults pressures (£400k) as well as National Living Wage (NLW) implications (£1,000k). In addition, further investment will be made to enable the on-going transformation work. This level of investment means that all new resources being made available through the iBCF, social care precept and the ring fenced element of the social care grant are being invested in adult social care. This strategic approach replaces the need for standalone investments to cover NLW, demographic and transition pressures.

**Sub Total for Adult Services****£3,362,000****E STAFFING CAPACITY****E1 Customer Service Staffing - £170,000**

To create additional management capacity and a technical/user support team to ensure the ongoing development and take up of "MySouthend". This investment will improve and enhance the customer interface with the Council and will provide evidence and data to assist with service redesign. This investment will be offset by savings detailed in D2 and D3; namely the deletion of the Group Manager post for Bereavement services and other staffing savings that will be realised through the roll out of phase 2 of the channel shift project.

**2019/20 - 2021/22 BUDGET INVESTMENT****E2 Corporate Strategy Staffing - £75,000**

Additional staffing around communications and policy/strategy to support/deliver the Southend 2050 ambition, themes and outcomes. Additional capacity and capability particularly around the use of insights (intelligent data), service redesign, user research and outcome based planning will be essential in the next phase of the organisation's development. This investment will ensure that data and intelligence is used consistently across the organisation to inform policy development and service redesign. It will introduce capacity and capability in this area, whilst at the same time maintaining/enhancing the community engagement function. The investment will also strengthen the communications resource and allow for proactive media (including social media) and reputational management.

<b><u>Sub Total for Staffing Capacity</u></b>	<b><u>£245,000</u></b>
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<b><u>TOTAL INVESTMENT</u></b>	<b><u>£6,610,000</u></b>
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**Summary**

<b>Community Safety</b>	<b>385,000</b>
<b>Health &amp; Well Being</b>	<b>280,000</b>
<b>Children &amp; Lifelong Learning</b>	<b>2,338,000</b>
<b>Adult Services</b>	<b>3,362,000</b>
<b>Staffing Capacity</b>	<b><u>245,000</u></b>
<b>Total Proposed Investment</b>	<b><u>£6,610,000</u></b>

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**2019/20 – 2021/22 BUDGET REDUCTIONS****A INCOME – COMMERCIAL ACTIVITIES****A1 Commercial property income - £455,000**

As a result of a commercial acquisition in late 2017/18 and a new letting in the Civic Centre Campus an additional annual lease income of £455,000 will be generated in a full year from 2019/20.

**Sub Total for Income – Commercial Activities****£455,000****B INCOME – NEW/ADDITIONAL****B1 Asset rental and leases - £100,000**

The return on income in this area continues to improve as a result of close review and monitoring of rentals and leases and therefore an additional sum of £100k will be generated annually from 2019/20.

**B2 Investment Income - £250,000**

Some of the Council's cash balances are invested over the medium and long term with the aim of realising higher yields than short term investments. Further investment in long term funds was made in the early part of 2018/19. The price of units can rise and fall and in some quarters the returns are good but in other quarters there may be losses. The interest equalisation reserve is used to meet any temporary losses against the annual investment income budget and the amounts contributed to/from this reserve will depend on the actual annual investment performance against the budget.

The setting of the correct level of budget is therefore important as it should allow for sufficient reserves to be built up in preparation for any temporary losses, but not to build up too high a level. The further investment in the long term funds will allow the increase in the underlying income budget by £250k without impacting on the Council's ability to meet temporary losses.

**Sub Total for Income - New/Additional****£350,000**

**2019/20 – 2021/22 BUDGET REDUCTIONS****C TRANSFORMATION****C1 Locality working/community engagement – £1,100,000**

Further embedding an empowering and enabling approach that focuses on the strengths, assets, and resources of the individual. We will continue to foster and encourage maximum independence and support the individual in their personal responsibility for maintaining their own wellbeing. The concepts of prevention, re-ablement and enablement are key to this vision to create an asset/strength based approach to supporting people to maintain a decent quality of life.

The continuation in adopting a collaborative, whole system approach incorporating locality working will support a council wide preventative approach, reducing demand within the health and social care sector. This approach also has the potential to reduce overall demand across wider council services such as highways, waste, customer services etc. Community engagement, promotion of resident's accord and asset based assessments and support planning, including the use of LL portals has potential to create efficiencies and further reduce demand on council wide functions.

**C2 Children's services adopting locality approach and use of technology – £200,000**

Alignment of our children's services transformation programme with our counterpart work in adult services will provide opportunities in the latter part of 19/20. Examples being explored include delivering some services through localities and, use of technological efficiencies following further embedding of our new social care system.

**C3 Reduced high cost placements linked to Edge of care – £500,000**

Permanent investment in the Edge of Care team is expected to result in more children returning home from care, leading to a reduction in the cost of placements. In addition the team will support in house foster placements at high risk of disruption, which could lead to high cost external residential placements. This saving is also supported by the investment in additional foster carers fees which will keep children placed locally.

**C4 Public Health role in Council services - £160,000**

**Culture Team** - This is to permanently place a management focus on public health outcomes driven through the cultural offer and built into appropriate job descriptions (£60k)

**Housing** - One off funding to Private Housing scheme to support our local drive to reduce health inequalities and improve health and wellbeing by tackling damp surroundings that cause respiratory diseases, fuel poor and reduce the risk of trips and falls, in these properties (£50k)

**Children's** - One off funding to Children Centre services to support our renewed vision in the expansion of the ABSS programme and re-alignment with the health visiting service – part of a new model development (£50k)

**2019/20 – 2021/22 BUDGET REDUCTIONS**

**C5 Pathways - £40,000**  
A proposal to replace broken pavements (paving stones) in new areas with lower cost black top rather than paving slabs. Existing colour areas to be replaced on a like for like basis.

**C6 Central reservation greenery - £25,000**  
This proposal is to review the planted greenery in various central reservations to reduce annual maintenance costs and assisting traffic management costs from not closing roads.

**Sub Total for Transformation****£2,025,000****D STAFFING RESTRUCTURES**

**D1 Finance & Resources Staffing - £70,000**  
Arising from a restructure and the deletion of the Group Manager post in the Benefits team a saving of £70k pa can be realised.

**D2 Cemeteries and Crematoria Staffing - £100,000**  
The deletion of a Group Manager post in this team with realise a saving of £75k pa and a staffing structure review will delete a further post of £25k.

**D3 Channel Shift Staffing - £75,000 (2020/21 - 2021/22 further savings to be identified)**  
With the rollout of the Channel Shift Programme staff savings in the Contact Centre and Business Support function in the Place Department will be realised over the next three years.

**D4 Joint contracts and commissioning efficiencies – £200,000**  
Build on the work carried out by procurement to look at alignment of contract and commissioning functions across Adult social care and Integrated Commissioning. This will be a joint piece work between the three service areas with a view to streamline appropriate functions and review the wider structures across the two service areas.

**D5 Learning services savings – £150,000**  
Savings will be made through a targeted review of staffing roles/functions within the service. Roles will either be merged where efficiency savings can be found, or deleted where possible.

**D6 Tickfield Centre restructuring - £40,000**  
As a result of merging the Tickfield team into Property and Estate Management one team leader post will be removed in the restructure planned for April 2019.

**Sub Total for Staffing Restructures****£635,000**





**2019/20 – 2021/22 BUDGET REDUCTIONS****Public Health Proposals**

Public Health is ring fenced and the proposed net reduction of £250,000 contains the budget in line with the Public Health grant allocation for 2019/20.

<b>Savings:</b>	<b>Amount</b>
	<b>£'s</b>
Management costs savings (2 admin posts)	(53,000)
Unallocated/ overachieved 18/19 savings	(129,000)
Smoking Cessation	(35,000)
Sexual Health contract procurement	(142,000)
0-5 contract procurement	<u>(231,000)</u>
<b>Total Savings</b>	<b><u>(590,000)</u></b>
<b>Investments:</b>	
NHS Health Checks Co-ordinators	50,000
Domestic abuse prevention, IDVA and MARAT	75,000
Healthy Schools & Emotional health	<u>15,000</u>
<b>Total unfunded ongoing programmes</b>	<b><u>140,000</u></b>
Domestic Abuse (SET contribution)	40,000
0-5 Management Post & Development	100,000
Community- led development Place post	<u>60,000</u>
<b>Total New Initiatives</b>	<b><u>200,000</u></b>
<b>Total proposed net savings for Public Health</b>	<b>(250,000)</b>

**2019/20 – 2021/22 BUDGET REDUCTIONS****Housekeeping Efficiencies 2019/20****Salaries and Employee Associated Costs - £18,000**

Underspends against National Insurance Contributions for Members, staff training in the Regulatory Services team and staff advertising in the Enterprise and Community team

**Travel Expenses - £20,500**

Underspends in the Traffic Management, Parks and Environmental teams

**Supplies and Services - £126,000**

Underspends across Strategic Services, the Traffic Management and Food Safety teams, the Forum, Southend Pier and the Royal Pavilion

**Contractors - £94,500**

Surplus base budget for Contractors in Planning and Transport, Culture and Tourism and Public Protection and Waste

**Advertising - £4,000**

Unspent budgets in the Tourism, Marketing and Development team

**Corporate Initiatives - £23,000**

Unused budget in this area

**Housing Revenue Account (HRA) - £52,000**

HRA recharge adjustment to align with budget

**Additional income generation - £30,000**

Book Group Service - Charge £20 per annum per group (£3k)

Museum Services income - This will be additional income over current fees and charges (£7k)

Pier Train Charges - In addition to the MTFs assumption of 2% an average of 10p on pier train tickets will be added (£10k)

Prittlewell Prince Publication for sale following the Saxon archaeological finds exhibition scheduled in 2019. £5 per book (£5k)

Preparation of University of Essex book stock for the Forum (£5k)

**Total proposed Housekeeping Efficiencies - £368,000**

**Proposed Capital Investment Programme 2018/19 to 2023/24 - Summary by Area of Investment**

**Appendix 3(i)**

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
General Fund Housing	1,438	1,695	1,375	577	-	-	<b>5,085</b>
Council Housing and New Build Programme	9,058	12,410	14,377	9,694	6,560	6,560	<b>58,659</b>
Social Care	881	952	-	-	-	-	<b>1,833</b>
Schools	13,086	14,282	391	-	-	-	<b>27,759</b>
Enterprise and Regeneration	3,941	13,500	7,520	5,698	-	-	<b>30,659</b>
Southend Pier	3,158	2,468	6,915	5,900	-	-	<b>18,441</b>
Culture and Tourism	4,801	5,218	13,930	3,960	-	-	<b>27,909</b>
Community Safety	199	1,741	1,000	-	-	-	<b>2,940</b>
Highways and Infrastructure	10,243	13,548	18,661	2,420	295	295	<b>45,462</b>
Works to Property	1,289	1,969	6,513	8,582	-	-	<b>18,353</b>
Energy Saving	133	1,426	350	377	-	-	<b>2,286</b>
ICT	3,458	2,559	40	-	-	-	<b>6,057</b>
S306/S38/CIL	963	943	35	171	-	-	<b>2,112</b>
<b>TOTAL CAPITAL INVESTMENT PROGRAMME</b>	<b>52,648</b>	<b>72,711</b>	<b>71,107</b>	<b>37,379</b>	<b>6,855</b>	<b>6,855</b>	<b>247,555</b>

**Total budget for 2019/20 to 2023/24:**

**194,907**

**Proposed Capital Investment Programme 2018/19 to 2023/24**

**Appendix 3(i)**

Scheme	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
<b>General Fund Housing</b>								
Disabled Facilities Grant	C10145	1,138	900	900	577			3,515
Empty Dwelling Management	C10020	150	207					357
PSH Works in Default - Enforcement Work	C10503	50	88					138
Private Sector Renewal	C10146	100	500	475				1,075
<b>Total General Fund Housing</b>		<b>1,438</b>	<b>1,695</b>	<b>1,375</b>	<b>577</b>	<b>-</b>	<b>-</b>	<b>5,085</b>
<b>Council Housing and New Build Programme</b>								
Bathroom Refurbishment	C10161	43	263	42	59	52	96	555
Central Heating	C10162	1,010	951	374	197	161	771	3,464
Common Areas Improvement	C10168	1,616	3,364	864	864	864	864	8,436
Environmental - H&S works	C10163	1,780	698	1,080	1,080	1,080	1,080	6,798
Kitchen Refurbishments	C10164	163	691	984	1,002	875	1,107	4,822
Rewiring	C10165	170	221	342	501	739	411	2,384
Roofs	C10166	1,115	419	1,184	1,335	1,145	1,187	6,385
Windows and Doors	C10167	332	247	1,110	862	944	344	3,839
Future Programme (MRA & Decent Homes)	C10298	-	-	-	-	-	-	-
HRA Disabled Adaptations - Major Adaptations	C10015	784	650	650	650	650	650	4,034
HRA Disabled Adaptations - Minor Adaptations	C10257	100	50	50	50	50	50	350
Sheltered Housing DDA works	C10177		345					345
S106 HRA Land Review	C10685	1,455	1,450					2,905
Construction of New Housing on HRA Land	C10684	45	2,892	7,697	3,094			13,728
Acquisition of leasehold property	C10909	275						275
Acquisition of tower block leaseholds - Queensway	C10614	170	169					339
<b>Total Council Housing and New Build Programme</b>		<b>9,058</b>	<b>12,410</b>	<b>14,377</b>	<b>9,694</b>	<b>6,560</b>	<b>6,560</b>	<b>58,659</b>
<b>Social Care</b>								
Community Capacity	C10526	177						177
Dementia Friendly Environments	C10598	17						17
Children's Residential Care Provision	C10960		700					700
SEND Module and Integration with Liquid Logic	C10961	30	90					120
Learning Management System	C10929	120						120
Mental Health Funding Stream	C10184	36						36
Transforming Care Housing	C10689	1	162					163
LATC - Delaware and Priory	C10621	500	-	-				500
<b>Total Social Care</b>		<b>881</b>	<b>952</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,833</b>

**Proposed Capital Investment Programme 2018/19 to 2023/24**

**Appendix 3(i)**

Scheme	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
<b>Schools</b>								
AHDC Short Breaks for Disabled Children	C10282		64					64
Healthy School Capital Funding	C10991	52						52
Adult Community College rainwater goods	C10989	67						67
Chalkwell Infants Main Building Windows	C10870	1						1
Chalkwell Hall Infants replace relocatables (SBC 50%)	C10988	-	109					109
Chalkwell Hall Infants Energy Project	New		300					300
Chalkwell Hall Juniors roofs	C10987	10	100					110
Children's Centre - Landlords Maintenance	C10990	45						45
Earls Hall Primary heating	C10986	40						40
Eastwood Primary roof	C10985	150	50					200
Fairways Primary Boiler	New	60						60
Fairways Primary roof	C10983	-	15					15
Fairways Primary curtain walling	C10984	150	240					390
Friars Fire Systems Replacement	C10647	1						1
Future condition projects	C10024	73						73
Futures Heating and Pipe Ducts	C10714	-	68					68
Leigh North Street boiler	C10982	110						110
West Leigh Infant Boiler	New		160					160
Devolved Formula Capital	C10014	125						125
Friars Primary School	C10864	332						332
Temple Sutton - Early Years	C10992	10						10
Expansion of 2 yr old Childcare Places	C10558	60	5					65
School Improvement and Provision of School Places	C10475	11,800	12,711					24,511
Special Provision Capital Fund	C10910	-	460	391				851
<b>Total Schools</b>		<b>13,086</b>	<b>14,282</b>	<b>391</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,759</b>
<b>Enterprise and Regeneration</b>								
Airport Business Park (including Local Growth Fund)	C10261	3,200	12,600	7,520	5,698			29,018
City Deal - Incubation Centre	C10668	31						31
Better Queensway - Regeneration	C10747	710	650					1,360
Housing Infrastructure Feasibility	C10956		250					250
<b>Total Enterprise and Regeneration</b>		<b>3,941</b>	<b>13,500</b>	<b>7,520</b>	<b>5,698</b>	<b>-</b>	<b>-</b>	<b>30,659</b>
<b>Southend Pier</b>								
Southend Pier - Bearing Refurbishment (Phase One)	C10885	919						919
Southend Pier - Condition Works Engineers	C10697	750	1,200	415				2,365
Southend Pier - Condition Works Surveyors	C10918	354	518					872
Southend Pier - Pier Entrance Enhancement	C10887	186						186
Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)	C10884	49						49
Southend Pier - Prince George Extension (Phase Two)	C10905	150		1,000	1,158			2,308
Southend Pier - Replacement of Pier Trains	New		250	3,000				3,250
Southend Pier - Structural Works	New			500				500
Southend Pier - Timber Outer Pier Head	C10886	750	500	2,000	4,742			7,992
<b>Total Southend Pier</b>		<b>3,158</b>	<b>2,468</b>	<b>6,915</b>	<b>5,900</b>	<b>-</b>	<b>-</b>	<b>18,441</b>

**Proposed Capital Investment Programme 2018/19 to 2023/24**

**Appendix 3(i)**

Scheme	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
<b>Culture and Tourism</b>								
Belfairs Swim Centre	C10623		42					42
Chase Sports and Fitness Centre - Lighting Fitting Replacement	C10875	54						54
Shoeburyness Leisure Centre – Building Management	C10965	85						85
Southchurch Park Bowls Pavillion	C10739		20					20
Southend Cliffs - Replacement of Handrails	C10881	16	15					31
Southend Leisure and Tennis Centre - Building Management System (BMS) Control	C10882	47						47
Wheeled Sports Facility Central Southend Area	C10966	2	248					250
Allotments Water Supply Upgrade	C10967	61	149					210
Badger Setts in Priory Park and Sidmouth Park	C10993	70						70
Chalkwell Park and Priory Park Tennis Courts	C10682	30						30
Parks Feasibility and Options Appraisals	C10968	-	25					25
Playground Gates	C10779		123					123
Replacement and Upgrade of Parks Furniture	C10879	16	44	30				90
Replacement of Play Equipment	C10780	47						47
Shoebury Common Regeneration	C10964	50	250					300
Sidmouth Park - Replacement of Play Equipment	C10880	12	57					69
Southchurch Park Tow Path	C10781	199						199
Forum II – SBC Match Funding to LGF	C10979	500	1,000	13,500	3,950			18,950
Kiosks in Libraries	New		40					40
Library Review	C10624	7	179					186
Cliffs Pavilion – Auditorium Air Handling Unit	C10969	25	90					115
Cliffs Pavilion – Boiler Flues	C10970	10	115					125
Cliffs Pavilion – Chiller	C10971	5	170					175
Cliffs Pavilion - External Refurbishment works	C10876	83	223					306
Cliffs Pavilion - Power Supply Equipment	New		30	140				170
Joint Theatres and Leisure Centres – Asbestos	C10972	-	115					115
Palace Theatre - Air Handling Units	C10782	230						230
Palace Theatre Boilers Replacement	C10877	13						13
Palace Theatre - Power Supply Equipment	New		30	140				170
Palace Theatre - Replacement of Asbestos Stage Safety Curtain	C10878	83						83
Central Museum Works	C10867		249					249
Inflatable Planetarium	New		35					35
Prittlewell Prince Research	C10043	13	25					38
Prittlewell Prince Storage	C10696		35					35
New Artist Studios	C10973	70	805					875
Belton Hills Steps	C10777	1,485						1,485
Energy Improvements in Culture Property Assets	C10565		110					110
Fire Improvement Works	C10974	500	500					1,000
"Make Southend Sparkle" Initiative	C10778	7	19	10	10			46
Property Refurbishment Programme	C10626	900	337					1,237
Pump Priming Budget	C10044	128	90	110				328
Queen Victoria statue - security fence	C10997	2	23					25
Resorts Services Signage	C11007	20	25					45
Resorts Assets	C10883	31						31
<b>Total Culture and Tourism</b>		<b>4,801</b>	<b>5,218</b>	<b>13,930</b>	<b>3,960</b>	<b>-</b>	<b>-</b>	<b>27,909</b>

**Proposed Capital Investment Programme 2018/19 to 2023/24**

**Appendix 3(i)**

Scheme	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
<b>Community Safety</b>								
CCTV Equipment Renewal	C10894	99	1,341	1,000				2,440
Security Measures	C10957	100	400					500
<b>Total Community Safety</b>		<b>199</b>	<b>1,741</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,940</b>
<b>Highways and Infrastructure</b>								
Cliff Slip Investigation Works	C10784	100	153					253
Coastal Defence (Shoebury Common Sea Defence Scheme)	C10011	186	200	3,795				4,181
Improving Resilience of the Borough to Flooding from Extreme Weather Events	C10888	8	213					221
Manor Road Cliff Stabilisation	C10963	100	225					325
Flood Prevention Works	C10962		-	1,125	1,125			2,250
Carriageways and Footways Improvements	C10786	1,000	2,000	1,000	1,000			5,000
Cinder Path	C10115	70	30					100
Highways Maintenance - Potholes	C10588	763	65	65				893
Improve Footway Condition Around Highway Trees	C10953	150	200					350
Improved Car Park Signage and Guidance Systems	C10890	144	210					354
Town Centre Redevelopment Improvements - Highways (NPIF)	C10889	615	1,235					1,850
Traffic Signs Upgrade	New		100	100	100	100	100	500
Prittlebrook Greenway - Undermining	C10923	75						75
Southend Highway Flood Reduction and Resilience Improvement Scheme	C10921	565						565
Car Park Improvements	New		100	100	100	100	100	500
Coach Parking	C10954	250						250
Parking Strategy	C10955	200						200
LTP (Integrated Transport block) - Bridge Strengthening	C10512	306	575	300				1,181
LTP (Integrated Transport block) - Better Sustainable Transport	C10384	153	780	400				1,333
LTP (Integrated Transport block) - Better Networks	C10671	504	535	400				1,439
LTP (Integrated Transport block) - Traffic Management Schemes	C10513	400	400	400				1,200
LTP (Integrated Transport block) - Traffic Control Systems	C10470	161	356	201				718
LTP - Maintenance	C10076	1,006	696	671				2,373
LTP - Maintenance - Street Lighting	C10708	150	150	150				450
Local Growth Fund - A127 Growth Corridor	C10699	1,860	2,800	7,629				12,289
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)	C10702	976	2,000	2,000				4,976
A127 Junction Improvements	C10553	397						397
HCA Progress Road	C10254	18						18
Southend Transport Model	C10058	40	525	325	95	95	95	1,175
Travel Centre - Bus Service Provision in the Town Centre	C10892	46						46
<b>Total Highways and Infrastructure</b>		<b>10,243</b>	<b>13,548</b>	<b>18,661</b>	<b>2,420</b>	<b>295</b>	<b>295</b>	<b>45,462</b>

**Proposed Capital Investment Programme 2018/19 to 2023/24**

**Appendix 3(i)**

Scheme	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
<b>Works to Property</b>								
62 Avenue Road - demolition	C10922	5	44					49
Belfairs Park Restaurant/Golf Club Preventative Works	C10959	190						190
Civic Campus - Efficient Use of Space	New		200	150	150			500
Civic East Car Park Redevelopment	C10748	8	42		4,790			4,840
Commercial Property Investment	C10749	300	-	-				300
Conduit repointing and refurbishment	C11010	5						5
Darlows Green former WCs demolition	C10919	40						40
Demolition of Public WCs at Pitmans Close	C11009	30						30
East Beach Café Project	C10644		32					32
Herbert Grove Security	C10854	8						8
Land Acquisition Works	C10913				1,867			1,867
Library Car Park Reconstruction and Enhancement	C10750	50		4,083	1,775			5,908
New Beach Huts Phase 2	C10631	6						6
Pier Arches External Landlord Works	C11003	93						93
Pier Arches toilets - waterproofing solution	C10734	30						30
Porters Civic House and Cottage	C10571	5						5
Priory House EPH Fire Alarms	C10977	32						32
Ropers Farm Cottages - water supply	C10840	5						5
Seaways Development Enabling Works	C10643	4						4
Seaways - HCA Condition Funding	C10656		170					170
SMAC Eastern Esplanade Slipway	C11000	27						27
Working Environment	C11001	50						50
Urgent Works To Property	C10181	16						16
Cemetery - Ride on Mower	New			30				30
Crematorium Drives and Car Park Resurfacing	New		10	60				70
Crematorium - Urgent Structural Repairs to Chimney	New		500					500
Essential Crematorium/Cemetery Equipment	C10572	17						17
Pergola Walk Memorial Scheme	C10755	7						7
Replacement Boiler at Southend Crematorium	C10866	1	129					130
Civic Centre Boilers	C10980	245	300	1,000				1,545
Public Toilet Provision	New		40	660				700
Replacement of Coffin Charger	C11011	23	-					23
Sutton Road Cemetery Road Repairs	New			40				40
Priority Works	C10121	92	502	490				1,084
<b>Total Works to Property</b>		<b>1,289</b>	<b>1,969</b>	<b>6,513</b>	<b>8,582</b>	<b>-</b>	<b>-</b>	<b>18,353</b>
<b>Energy Saving</b>								
Beecroft - Theatre Lighting and Draughtproofing	C10996	8						8
Civic Centre CHP/Lifts Feasibility	C10930	5						5
Civic Centre Lifts Regeneration	C10931	-	33					33
Energy Efficiency Projects	C10788	12	220	250	277			759
Old Beecroft Ground Source Heat Pump Feasibility	C10932	-	15					15
Pier Energy Efficiency Scheme	C10933	58						58
Real Time Air Quality Measurement - Feasibility	C10958	10	65					75
Solar PV Projects	C10789	10	947					957
Schools and Council Buildings Solar PV	C10740	-	146	100	100			346
Two Tree Island Contamination Study	C10995	30						30
<b>Total Energy Saving</b>		<b>133</b>	<b>1,426</b>	<b>350</b>	<b>377</b>	<b>-</b>	<b>-</b>	<b>2,286</b>



**Proposed Capital Investment Programme 2018/19 to 2023/24**

**Appendix 3(i)**

Scheme	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
<b>ICT</b>								
Channel Shift	C10757	393	100					493
DEFRA Inspire III	C10640	4						4
Disaster Recovery Relocation	C11008	-	55					55
Extending WiFi in Council Premises	C11002	40	70					110
HR Recruitment Contract Implementation	C10994	60	90					150
N3 Connectivity in Civic Building	C10767	-	231					231
ICT - Core Application and Database Migration	C10895		71					71
ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System	C10637	1,010						1,010
ICT - Central Government IT Security Compliance	C10898	-	139					139
ICT – Cyber Security/Public Services Network	C10950	40	40	40				120
ICT - Southend Operation Centre	C10904	53	425					478
ICT - Digitally Enable the Council Offices	C10897	19						19
ICT Enterprise Agreement	C10636	329	345					674
ICT – Health and Social Care – GovRoam	C10951	-	20					20
ICT - Phones Migration and Re-Tender	C10900	225	22					247
ICT Rolling Replacement Programme	C10576	259	250					509
ICT - Southend Network Monitoring Equipment	C10901	19						19
ICT – Wide Area Network Enhancements	C10952	120						120
Mobile Device End Point Protection Replacement	C10768	90						90
Northgate - Revenues and Benefits application	C11004	32	18					50
Place - Culture and Enterprise and Tourism - EPOS System	C10758	26						26
Remote Working Enhancements	New		50					50
Replacement and Enhancement to Cash Receipting System	C10578	238						238
Software Licencing	C10426	400	400					800
IoT Smart City Delivery	C10580	101	233					334
<b>Total ICT</b>		<b>3,458</b>	<b>2,559</b>	<b>40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,057</b>
<b>S106/S38/CIL</b>								
S106 3 Acacia Drive 1401434FULM - affordable housing	C10857		177					177
S106 Essex House 1600116DOV - affordable housing	C10852		320					320
S106 3-5 High Street 1501496AMDT - affordable housing	C10915	196						196
S106 845-849 London Rd 1601030AMDT – affordable housing	C10946	143						143
S106 St Hildas 1700530AMDT - affordable housing	C10934	11						11
S106 32-36 Valkyrie Rd 1700893DOV5 - affordable housing	C10926	218						218
S106 23/04/2015 Hinguar and Saxon - public art contribution	C10845	18						18
S106 Ajax Works 0300130ful - landscaping maintenance	C10199	6						6
S106 Albany Court 1500369AMDT - public art contribution	C10846	25						25
S106 Avenue Works 1401968AMDT - Public Art	C10801		15					15
S106 Former Balmoral 1400914FULM – public art contribution	C10861	1						1
S106 Bellway Prittlebrook 1400943FULM - Local play facilities	C10804	-	15					15
S106 Former College 1000225FUL - Tree Replacement	C10207	-	11					11
S106 Garrison 0000777 Deposit - information boards	C10811	-	2					2
S106 Garrison 0000777 Deposit - Junior Play Area maintenance	C10812	-	10					10
S106 Garrison 0000777 Deposit - Toddler Play Area maintenance	C10815	-	6					6
S106 Garrison Park Store	C10188	-	1					1

**Proposed Capital Investment Programme 2018/19 to 2023/24**

**Appendix 3(i)**

Scheme	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
S106 Lifstan Way 0000273 Out - Open Space Maintenance	C10269	3	78					81
S106 North Shoebury Road 0301504out - Public Art	C10819	58	4					62
S106 North Shoebury Road 0301504out - Shoebury Park Enhancement	C10205	10	35					45
S106 North Shoebury Road 0301504out - Shoebury Park Maintenance	C10820	27	43	35	171			276
S106 Sunlight Ldry 1400411FULM - Public Art	C10821	13						13
S106 22-23 The Leas 0700820FULM - bus service contribution	C10832		43					43
S106 Essex House 1500521FULM - bus stop improvement	C10793		3					3
S106 Former College 1500803BC4M - parking survey contribution	C10893	10						10
S106 Avenue Works 1401968AMDT - cycleway improvement	C10727	1						1
S106 Bellway Prittlebrook 1400943FULM - TRO Contribution	C10808	4						4
S106 High Works Shoe Garrison	C10213	2						2
S106 Albany Court 1500369AMDT - signage contribution	C10842	10						10
S106 Hinguar 1401672BC4M - highway contribution	C10851	5						5
S106 North Road and Salisbury Ave 1200056 - Highway Works Contribution	C10816	2						2
S106 Sunlight Ldry 1400411FULM - Highway Works	C10686	2						2
S106 Texsol Kenway 1500468FULM - highway	C10849	2						2
S106 Texsol Kenway 1500468FULM – public realm contribution	C10858	14						14
S106 Seec 0200500ful - Highway Works	C10073	104						104
S106 Univ H-Way0401561ful	C10196	13						13
S38/S278 Airport 0901960 Fulm	C10275	14	65					79
S38 Bellway Homes 14/00943/fulm	C10746	4	74					78
S38 Old Hinguar School	C10859	4						4
S78 Bellway Homes 14/00943/fulm	C10730	2	8					10
S38 Fossetts Farm Bridleway	C10193	20	28					48
S38 Garrison NBP Road Supp Fee	C10267	3	5					8
S38 Inspection Magazine Rd	C10190	5						5
CIL Ward NA – Chalkwell – Landscaping on Chalkwell	C10936	2						2
CIL Ward NA – Milton – Milton Park improvements	C10938	5						5
CIL Ward NA – Milton – Street signs	C10939	2						2
CIL Ward NA – Milton – Park Street replacement bollards	C10940	3						3
CIL Ward NA – St Lukes – Cluny Sq Park improvements (5 a side goals/seating)	C10942	-						-
S106 Garrison 0000777 Depost - CCTV	C10810	1						1
<b>Total S106/S38/CIL</b>		<b>963</b>	<b>943</b>	<b>35</b>	<b>171</b>	<b>-</b>	<b>-</b>	<b>2,112</b>
<b>TOTAL CAPITAL INVESTMENT PROGRAMME</b>		<b>52,648</b>	<b>72,711</b>	<b>71,107</b>	<b>37,379</b>	<b>6,855</b>	<b>6,855</b>	<b>247,555</b>

**Proposed Capital Investment Programme 2018/19 to 2023/24 - Schemes subject to external funding approval/viable business cases**

Appendix 3(i)

General Fund Schemes Subject to External Funding Approval	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
A127 Bell Junction Improvements	C10699			2,150				2,150
Cart and Wagon Shed	New		200	650				850
<b>TOTAL SCHEMES SUBJECT TO EXTERNAL FUNDING APPROVAL</b>		-	<b>200</b>	<b>2,800</b>	-	-	-	<b>3,000</b>

General Fund Schemes Subject to Viable Business Cases	Project code	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
LATC - Delaware and Priory	C10621		9,219	2,362				11,581
ICT - Southend Operations Centre	C10904		1,000	1,000				2,000
Cliffs Pavilion - External Refurbishment Works	C10876		100	900				1,000
Southend Pier - Pavilion Platform Technical Design (Gateway Review Two) and Construction	New		500	7,000	3,000			10,500
<b>SCHEMES SUBJECT TO VIABLE BUSINESS CASES</b>		-	<b>10,819</b>	<b>11,262</b>	<b>3,000</b>	-	-	<b>25,081</b>
Commercial Property Investment	C10749							<b>23,478</b>
<b>TOTAL SCHEMES SUBJECT TO VIABLE BUSINESS CASES:</b>								<b>48,559</b>

**Proposed Capital Investment Programme 2018/19 to 2023/24 -**

	Total Budget (all years) £000
<b>TOTAL CAPITAL INVESTMENT PROGRAMME (ASSUMING ALL SCHEMES SUBJECT TO EXTERNAL FUNDING /VIABLE BUSINESS CASES ARE APPROVED)</b>	<b>299,114</b>

Scheme	Pride and Joy	Safe and Well	Active and Involved	Opportunity and Prosperity	Connected and Smart
<b>General Fund Housing</b>					
Disabled Facilities Grant		✓			
Empty Dwelling Management		✓			
PSH Works in Default - Enforcement Work		✓			
Private Sector Renewal		✓			
<b>Council Housing and New Build Programme</b>					
Bathroom Refurbishment		✓			
Central Heating		✓			
Common Areas Improvement		✓			
Environmental - H&S works		✓			
Kitchen Refurbishments		✓			
Rewiring		✓			
Roofs		✓			
Windows and Doors		✓			
Future Programme (MRA & Decent Homes)		✓			
HRA Disabled Adaptations - Major Adaptations		✓			
HRA Disabled Adaptations - Minor Adaptations		✓			
Sheltered Housing DDA works		✓			
S106 HRA Land Review		✓			
Construction of New Housing on HRA Land		✓			
Acquisition of leasehold property		✓			
Acquisition of tower block leaseholds - Queensway		✓			
<b>Social Care</b>					
Community Capacity			✓		
Dementia Friendly Environments		✓			
Children's Residential Care Provision		✓			
SEND Module and Integration with Liquid Logic					✓
Learning Management System					✓
Mental Health Funding Stream		✓			
Transforming Care Housing		✓			
LATC - Delaware and Priory		✓			

Scheme	Pride and Joy	Safe and Well	Active and Involved	Opportunity and Prosperity	Connected and Smart
<b>Schools</b>					
AHDC Short Breaks for Disabled Children		✓			
Healthy School Capital Funding				✓	
Adult Community College rainwater goods				✓	
Chalkwell Infants Main Building Windows				✓	
Chalkwell Hall Infants replace relocatables (SBC 50%)				✓	
Chalkwell Hall Infants Energy Project		✓			
Chalkwell Hall Juniors roofs				✓	
Children's Centre - Lanlords Maintenance				✓	
Earls Hall Primary heating				✓	
Eastwood Primary roof				✓	
Fairways Primary Boiler				✓	
Fairways Primary roof				✓	
Fairways Primary curtain walling				✓	
Friars Fire Systems Replacement				✓	
Future condition projects				✓	
Futures Heating and Pipe Ducts				✓	
High North Street boiler				✓	
West Leigh Infant Boiler				✓	
Devolved Formula Capital				✓	
Friars Primary School				✓	
Temple Sutton - Early Years				✓	
Expansion of 2 yr old Childcare Places				✓	
School Improvement and Provision of School Places				✓	
Special Provisiion Capital Fund				✓	
<b>Enterprise and Regeneration</b>					
Airport Business Park (including Local Growth Fund)				✓	
City Deal - Incubation Centre				✓	
Better Queensway - Regeneration				✓	
Housing Infrastructure Feasibility				✓	
<b>Southend Pier</b>					
Southend Pier - Bearing Refurbishment (Phase One)	✓				
Southend Pier - Condition Works Engineers	✓				
Southend Pier - Condition Works Surveyors	✓				
Southend Pier - Pier Entrance Enhancement	✓				
Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)	✓				
Southend Pier - Pavilion Platform Technical Design (Gateway Review Two) and Construction	✓				
Southend Pier - Prince George Extension (Phase Two)	✓				
Southend Pier - Replacement of Pier Trains	✓				
Southend Pier - Structural Works	✓				
Southend Pier - Timber Outer Pier Head	✓				

Scheme	Pride and Joy	Safe and Well	Active and Involved	Opportunity and Prosperity	Connected and Smart
<b>Culture and Tourism</b>					
Belfairs Swim Centre	✓				
Chase Sports and Fitness Centre - Lighting Fitting Replacement		✓			
Shoeburyness Leisure Centre – Building Management		✓			
Southchurch Park Bowls Pavillion	✓				
Southend Cliffs - Replacement of Handrails	✓				
Southend Leisure and Tennis Centre - Building Management System (BMS) Control		✓			
Wheeled Sports Facility Central Southend Area			✓		
Allotments Water Supply Upgrade		✓			
Badger Setts in Priory Park and Sidmouth Park	✓				
Chalkwell Park and Priory Park Tennis Courts	✓				
Parks Feasibility and Options Appraisals	✓				
Playground Gates		✓			
Replacement and Upgrade of Parks Furniture	✓				
Replacement of Play Equipment	✓				
Shoebury Common Regeneration				✓	
Sidmouth Park - Replacement of Play Equipment	✓				
Southchurch Park Tow Path	✓				
Forum II – SBC Match Funding to LGF	✓				
Kiosks in Libraries	✓				
Library Review	✓				
Cliffs Pavilion – Auditorium Air Handling Unit		✓			
Cliffs Pavilion – Boiler Flues		✓			
Cliffs Pavilion – Chiller		✓			
Cliffs Pavilion - External Refurbishment works	✓				
Cliffs Pavilion - Power Supply Equipment		✓			
Joint Theatres and Leisure Centres – Asbestos		✓			
Palace Theatre - Air Handling Units		✓			
Palace Theatre Boilers Replacement		✓			
Palace Theatre - Replacement of Asbestos Stage Safety Curtain		✓			
Palace Theatre - Power Supply Equipment		✓			
Central Museum Works	✓				
Inflatable Planetarium	✓				
New Museum - Gateway Review	✓				
Prittlewell Prince Research	✓				
Prittlewell Prince Storage	✓				

Scheme	Pride and Joy	Safe and Well	Active and Involved	Opportunity and Prosperity	Connected and Smart
New Artist Studios	✓		✓		
Cart and Wagon Shed					
Belton Hills Steps	✓				
Energy Improvements in Culture Property Assets		✓			
Fire Improvement Works		✓			
"Make Southend Sparkle" Initiative	✓				
Property Refurbishment Programme	✓				
Pump Priming Budget	✓				
Queen Victoria statue - security fence	✓				
Resorts Services Signage					✓
Resorts Assets	✓				
<b>Community Safety</b>					
CCTV Equipment Renewal		✓			
Security Measures		✓			
<b>Highways and Infrastructure</b>					
Cliff Slip Investigation Works		✓			
Coastal Defence (Shoebury Common Sea Defence Scheme)	✓				
Improving Resilience of the Borough to Flooding from Extreme Weather Events		✓			
Manor Road Cliff Stabilisation		✓			
Flood Prevention Works		✓			
Carriageways and Footways Improvements					✓
Cinder Path					✓
Highways Maintenance - Potholes					✓
Improve Footway Condition Around Highway Trees					✓
Car Park Improvements					✓
Improved Car Park Signage and Guidance Systems					✓
Town Centre Redevelopment Improvements - Highways (NPIF)					✓
Prittlebrook Greenway - Undermining					✓
Southend Highway Flood Reduction and Resilience Improvement Scheme					✓
Coach Parking					✓
Parking Strategy					✓
LTP (Integrated Transport block) - Bridge Strengthening					✓
LTP (Integrated Transport block) - Better Sustainable Transport					✓
LTP (Integrated Transport block) - Better Networks					✓
LTP (Integrated Transport block) - Traffic Management Schemes					✓
LTP (Integrated Transport block) - Traffic Control Systems					✓
LTP - Maintenance					✓
LTP - Maintenance - Street Lighting					✓
Local Growth Fund - A127 Growth Corridor					✓
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)					✓
A127 Junction Improvements					✓
HCA Progress Road					✓
Southend Transport Model					✓
Traffic Signs Upgrade					✓
Travel Centre - Bus Service Provision in the Town Centre					✓

Scheme	Pride and Joy	Safe and Well	Active and Involved	Opportunity and Prosperity	Connected and Smart
<b>Works to Property</b>					
62 Avenue Road - demolition		✓			
Belfairs Park Restaurant/Golf Club Preventative Works	✓				
Civic Campus - Efficient use of Space					✓
Civic East Car Park Redevelopment		✓			
Commercial Property Investment				✓	
Conduit repointing and refurbishment		✓			
Darlows Green former WCs demolition		✓			
Demolition of Public WCs at Pitmans Close		✓			
East Beach Café Project	✓				
Herbert Grove Security		✓			
Land Acquisition Works				✓	
Library Car Park Reconstruction and Enhancement					✓
New Beach Huts Phase 2	✓				
Pier Arches External Landlord Works		✓			
Pier Arches toilets - waterproofing solution		✓			
Porters Civic House and Cottage	✓				
Priory House EPH Fire Alarms		✓			
Public Toilet Provision		✓			
Ropers Farm Cottages - water supply		✓			
Seaways Development Enabling Works				✓	
Seaways - HCA Condition Funding				✓	
SMAC Eastern Esplanade Slipway	✓				
Working Environment		✓			
Urgent Works To Property		✓			
Cemetery - Ride on Mower		✓			
Essential Crematorium/Cemetery Equipment		✓			
Crematorium Drives and Car Park Resurfacing		✓			
Crematorium - Urgent Structural Repairs to Chimney		✓			
Pergola Walk Memorial Scheme	✓				
Replacement Boiler at Southend Crematorium		✓			
Civic Centre Boilers		✓			
Replacement of Coffin Charger		✓			
Sutton Road Cemetery Road Repairs		✓			
Priority Works		✓			
<b>Energy Saving</b>					
Beecroft - Theatre Lighting and Draughtproofing		✓			
Civic Centre CHP/Lifts Feasibility		✓			
Civic Centre Lifts Regeneration		✓			
Energy Efficiency Projects		✓			
Old Beecroft Ground Source Heat Pump Feasibility		✓			
Pier Energy Efficiency Scheme		✓			
Real Time Air Quality Measurement - Feasibility		✓			
Solar PV Projects		✓			
Schools and Council Buildings Solar PV		✓			
Two Tree Island Contamination Study		✓			



Scheme	Pride and Joy	Safe and Well	Active and Involved	Opportunity and Prosperity	Connected and Smart
<b>ICT</b>					
Channel Shift					✓
DEFRA Inspire III					✓
Disaster Recovery Relocation					✓
Extending WiFi in Council Premises					✓
HR Recruitment Contract Implementation					✓
N3 Connectivity in Civic Building					✓
ICT - Core Application and Database Migration					✓
ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System					✓
ICT - Central Government IT Security Compliance					✓
ICT – Cyber Security/Public Services Network					✓
ICT - Southend Operation Centre					✓
ICT - Digitally Enable the Council Offices					✓
ICT Enterprise Agreement					✓
ICT – Health and Social Care – GovRoam					✓
ICT - Phones Migration and Re-Tender					✓
ICT Rolling Replacement Programme					✓
ICT - Southend Network Monitoring Equipment					✓
ICT – Wide Area Network Enhancements					✓
Mobile Device End Point Protection Replacement					✓
Northgate - Revenues and Benefits application					✓
Place - Culture and Enterprise and Tourism - EPOS System					✓
Remote Working Enhancements					✓
Replacement and Enhancement to Cash Receipting System					✓
Software Licencing					✓
IoT Smart City Delivery					✓
<b>S106/S38/CIL</b>					
S106 3 Acacia Drive 1401434FULM - affordable housing		✓			
S106 Essex House 1600116DOV - affordable housing		✓			
S106 3-5 High Street 1501496AMDT - affordable housing		✓			
S106 845-849 London Rd 1601030AMDT – affordable housing		✓			
S106 St Hildas 1700530AMDT - affordable housing		✓			
S106 32-36 Valkyrie Rd 1700893DOV5 - affordable housing		✓			
S106 23/04/2015 Hinguar and Saxon - public art contribution	✓				
S106 Ajax Works 0300130ful - landscaping maintenance	✓				
S106 Albany Court 1500369AMDT - public art contribution	✓				
S106 Avenue Works 1401968AMDT - Public Art	✓				
S106 Former Balmoral 1400914FULM – public art contribution	✓				
S106 Bellway Prittlebrook 1400943FULM - Local play facilities	✓				
S106 Former College 1000225FUL - Tree Replacement	✓				
S106 Garrison 0000777 Deposit - information boards					✓
S106 Garrison 0000777 Deposit - Junior Play Area maintenance		✓			
S106 Garrison 0000777 Deposit - Toddler Play Area maintenance		✓			
S106 Garrison Park Store	✓				

Scheme	Pride and Joy	Safe and Well	Active and Involved	Opportunity and Prosperity	Connected and Smart
S106 Lifstan Way 0000273 Out - Open Space Maintenance	✓				
S106 North Shoebury Road 0301504out - Public Art	✓				
S106 North Shoebury Road 0301504out - Shoebury Park Enhancement	✓				
S106 North Shoebury Road 0301504out - Shoebury Park Maintenance	✓				
S106 Sunlight Ldry 1400411FULM - Public Art	✓				
S106 22-23 The Leas 0700820FULM - bus service contribution					✓
S106 Essex House 1500521FULM - bus stop improvement					✓
S106 Former College 1500803BC4M - parking survey contribution					✓
S106 Avenue Works 1401968AMDT - cycleway improvement					✓
S106 Bellway Prittlebrook 1400943FULM - TRO Contribution					✓
S106 High Works Shoe Garrison					✓
S106 Albany Court 1500369AMDT - signage contribution					✓
S106 Hinguar 1401672BC4M - highway contribution					✓
S106 North Road and Salisbury Ave 1200056 - Highway Works Contribution					✓
S106 Sunlight Ldry 1400411FULM - Highway Works					✓
S106 Teksol Kenway 1500468FULM - highway					✓
S106 Teksol Kenway 1500468FULM – public realm contribution	✓				
S106 Seec 0200500ful - Highway Works					✓
S106 Univ H-Way0401561ful					✓
S38/S278 Airport 0901960 Fulm					✓
S38 Bellway Homes 14/00943/fulm		✓			
S38 Old Hinguar School				✓	
S78 Bellway Homes 14/00943/fulm		✓			
S38 Fossetts Farm Bridleway					✓
S38 Garrison NBP Road Supp Fee					✓
S38 Inspection Magazine Rd					✓
CIL Ward NA – Chalkwell – Landscaping on Chalkwell	✓				
CIL Ward NA – Kursaal – Annual community event at Southchurch Hall			✓		
CIL Ward NA – Milton – Milton Park improvements	✓				
CIL Ward NA – Milton – Street signs					✓
CIL Ward NA – Milton – Park Street replacement bollards					✓
CIL Ward NA – St Lukes – Cluny Sq Park improvements (5 a side goals/seating)	✓				
S106 Garrison 0000777 Depost - CCTV		✓			

**PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME**

**Appendix 3(ii)**

Investment Area/Theme	Code	Scheme Description	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Southend Pier	New	Southend Pier - Replacement of Pier Trains	250	3,000				3,250
<b>Total Pride and Joy</b>			<b>250</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,250</b>
Social Care	C10960	Children's Residential Care Home	300					300
Works to Property	New	Crematorium Drives and Car Park Resurfacing	10	60				70
Works to Property	New	Crematorium - Urgent Structural Repairs to Chimney	500					500
Community Safety	C10894	CCTV Upgrade	1,040	1,000				2,040
Culture and Tourism	New	Cliffs Pavilion - Power Supply Equipment	30	140				170
Culture and Tourism	New	Palace Theatre - Power Supply Equipment	30	140				170
Schools	New	Chalkwell Hall Infants Energy Project	300					300
Works to Property	C10980	Civic Centre Boilers	300	1,000				1,300
Works to Property	New	Public Toilet Provision	40	660				700
<b>Total Safe and Well</b>			<b>2,550</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,550</b>
Works to Property	New	Civic Campus - Efficient Use of Space	200	150	150			500
ICT	C11002	ICT - Extending WiFi in Council Premises	70					70
Highways & Infrastructure	C10786	Highways Planned Maintenance Investment	1,000	1,000	1,000			3,000
Highways & Infrastructure	New	Car Park Improvements	100	100	100	100	100	500
Highways & Infrastructure	C10058	Southend on Sea Traffic Model	525	325	95	95	95	1,135
Highways & Infrastructure	New	Traffic Signs Upgrade	100	100	100	100	100	500
<b>Total Connected and Smart</b>			<b>1,995</b>	<b>1,675</b>	<b>1,445</b>	<b>295</b>	<b>295</b>	<b>5,705</b>
<b>TOTAL GENERAL FUND</b>			<b>4,795</b>	<b>7,675</b>	<b>1,445</b>	<b>295</b>	<b>295</b>	<b>14,505</b>
Housing and New Build Programme	Various	HRA Future Investment Programme	640	480	6,600	6,560	6,560	20,840
<b>Total Safe and Well</b>			<b>640</b>	<b>480</b>	<b>6,600</b>	<b>6,560</b>	<b>6,560</b>	<b>20,840</b>
<b>TOTAL HOUSING REVENUE ACCOUNT</b>			<b>640</b>	<b>480</b>	<b>6,600</b>	<b>6,560</b>	<b>6,560</b>	<b>20,840</b>
<b>New schemes/additions:</b>			<b>5,435</b>	<b>8,155</b>	<b>8,045</b>	<b>6,855</b>	<b>6,855</b>	<b>35,345</b>

**PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME**

**Appendix 3(ii)**

<b>Schemes Subject to External Funding Approval:</b>			<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>Total Budget (all years)</b>
<b>Investment Area</b>	<b>Code</b>	<b>Scheme Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>£000</b>
			<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Highways & Infrastructure	C10553	A127 Bell Junction Improvements		2,150				2,150
Culture and Tourism	New	Cart and Wagon Shed	200	650				850
<b>Total Local Growth Fund</b>			<b>200</b>	<b>2,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,000</b>

<b>Schemes Subject to Viable Business Case Approval:</b>			<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>Total Budget (all years)</b>
<b>Investment Area</b>	<b>Code</b>	<b>Scheme Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>£000</b>
			<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
ICT	C10904	ICT - Southend Operation Centre	1,000	1,000				2,000
Culture and Tourism	C10876	Cliffs Pavilion - External Refurbishment Works	100	900				1,000
Southend Pier	New	Southend Pier - Pavilion Platform Technical Design (Gateway Review Two) and Construction	500	7,000	3,000			10,500
<b>Schemes Subject to Viable Business Case Approval</b>			<b>1,600</b>	<b>8,900</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>13,500</b>
Works to Property	C10749	Commercial Property Investment						20,000
<b>Total Schemes Subject to Viable Business Case Approval:</b>								<b>33,500</b>

**PURPOSE**

The purpose of this Appendix is to enable the Council to calculate and set the Council Tax for 2019/20.

**PRECEPT LEVELS**

The following precept levels have been received.

- The Cabinet of **Southend-on-Sea Borough Council** met on 12 February 2019 and decided to recommend a Council Tax Requirement of **£80,755,429**, which includes an Adult Social Care Precept of **£5,733,190**. Assuming this is approved by the Council on 21 February 2019, this will result in a Southend-on-Sea Borough Council Band D Council Tax of **£1,382.22**, an increase of £59.40 (4.49%) on the previous year.
- **Essex Police and Crime Panel** met on 24 January 2019 and approved the proposals of the Office of the Police and Crime Commissioner for a precept of **£11,273,580**. This results in a 2019/20 Police and Crime Commissioner Band D Council Tax of **£192.96**, an increase of £23.94 (14.16%) on the previous year.
- **Essex Fire Authority** met on 24 January 2019 and set their precept at **£4,232,851**. This results in a 2019/20 Fire Authority Band D Council Tax of **£72.45**, an increase of £2.07 (2.94%) over the previous year.
- The **Leigh Town Council** met on 22 January 2019 and set their precept at **£421,625**. This results in a Town Council Band D Council Tax of **£47.70**, an increase of £0.81 (1.73%) on the previous year.

**The total of all precepts levied is therefore £96,683,485. This results in an average total Band D Council Tax of £1,654.85 across all areas, an increase of £85.48 (5.45%) on the previous year. For the unparished area, the total Band D Council tax will be £1,647.63, an increase of £85.41 (5.47%) on the previous year, and for the parished area the total Band D Council tax will be £1,695.33, an increase of £86.22 (5.36%) on the previous year.**

Subject to the Council approving the Council Tax Resolution, the following tables summarise Council Tax bills for 2019/20.

**RESOLUTION 0 – Substantive Motion**

**Table 1 – summary of average Band D Council Tax bill**

Authority	2018/19 Band D £	2019/20 Band D £	Increase %	Increase/ year £	Increase/ week £
Southend-on-Sea Borough Council	1,322.82	1,382.22	4.49%	59.40	1.14
Essex Police CC	169.02	192.96	14.16%	23.94	0.46
Essex Fire Authority	70.38	72.45	2.94%	2.07	0.04
<b>Total Band D Unparished Area</b>	<b>1,562.22</b>	<b>1,647.63</b>	<b>5.47%</b>	<b>85.41</b>	<b>1.64</b>
Leigh Town Council	46.89	47.70	1.73%	0.81	0.02
<b>Total Band D Parished Area</b>	<b>1,609.11</b>	<b>1,695.33</b>	<b>5.36%</b>	<b>86.22</b>	<b>1.66</b>
<b>TOTAL Band D Average all areas</b>	<b>1,569.37</b>	<b>1,654.85</b>	<b>5.45%</b>	<b>85.48</b>	<b>1.64</b>

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

Band	Proportion of Band D	2018/19 Council Tax before Discounts £	2019/20 Council Tax before Discounts £	Increase over 2018/19 £	Weekly increase over 2018/19 £	Weekly increase SBC element £
A	6/9ths	1,041.48	1,098.42	56.94	1.10	0.76
B	7/9ths	1,215.06	1,281.49	66.43	1.28	0.89
C	8/9ths	1,388.64	1,464.56	75.92	1.47	1.02
D	9/9ths	1,562.22	1,647.63	85.41	1.64	1.14
E	11/9ths	1,909.38	2,013.77	104.39	2.01	1.40
F	13/9ths	2,256.54	2,379.91	123.37	2.38	1.65
G	15/9ths	2,603.70	2,746.05	142.35	2.74	1.90
H	18/9ths	3,124.44	3,295.26	170.82	3.28	2.28

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

<b>Band</b>	<b>Proportion of Band D</b>	<b>2018/19 Council Tax before Discounts £</b>	<b>2019/20 Council Tax before Discounts £</b>	<b>Increase over 2018/19 £</b>	<b>Weekly increase over 2018/19 £</b>	<b>Weekly increase SBC element £</b>
A	6/9ths	1,072.74	1,130.22	57.48	1.11	0.76
B	7/9ths	1,251.53	1,318.59	67.06	1.29	0.89
C	8/9ths	1,430.32	1,506.96	76.64	1.48	1.02
D	9/9ths	1,609.11	1,695.33	86.22	1.66	1.14
E	11/9ths	1,966.69	2,072.07	105.38	2.03	1.40
F	13/9ths	2,324.27	2,448.81	124.54	2.40	1.65
G	15/9ths	2,681.85	2,825.55	143.70	2.77	1.90
H	18/9ths	3,218.22	3,390.66	172.44	3.31	2.28

The formal Council Tax Resolution is set out overleaf.

## COUNCIL TAX RESOLUTION

The Council is recommended to resolve as follows:

1. To note that on 17 January 2019 the Cabinet calculated the Council Tax Base 2019/20:
  - (a) for the whole Council area as 58,424.44
  - (b) for dwellings in those parts of its area to which a Parish precept relates (Leigh Town Council) as 8,839.09.
2. To determine that the Council Tax requirement for the Council's own purposes for 2019/20 (excluding town/parish precepts) is £80,755,429.
3. That the following amounts be calculated for the year 2019/20 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended (the Act):
  - (a) £357,759,625 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by town/parish councils.
  - (b) -£276,582,571 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
  - (c) £81,177,054 Being the amount by which the aggregate of 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (including town/parish precepts).
  - (d) £1,389.44 Being the amount at 3(c) above, divided by the Council Tax Base shown at 1(a) above, as the basic amount of its Council Tax for the year (including town/parish precepts)
  - (e) £421,625 Being the aggregate amount of all special items (town/parish precepts) referred to in Section 34(1) of the Act (as per the attached Annex 1)
  - (f) £1,382.22 Being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by the Council Tax Base shown at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Town/Parish precept relates.
4. To note that Essex Police and Crime Commissioner and the Fire Authority have issued precepts to the Council in accordance with Section 40 of the Act for each category of dwellings in the Council's area as indicated in the table below.

## RESOLUTION 0 – Substantive Motion



5. That the Council, in accordance with Sections 30 and 36 of the Act, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2019/20 for each part of its area and for each of the categories of dwellings.

£	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Southend-on-Sea Borough Council	921.48	1,075.06	1,228.64	<b>1,382.22</b>	1,689.38	1,996.54	2,303.70	2,764.44
Essex Police Authority	128.64	150.08	171.52	<b>192.96</b>	235.84	278.72	321.60	385.92
Essex Fire Authority	48.30	56.35	64.40	<b>72.45</b>	88.55	104.65	120.75	144.90
<b>Aggregate amounts excluding town council</b>	1,098.42	1,281.49	1,464.56	<b>1,647.63</b>	2,013.77	2,379.91	2,746.05	3,295.26

6. Determines that the Council's basic amount of Council Tax for 2019/20 is **not excessive** in accordance with the principles approved under Section 52ZB of the Act, and as shown in the calculation below.

(a) Percentage increase defined by the Secretary of State as constituting an excessive increase for 2019/20: 4.50%

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

2018/19 amount	£1,322.82
2019/20 amount	£1,382.22
Percentage increase:	4.49%

The figure at 6(b) is less than the figure at 6(a) above and therefore the Council's basic amount of Council Tax for 2019/20 is **not excessive** and no referendum is required.

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

## LEIGH TOWN COUNCIL – 2019/20 TAXBASE AND PRECEPT

Taxbase	2019/20 Precept	2019/20 Band D	2018/19 Band D	Increase / (Decrease)	Amount Required by Parish 2017/18								
					Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	
	£	£	£	%									
8,839.09	421,625	47.70	46.89	1.73	31.80	37.10	42.40	<b>47.70</b>	58.30	68.90	79.50	95.40	

## COMBINED COUNCIL TAX 2019/20

Council Tax 2019/20	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Ratio to Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Unparished Area	1,098.42	1,281.49	1,464.56	<b>1,647.63</b>	2,013.77	2,379.91	2,746.05	3,295.26
Parished Area	1,130.22	1,318.59	1,506.96	<b>1,695.33</b>	2,072.07	2,448.81	2,825.55	3,390.66

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## SOUTHEND-on-SEA BOROUGH COUNCIL

Medium Term Financial Forecast  
2019/20 to 2023/24

	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000
Base Budget					
From prior year	123,036	125,647	136,633	139,661	142,791
LESS					
Appropriations to/from Reserves in prior year	(5,436)	(1,538)	1,809	1,829	1,485
Revenue Contributions to Capital	(5,058)	(5,376)	(66)	(10)	0
Less other one-off expenditure/savings	1,933	1,254	(2,410)	(1,790)	(300)
Adjusted Base Budget	114,475	119,987	135,966	139,690	143,976
Appropriations to/from reserves	1,538	(1,809)	(1,829)	(1,485)	(1,799)
Revenue Contributions to Capital (funded from Earmarked Reserves)	5,376	66	10	0	0
Other one-off/time limited expenditure bids	(1,254)	2,410	1,790	300	0
Inflation and other increases	2,590	2,590	2,590	2,590	2,590
Corporate Cost Pressures	4,043	6,107	1,905	983	1,140
Directorate Savings/Pressures					
On-going Corporate and Directorate investment allowance	5,295	2,677	3,499	3,501	3,500
Budget reductions identified as per Budget Council	(4,113)	0	0	0	0
<b>Better Care Fund</b>					
NHS funding to Support Social Care and benefit Health	(12,603)	(12,603)	(12,603)	(12,603)	(12,603)
Expenditure relating to the NHS funding	12,603	0	0	0	0
<b>Public Health</b>					
Projected Grant Income	(9,212)	ringfence removed	0	0	0
Projected Expenditure	9,212	0	0	0	0
<b>Housing Revenue Account</b>					
Projected Expenditure	26,305	29,901	27,065	25,104	25,447
Projected Income	(27,490)	(27,946)	(28,468)	(29,033)	(29,628)
Contributions to/(from) HRA Earmarked Reserves	1,185	(1,955)	1,403	3,929	4,181
<b>Schools</b>					
Dedicated Schools Grant received from Government	(21,656)	(21,656)	(21,656)	(21,656)	(21,656)
Dedicated Schools Grant distributed to schools	21,656	21,656	21,656	21,656	21,656
Pupil Premium received from Government (indicative)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
Pupil Premium distributed to schools	2,500	2,500	2,500	2,500	2,500
<b>Projected General Fund Net Expenditure</b>	<b>127,950</b>	<b>132,028</b>	<b>143,931</b>	<b>145,579</b>	<b>149,407</b>
<b>Changes in General Grants</b>	<b>(2,303)</b>	<b>12,105</b>	<b>30</b>	<b>712</b>	<b>409</b>
<b>Budget Requirement</b>	<b>125,647</b>	<b>144,133</b>	<b>143,961</b>	<b>146,291</b>	<b>149,816</b>
<b>Funded by:</b>					
Council tax increase (2.99% in 19/20, 1.99% onwards) (taxbase +1.0% p.a.)	(75,022)	(77,398)	(79,840)	(82,361)	(84,957)
Social Care Precept (1.5% in 19/20, 0% onwards)	(5,733)	(5,791)	(5,848)	(5,907)	(5,966)
Business Rates	(36,467)	(51,444)	(52,473)	(53,523)	(54,593)
Revenue Support Grant	(5,925)	0	0	0	0
Reserves and Balances	(2,500)	(2,000)	(1,500)	(1,000)	(1,000)
<b>Total funding</b>	<b>(125,647)</b>	<b>(136,633)</b>	<b>(139,661)</b>	<b>(142,791)</b>	<b>(146,516)</b>
<b>Funding Gap</b>	<b>0</b>	<b>7,500</b>	<b>4,300</b>	<b>3,500</b>	<b>3,300</b>

<b>Core Precept</b>	75,022	77,398	79,840	82,361	84,957
<b>Social Care Precept</b>	5,733	5,791	5,848	5,907	5,966
<b>Band D Council Tax</b>					
Council Tax for a Band D Property	1,382.22	1,409.76	1,437.75	1,466.37	1,495.53
% Increase in Council Tax	4.49%	1.99%	1.99%	1.99%	1.99%
<b>Council Tax Base</b>					
Council Tax Base	58,424	59,009	59,599	60,195	60,797
Increase in Taxbase on prior year	1.41%	1.00%	1.00%	1.00%	1.00%

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## **SOUTHEND-ON-SEA BOROUGH COUNCIL**

### **Meeting of Development Control Committee**

**8**

**Date: Wednesday, 12th December, 2018**

**Place: Committee Room 1 - Civic Suite**

**Present:** Councillor D Garston (Chair)  
Councillors B Arscott (Vice-Chair), M Borton, A Chalk, A Dear,  
D Garne, J Garston, S Habermel, R Hadley, H McDonald,  
C Mulroney, D Norman MBE, P Van Looy, C Walker, N Ward and  
\*K Buck

\*Substitute in accordance with Council Procedure Rule 31.

**In Attendance:** Councillors A Jones  
T Hartley, T Row, G Gilbert, K Waters, P Keyes and M Warren

**Start/End Time:** 2.00 - 3.35 pm

#### **556 Apologies for Absence**

Apologies were received from Councillor Buckley (Substitute: Councillor Buck) and Councillor Evans (No Substitute).

#### **557 Declarations of Interest**

The following interests were declared at the meeting:

(a) Councillor D Garston – Agenda item 5 (18/01352/FUL Henry Burgers) – Non-Pecuniary Interest: Mother of the applicant is a neighbour to him and a joint member of the resident's board.

(b) Councillor Mulroney – Agenda item 5 (18/01352/FUL Henry Burgers) – Non-Pecuniary Interest: Member of Leigh Town Council (non-participant in planning).

(c) Councillor Jones – Agenda item 6 (18/01812/FUL 258 Westborough Road) – Non-Pecuniary Interest: Relative lives nearby.

#### **558 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.

**559 18/01570/BC3 - Warrior Square Car Park, Warrior Square, Southend-on-Sea (Milton Ward)**

**Proposal: Install Wheeled Sports Facility Area with associated works.  
Applicant: Southend-on-Sea Borough Council  
Agent: N/A**

Resolved:-That PLANNING PERMISSION be GRANTED subject to the following conditions:

1. 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.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:

SBC/WSWS/Plan/App/001,  
SBC/WSWS/Plan/App/002,  
Sections dated 04.10.2018,  
Dimensions dated 04.10.2018,  
Site Plan 04.10.2018.

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

3. Notwithstanding the details shown on the plans submitted and otherwise hereby approved, no development shall take place, other than for excavation and site clearance works, until details of the materials to be used for development hereby permitted 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 brought into use.

Reason: To safeguard character and appearance of surrounding area 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.

4. The development hereby granted shall not be brought into use until secure bicycle parking facilities have been provided at the site in accordance with plans and details which shall have been previously submitted to and agreed by the Local Planning Authority. The bicycle parking spaces shall be permanently maintained thereafter in accordance with the approved details unless otherwise agreed in writing by the local planning authority.

Reason: To ensure that satisfactory secure bicycle parking is provided in the interests of sustainability, amenity and highways efficiency and safety, in accordance with NPPF (2018), Core Strategy (2007) policy KP2, Development Management Document (2015) and The Design and Townscape Guide (2009).



5. No development shall take place, except for excavation works, until full details of the drainage infrastructure to be used at the site have been submitted to and approved in writing by the local planning authority. Drainage infrastructure shall only be implemented and thereafter managed at the site in accordance with the approved details.

Reason: In order to ensure a satisfactory standard of drainage and to prevent environmental and amenity problems arising from flooding in accordance with the National Planning Policy Framework (NPPF), Policies KP2 and CP4 of the Core Strategy (2007) and policy DM2 of the Development Management Document (2015).

6. 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 external lighting shall be installed at the site at any time without the prior receipt of express planning permission from the local planning authority.

Reason: To protect the amenities of neighbouring properties and the general environmental quality in accordance with, National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2 and CP4, and Development Management Document (2015) Policies DM1 and DM3.

7. Prior to the first use of the development hereby approved, a management plan which identifies the measures to be implemented to mitigate any potential noise disturbance or anti-social behaviour impacts arising from the development shall be submitted to the Local Planning Authority, approved in writing and implemented in full. This shall include, but not be limited to, signage and CCTV coverage of the site. Within one calendar year of the first use of the site for the purposes hereby approved a report setting out any issues which have arisen from the use of the facility in terms of noise and disturbance and anti-social behaviour and crime, where issues are identified, and a revised management plan which includes measures to mitigate any such issues shall be submitted to the local planning authority and approved in writing. The management plan shall include a timescale for the implementation of the mitigation measures identified and the measures shall be implemented in full accordance with the approved timescale.

Reason: To protect the environment of people in neighbouring properties and general environmental quality in accordance with The National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1 and DM3 and Design and Townscape Guide (2009).

8. No construction works other than excavation works shall take place until full details of both hard and soft landscape works have been submitted to and approved in writing by the local planning authority. These details shall include: proposed finished levels or contours; bike or other non-vehicular and pedestrian access; hard surfacing materials. Details for the soft landscape works shall include the number, size and location of the trees, shrubs and plants to be planted together with a planting specification. The development shall be implemented in full accordance with the approved details before any of the development is first brought into use.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy (2007) and policies DM1 and DM3 of the Development Management Document (2015).

9. No means of enclosure shall be installed other than in accordance with details that have previously been submitted to and approved in writing by the local planning authority.

Reason: To protect the amenities of neighbouring properties and the general environmental quality in accordance with, National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2 and CP4, and Development Management Document (2015) Policies DM1 and DM3.

10. Prior to the commencement of use, details of the refuse and recycling facilities shall be submitted to and agreed in writing by the Local Planning Authority. The refuse and recycling facilities shall be implemented in accordance with the approved details before the commencement of the use and shall be permanently maintained thereafter.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy (2007) and policies DM1 and DM3 of the Development Management Document (2015).

**560 18/01352/FUL - Henry Burgers, 141 Broadway, Leigh-on-Sea (Leigh Ward)**

**Proposal: Erect first floor rear extension and second floor extension to form additional restaurant and ancillary storage space, and roof terrace to front, relocate associated roof-mounted equipment including installation of extract flue to roof, and erect replacement external staircase and associated elevation alterations.**

**Applicant: Henry Burgers**

**Agent: More Space Architecture Ltd**

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 is hereby permitted in accordance with the following approved plans: 18-030 202 00 Location Plan, 18-030 201 08 Existing and Proposed Elevations and Site Plan, 030 200 07 Existing and Proposed Floor Plans, 18-030 204 01 bin storage detail.

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

03. The rooftop extension and rooftop terrace shall not be used by customers unless and until obscured glass has been installed to the south-

facing second floor window to the glazed balustrade / glass screen to the south elevation of the rooftop terrace, in accordance with details to have been previously submitted to and agreed in writing by the local planning authority. The glass shall 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 shall be retained as such in perpetuity thereafter.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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).

04. The second-floor external terrace hereby approved shall not be open for customers outside the following hours: 10:00 hours and 21:00 hours Monday to Sundays including Bank Holidays.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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).

05. No music or amplified sound shall be played on the second-floor external terrace at any time.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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).

06. Notwithstanding details shown on the submitted plans otherwise hereby approved, no development beyond the erection of a structural framework for the extension hereby approved shall take place until details of an acoustic lobbied entrance to the top floor outdoor seating area have been submitted to and approved by the local planning authority. The approved details shall be implemented in full as part of the development prior to first occupation of the second-floor external terrace. The lobby shall be of an adequate size and to ensure that the outer door can be closed before the inner door is opened.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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).

07. No development beyond the erection of a structural framework for the extension hereby approved shall take place until samples and specifications of the materials, including details of colour, to be used on all the external elevations of the development have been submitted to and approved by the local planning authority. The development shall be carried out in accordance with the approved details before the extension is first occupied.

Reason: In the interests of visual amenity and to ensure that the appearance of the buildings makes a positive contribution to the character and appearance of the area. This is as set out in 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).

08. The proposed rear staircase shall be used for staff access and egress purposes only or for emergency purposes, and shall not be used as a place to linger or sit out at any time.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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).

09. Notwithstanding details shown on the submitted plans and otherwise hereby approved, waste storage management and collection arrangements shall be carried out only in accordance with a waste management plan, that has been submitted to and agreed in writing with the local planning authority prior to first occupation of the extension hereby approved. The submitted details shall include specifications, siting of waste containers and associated machinery (compactors, crushers and balers), and details of collection arrangements including frequency, location and means of enclosure. Waste shall thereafter be stored and managed in accordance with the plan as agreed, unless otherwise agreed in writing by the local planning authority.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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).

10. Operation of waste compaction, crushing and baling equipment at the site shall be limited to between the hours of 09.00 to 18.00 only and shall not operate outside of these times on any day.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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).

11. Prior to the occupation of the extension hereby approved, extraction and ventilation equipment shall be installed on the premises in accordance with details that have been previously submitted to the Local Planning Authority and approved in writing. All extraction and ventilation equipment installed in association with these works shall terminate at least one metre above the roof of the premises and shall be free from any obstruction such as a cowl, cap or any other deflection at its termination point.

Reason: In order to protect the amenities of nearby occupiers in accordance 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).

12. The rating level of noise for all plant, extraction and ventilation equipment installed in association with this consent determined by the procedures in BS4142:2014, shall be at least 5dB(A) below the background noise level with no tonal elements. If there are tonal elements they shall be at least 10db below background noise level. Details of how this standard will be met shall be submitted to the local planning authority and approved in writing prior to the development being brought into use. The LA90 in assessing any such impacts shall be determined according to the guidance in BS4142:2014 at 3.5m from ground floor facades and 1m from all facades above ground floor level to residential premises.

Reason: In order to protect the amenities of nearby existing and future occupiers in accordance 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).

13. The rating level of noise for all activities at the enlarged premises (including amplified and unamplified music and human voices) shall be at least 10dB(A) below the background noise to ensure inaudibility in noise sensitive premises. Details of how this standard will be met shall be submitted to the local planning authority and approved in writing prior to the development being brought into use. The LA90 in assessing any such impacts shall be determined according to the guidance in BS4142:2014 at 3.5m from ground floor facades and 1m from all facades above ground floor level to residential premises. If noise modelling software is used to calculate the likely levels or impact of the noise then any actual measurement taken such as LA90 must be taken in accordance with BS7445. The assessment should be carried out by a suitably qualified and experienced acoustic consultant who would normally be a member of the Institute of Acoustics.

Reason: In order to protect the amenities of nearby existing and future occupiers in accordance 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).

14. Prior to the installation of any external lighting at the site, details of the external lighting, including times of operation, shall be submitted to and agreed in writing by the local planning authority. The lighting shall only be implemented in accordance with the approved details. External lighting shall be directed, sited and screened so as not to cause detrimental intrusion of light into residential property. The details submitted shall include an assessment using the Institution of Lighting Engineers Guidance Note for the Reduction of Obtrusive Light.

Reason: To secure a high standard of development and to protect the environment of people in neighbouring residential properties, in accordance with the National Planning Policy Framework (NPPF), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1 and DM3, and the advice contained within the Design and Townscape Guide (2009).

15. The premises shall not be open for customers outside the following hours: Monday to Sunday 10:00 to 23:30.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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).

16. Notwithstanding the details shown on the information submitted and otherwise hereby approved, the development hereby permitted shall not be occupied unless and until full details of any mitigation measures to be used in relation to potential odour impacts have been submitted to and approved in writing by the local planning authority. The mitigation measures hereby approved shall be implemented in full accordance with the details approved under this condition before the extensions are first brought into use and be maintained as such in perpetuity thereafter.

Reason: To protect the environment of people in neighbouring properties and general environmental quality. This is 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.

**561 18/01812/FUL - 258 Westborough Road, Westcliff-on-Sea (Westborough Ward)**

**Proposal: Change of use of doctors surgery (Class D1) into six self-contained flats (Class C3), erect first floor extension, two storey front and rear extensions, single storey extension with terrace to rear at first floor level, install balcony to rear, terrace to front, cycle and refuse store to rear, layout parking to rear, amenity space to rear and side and alter elevations (Amended Proposal).**

**Applicant: 22<sup>nd</sup> Century Property Ltd**

**Agent: Phase 2 Planning**

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: 17.201/01 F, 17.201/02 F, 17.201/03 F, 17.201/04 F, 17.201/05 F, 17.201/06 F, 17.201/07 F, 17.201/08 F, 17.201/09 F, 17.201/10 E, 17.201/11 F, 17.201/12 F, 17.201/13 E, 17.201/14 F, 17.201/15 E, 17.201/16, and additional materials specifications in the letter from BDA ref. 17.150/DC.

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

03. The proposed balustrade to the south elevation of the balcony at the rear of Flat 6 shall be provided in full as shown on the approved plans before the dwelling is occupied, at a height of 1.7m above finished floor level and 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 shall be retained as such in perpetuity unless otherwise agreed in writing by the local planning authority.

Reason: To protect the privacy and environment of people in neighbouring residential properties, 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).

04. From the commencement of the works associated with the implementation of this consent through to their completion the tree within the site near the junction of Westborough Road and Tintern Avenue shall be protected in full accordance with the requirements of British Standard 5837:2012.

Reason: In the interests of visual amenity and to maintain the positive contribution made by the established tree to the character and appearance of the area. This is as set out in 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).

05. The approved hard landscaping works including boundary treatments shall be carried out prior to first occupation of the development and the soft landscaping works within the first planting season following first occupation of the development, unless otherwise agreed in writing by the local planning authority. 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 is implemented pursuant to Policy DM1 of the Development Management Document and Policy CP4 of the Core Strategy.

06. Prior to the first occupation of the flats hereby approved the car parking shown on the plans hereby approved shall be provided and made available for use by the occupants of the proposed dwellings and thereafter be retained as such in perpetuity.

Reason: To ensure the provision of adequate car parking in accordance with the National Planning Policy Framework, Policies KP2 and CP3 of the Southend-on-Sea Core Strategy (2007), Policy DM15 of the Southend-on-Sea Development Management Document (2015) and the advice contained within the Southend-on-Sea Design and Townscape Guide (2009).

07. Prior to the first occupation of the flats hereby approved the refuse store and cycle storage shown on the plans hereby approved shall be provided and made available for use by the occupants of the proposed dwellings and thereafter be retained as such in perpetuity.

Reason: To ensure the provision of adequate car parking in accordance with the National Planning Policy Framework, Policies KP2 and CP3 of the Southend-on-Sea Core Strategy (2007), Policy DM15 of the Southend-on-Sea Development Management Document (2015) and the advice contained within the Southend-on-Sea Design and Townscape Guide (2009).

08. A scheme detailing how at least 10% of the total energy needs of the buildings 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 first occupation. 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 Southend-on-Sea Core Strategy (2007), and Policy DM2 of the Southend-on-Sea Development Management Document (2015).



09. The development hereby approved shall incorporate 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, before it is occupied.

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

10. Construction hours for the development hereby approved shall be restricted to 8am to 6pm Monday to Friday, 8am to 1pm on Saturdays and not at all on Sundays or Bank Holidays.

Reason: To protect the environment of people in neighbouring residential properties, 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).

11. Notwithstanding the details shown in the plans submitted and otherwise hereby approved the development hereby granted consent shall not be occupied or brought into use unless and until plans are submitted to the Local Planning Authority and approved in writing which clearly specify all the windows and other openings within the development that are to be permanently glazed with obscured glass and fixed shut or provided with only a fanlight (or other similar) opening and the manner and design in which these windows and openings are to be implemented. The development hereby permitted shall be implemented in full accordance with the details approved under this condition before it is first occupied or brought into use and shall be permanently retained as such thereafter.

Reason: To protect the privacy and environment of future occupiers, 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.

**562 18/01122/FUL - Mariner House, 157 High Street, Southend-on-Sea (Milton Ward)**

**Proposal: Change of use from shop (Class A1) to restaurant (Class A3) and install extraction vent to rear.**

**Applicant: Pillingstone Ltd**

**Agent: UPP – Urban Planning Practice**

Resolved: - That consideration of the application be DEFERRED to a future meeting of the Committee to enable further discussion with the applicant regarding the current plan and the extraction vent to the rear.

**Chairman:** \_\_\_\_\_

## SOUTHEND-ON-SEA BOROUGH COUNCIL

**Meeting of Appeals Committee A**  
**Date: Thursday, 20th December, 2018**  
**Place: Committee Room 5 - Civic Suite**

9

Present: Councillor F Evans (Chair)  
Councillors S Habermel (Vice-Chair), S Buckley, R Hadley and  
A Jones\*  
\*Substitute in accordance with Council Procedure Rule 31.

In Attendance: F Abbott

Start/End Time: 5.30 - 5.45 pm

### **563 Apologies for Absence**

Apologies for absence were received from Councillor Ayling (no substitute), Councillor Borton (no substitute) and Councillor Dent (substitute Cllr Jones).

### **564 Declarations of Interest**

There were no declarations of interest made at the meeting.

### **565 Minutes of the Meeting held on 22nd October 2018**

Resolved:-

That the Minutes of the Meeting held on Monday, 22<sup>nd</sup> October, 2018 be confirmed as a correct record and signed.

### **566 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.

### **567 Education Transport Appeal - Pupil MT**

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

Resolved:-

That there being no circumstances reported which would justify a departure from Council policy, the appeal be dismissed.

**Chairman:** \_\_\_\_\_

**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of Appeals Committee A**

**Date: Monday, 7th January, 2019**  
**Place: Committee Room 6 - Civic Suite**

**10**

**Present:** Councillor F Evans (Chair)  
Councillors S Habermel (Vice-Chair), B Ayling, S Buckley, M Dent  
and R Hadley

**In Attendance:** K Melville (Minute 571 only) and R Harris

**Start/End Time:** 10.00am – 1.30pm

**568 Apologies for Absence**

Apologies for absence were received from Councillor Borton (no substitute available).

**569 Declarations of Interest**

There were no declarations of interest at this meeting.

**570 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.

**571 Appeal Against Dismissal - Employee RR**

The Committee considered an appeal against dismissal submitted by employee RR. The Council's case was presented by SH, supported by SM. The appellant, RR was in attendance and presented their case.

Having considered all the evidence and submissions made, the Committee:

Resolved:

That the appeal be upheld.

**572 School Transport Appeal**

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

Resolved:-

That the appeal for transport assistance for Pupils ZL and LL, be granted.

**Chairman:** \_\_\_\_\_

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# SOUTHEND-ON-SEA BOROUGH COUNCIL

## Meeting of Cabinet Committee

**Date: Monday, 7th January, 2019**  
**Place: Committee Room 1 - Civic Suite**

# 11

**Present:** Councillor A Moring (Chair)  
Councillors T Cox (Vice-Chair) and M Flewitt

**In Attendance:** Councillors S Aylen, S Buckley, A Dear, D Garne, J Garston,  
R Hadley, H McDonald, D McGlone, C Nevin, P Van Looy and  
C Willis  
G Smith, C Hindle-Terry, B Frost and T Row

**Start/End Time:** 6.00 pm - 7.10 pm

### **573 Apologies for Absence**

There were no apologies for absence.

### **574 Declarations of Interest**

The following interests were declared at the meeting:

(a) Councillor Flewitt – Agenda Item No. 6 (Objections to Traffic Regulation Orders – Alton Gardens) – Pecuniary interest: Gives a financial contribution to St Stephens Church (withdrew);

(b) Councillor Moring – Agenda Item No. 7 (Petition Requesting Closure of Oakwood Avenue and Shirley Road) – Non-pecuniary interest: Mother owns a property in Briarwood Drive;

(c) Councillor Van Looy – Agenda Item No. 6 (Objections to Traffic Regulation Orders – Holland Road) – Non-pecuniary interest: One of the residents is known to him;

(d) Councillor Willis – Agenda Item No. 8 (Requests for Traffic Regulation Orders – Hadleigh Road) – Non-pecuniary interest: Wife works at a school in the Road.

### **575 Minutes of Meeting held on Thursday 1st November 2018**

Resolved: That the Minutes of the meeting held on Thursday 1<sup>st</sup> November 2018 be received, confirmed as a correct record and signed.

### **576 Minutes of the Special Meeting held on Tuesday, 20th November 2018**

Resolved: That the Minutes of the special meeting held on Tuesday 20<sup>th</sup> November 2018 be received, confirmed as a correct record and signed.

**577 Minutes of the Special Meeting held on Thursday 6th December 2018**

Resolved: That the Minutes of the meeting held on Thursday 6th December 2018 be received, confirmed as a correct record and signed.

**578 Objections to Traffic Regulation Orders**

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

- (a) the introduction of a prohibition of waiting from 12.00 noon to 2.00 p.m. daily on the north side of Eastwoodbury Lane outside property nos. 7 to 57 and 67 to 85 Eastwoodbury Lane;
- (b) the introduction of a prohibition of waiting from 12.00 noon to 2.00 p.m. daily on the south side of Eastwoodbury Lane opposite property nos. 7 to 83 Eastwoodbury Lane;
- (c) the introduction of a prohibition of waiting from 12.00 noon to 2.00 p.m. daily on the west side of Eastwoodbury Crescent opposite property nos. 5 to 27 Eastwoodbury Crescent
- (d) the introduction of a prohibition of waiting from 12.00 noon to 2.00 p.m. daily on the east side of Eastwoodbury Crescent opposite property nos. 203 Rochford Road to 22 Eastwoodbury Crescent;
- (e) the introduction of a prohibition of waiting from 12.00 noon to 2.00 p.m. daily in the sections of Alton Gardens on the north west side from approximately 15 metres from its junction with Manners Way to outside No.89 Alton Gardens and on the south east side from approximately 15 metres north east of its junction with Derek Gardens to approx. 15 metres south west of its junction with Manners Way; and
- (f) the inclusion of Palmeira Avenue, Station Road and Holland Road, Westcliff on Sea within the Southend-on-Sea Borough Council (Cliffs Pavilion Area) (Prohibition of Waiting and Permit Parking Places) (Zone CP) Order 2016.

The report sought the Cabinet Committee's approval on the way forward in respect of all of these proposals, after having considered the views of the Traffic Regulations Working Party following consideration of all the representations that had been received in writing and at the meeting. Large scale plans of the proposals and photographs of the streets were displayed at the meeting.

Resolved:

1. That the Southend-on-Sea Borough Council (Various Roads) (Stopping, Waiting, Loading and Unloading Prohibitions and Restrictions, Parking Places and Permit Parking Zones)(Consolidation) Order 2016 (Amendment No. 13) Order 2018 be deferred pending a review of the parking situation in the wider area and a report be submitted to the meeting of the Traffic Regulations Working Party and Cabinet Committee on 12<sup>th</sup> September 2019.
2. That the Deputy Chief Executive (Place) be authorised to confirm the Southend-on-Sea Borough Council (Cliffs Pavilion Area) (Prohibition of Waiting & Permit Parking Places) (Zone CP) Order 2016 (Amendment No. 3) Order 2018 as



advertised and to arrange for the traffic regulation order to be sealed and the proposals implemented.

Reason for Decision

As set out in the submitted report

Other Options

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

Note: This is an Executive function.

Eligible for call-in to Place Scrutiny Committee

Cabinet Member: Councillor Moring

### **579 Petition Requesting the Closure of Oakwood Avenue and Shirley Road**

Pursuant to Minute 534 of the meeting of the Council held on 13<sup>th</sup> December 2018, the Cabinet Committee received a report of the Deputy Chief Executive (Place) concerning the receipt of a petition requesting the closure of Oakwood Avenue and Shirley Road at the junction of the A127.

The Cabinet Committee was reminded that a petition had previously been submitted by the residents of Oakwood Avenue requesting measures to reduce the levels of traffic using the road, through changes to the road layout, and to reduce the current speed limit to 20mph. This had been considered by the Cabinet Committee at its meeting on 13<sup>th</sup> September 2018 when it resolved that consideration of the matter be deferred until the completion of the Kent Elm Highway works (Minute 255 refers).

Resolved:

1. That the new petition be noted.
2. That the request be investigated and the findings be reported to a future meeting of this Committee following completion of the Kent Elm Highway works.

Reason for Decision

To ensure that an informed decision is made after the completion of the Kent Elms Highway works.

Other Options

None

Note: This is an Executive function

Eligible for call-in to Place Scrutiny Committee

Cabinet Member: Councillor Moring

## 580 Requests for Traffic Regulation Orders

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

The Cabinet Committee also had before it an additional request for St Vincent's Road to be included in the Southend-on-Sea Borough Council (Cliffs Pavilion Area) (Prohibition of Waiting and Permit Parking Places) (Zone CP) Order 2016. The Chairman agreed that this request be considered at this meeting as an urgent additional item given the level of public interest in the matter.

The Cabinet Committee also considered a further request to amend the School Keep Markings and waiting restrictions in Hornby Avenue outside the Prince Avenue Academy and Nursery. The Chairman also agreed that this request be considered at this meeting as an urgent additional item to ensure that the restrictions were appropriately regularised on the grounds of road safety.

Having considered the views of the Traffic Regulations Working Party it was:

Resolved:

That the Deputy Chief Executive (Place) be authorised to publish the relevant statutory notice and undertake the necessary consultation for a traffic regulation order(s) for the following requests and, subject to there being no objections received following statutory advertisement, to arrange for the order to be sealed and the proposals implemented:

- (i) the introduction of speed reduction measures in Hadleigh Road, Leigh-on-Sea;
- (ii) the removal/reduction of waiting restrictions on the south side of Rampart Street, Shoeburyness to create additional parking;
- (iii) the inclusion of St Vincent's Road, Westcliff-on-Sea with the Southend-on-Sea Borough Council (Cliffs Pavilion Area) (Prohibition of Waiting and Permit Parking Places) (Zone CP) Order 2016; and
- (iv) the amendment of the school keep clear markings and waiting restrictions in Hornby Avenue, Westcliff-on-Sea around the Prince Avenue Academy and Nursery.

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  
Eligible for call-in to Place Scrutiny Committee  
Cabinet Member: Councillor Moring

**581 Requests for Waiting Restrictions - On-Street Electric Charging Bays in Residential Streets**

The Cabinet Committee considered a report of the Deputy Chief Executive (Place) that sought approval to authorise the advertisement of Experimental Traffic Regulation Orders in accordance with the statutory processes, for the introduction of on-street Electric Charging Bays in residential streets. Having considered the views of the Traffic Regulations Working Party it was:

Resolved: That the principle of experimental traffic regulation orders to introduce on-street Electric Charging Bays in residential streets be approved subject to:

1. A more detailed report, to be submitted to the Traffic Regulations Working Party and Cabinet Committee for consideration explaining the enforcement on the use of any bays.
2. The Traffic Regulations Working Party and relevant Ward Councillors be notified of the locations of any proposed bays prior to advertisement.
3. A regular update be included on the Agendas for future meetings of the Traffic Regulations Working Party and Cabinet Committee.

Reasons for Decision

As set out in the submitted report

Other Options

As set out in the submitted report

Note: This is an Executive item  
Eligible for call-in to Place Scrutiny Committee  
Cabinet Member: Councillor Moring

**Chairman:** \_\_\_\_\_

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**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of Development Control Committee**

**Date: Wednesday, 9th January, 2019**

**Place: Committee Room 1 - Civic Suite**

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Present: Councillor D Garston (Chair)  
Councillors B Arscott (Vice-Chair), M Borton, S Buckley, A Chalk, A Dear, F Evans, D Garne, J Garston, S Habermel, R Hadley, H McDonald, D Norman MBE, P Van Looy, C Walker, N Ward and P Wexham\*

\*Substitute in accordance with Council Procedure Rule 31.

In Attendance: T Hartley, G Gilbert, K Waters, P Keyes, C White and M Warren

Start/End Time: 2.05 - 3.45 pm

**582 Apologies for Absence**

Apologies were received from Councillors Ward and Mulronev (Substitute: Councillor Wexham).

**583 Declarations of Interest**

The following declarations were made at the meeting:

(a) Councillor Buckley – Agenda item No. 5 (18/01963/FULM – Development Land at Priory Crescent) – Non-pecuniary interest: Has met with the management/staff of the store in recent weeks.

(b) Councillor Dear – Agenda item No. 7 (18/01749/FUL – 112 Fairway, Leigh-on-Sea) Non-pecuniary interest: Lives on The Fairway.

(c) Councillor D Garston – Agenda item No. 7 (18/02048/FUL – Clements House, 1279 London Road, Leigh-on-Sea) – Non-pecuniary interest: Is a client of the firm.

(d) Councillor D Garston – Agenda item No. 9 (18/01527/AMDT – 11 Leigh Park Road, Leigh-on-Sea) – Non Pecuniary interest: Architect is known to him.

(e) Councillor J Garston – Agenda item No. 7 (18/02094/FUL – Clements House, 1279 London Road, Leigh-on-Sea) – Non-pecuniary interest: Is a client to the firm.

(d) Councillor Walker – Agenda item No. 7 (18/02094/FUL – Clements House, 1279 London Road, Leigh-on-Sea) – Disqualifying non-pecuniary interest: Applicant is a relative.

**584 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.

**585 18/00810/FULM - 10 Fairfax Drive, Westcliff-on-Sea (Prittlewell Ward)**

**Proposal: Demolish existing buildings, erect three blocks of three, four and five storeys comprising of 92 self-contained flats with balconies and parking at ground floor level, landscaping, amenity space, associated works including highway alterations and alteration of existing access onto Fairfax Drive (Amended Proposal)**

**Applicant: Weston Homes PLC**

**Agent: N/A**

Resolved: (a) That the Deputy Chief Executive (Place), Director of Planning and Transport or the Group Manager Planning and Building Control be DELEGATED to GRANT PLANNING PERMISSION subject to completion of a legal agreement under S106 of the Town and Country Planning Act 1990 (as amended).

- ***9 units of affordable housing (7 x 1 bed, 2 x 2 bed) all of which constitute shared ownership and an affordable housing review mechanism.***
- ***£45,400.50 contribution towards secondary education.***
- ***£4000 payable to the Council for expenditure towards covering the cost of the alterations of the Traffic Regulations Order in force along Fairfax Drive.***
- ***Travel packs***
- ***£4,600 towards biodiversity mitigation, management, protection and education.***

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

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

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

02 - The development shall be carried solely out in accordance with the approved plans: WH181/17/P/35.01, WH1XX/17/P/05.01, AP234-P008 Rev E, AP234-P009 Rev E, AP234-P010 Rev E, WH181/18/P/05.02, AP234-P002 Rev E, AP234-P003 Rev E, AP234-P004 Rev F, AP234-P005 Rev E, AP234-P006 Rev E, AP234-P007 Rev E, AP234\_201, PL1610.1.GA.300 01, PL1610.1.G1.301 01, PL1610.1.GA.302 01, PL1610.1.GA.200 01,

PL1610.1.GA.201 01, PL1610.1.GA.101 02, PL1610.1.GA.102 02, PL1610.1.GA.100 02, PL1610.1.GA.202 01, PL1610.1 Planting schedule, 170429-TK07 Rev. A, 170429-05 Rev. C

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, no construction works above the lower ground floor slab level shall take place until samples of the materials to be used in the construction of the external elevations of the building hereby permitted, including roofs, cladding, balconies, balustrades, screening and fenestration, have been submitted to and approved in writing by the local planning authority. The development shall be finished in the approved facing brickwork Ibstock Leicester Multi and Ibstock Leicester Multi Yellow stock or any other brick details subsequently submitted to and approved in writing by the local planning authority. The development shall be carried out only in full accordance with the approved details.

Reason: To safeguard character and appearance of the area and amenities of neighbouring occupiers in accordance with Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1 and DM3 of the Development Management Document (2015) and the Design and Townscape Guide (2009).

04 - The development shall be undertaken in strict accordance with the approved hard and soft landscaping plans and particulars or any other hard and soft landscaping details that have been previously submitted to and approved in writing by the local planning authority. The hard landscaping shall be completed prior to first occupation of the development and soft landscaping/planting shall be completed within the planting season following first occupation of the development (or within any other time limit agreed in writing with the local planning authority). If any trees are removed or found to be dying, severely damaged or diseased within 5 years of planting them, they must be replaced with trees of a similar size and species as may be agreed with the Local Planning Authority.

Reason: To safeguard character and appearance of surrounding area 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).

05 - The development hereby approved shall be carried out and completed in accordance with drawing AP234-P0002 Revision E dated 09/03/18 in relation to the highways works and new access road shown for the development in accordance with a timescale that has been submitted to the local planning authority and approved in writing before the development is first occupied.

Reason: In the interests of highways management and safety in accordance with Core Strategy (2007) policies KP2, CP3, CP4; Development Management Document (2015) policy DM15 and the advice contained within the Design and Townscape Guide (2009).

06 - The development shall not be occupied until 92 car parking spaces, of which 10 shall be for disabled users, have been provided at the site and made available for use in accordance with drawing AP234-P002 Revision E (dated 09/03/18) 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 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 Policy CP3 of the Core Strategy (2007) and Policy DM15 of the Council's Development Management Document (2015).

07 - The development shall not be occupied until details of all balcony and terrace areas within the development and how they will be served by privacy screens have been submitted to and approved in writing by the Local Planning Authority. The screens, as approved, shall be erected prior to first occupation of those balconies/ terrace areas, and retained thereafter in perpetuity. No flat roof areas within the development shall be used for the purposes of a sitting out, balcony or amenity area unless it has been specifically approved as part of the above details.

Reason: In the interest of the visual amenities and character of the area, and to protect the amenities of surrounding occupiers in accordance with Policies KP2 and CP4 of the Core Strategy (2007) and Policy DM1 of the Development Management Document (2015).

08 - The development shall not be occupied until the secure, covered cycle parking spaces to serve the development as shown on drawing AP234-P0002 Rev. E (dated 09/03/18) have been provided at the site and made available for use in full accordance with the approved plans. The approved scheme shall be permanently maintained thereafter.

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

09 - The development shall be undertaken in accordance with the approved Construction Phase (Health, Safety and Environment) Plan (Construction Method Statement) by SES reference WH181 dated March 2018 – version 1 or any other construction method statement previously submitted to and approved in writing for this development by the local planning authority.

Reason: In the interests of visual amenity and the amenities of neighbouring occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy (2007) and Policy DM1 of the Development Management Document (2015).

10 - No surface water drainage 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 in accordance with the approved details before the development is occupied and brought into use and be managed and 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 features should be included where infiltration rates allow;

ii) Drainage plans and drawings showing the proposed locations and dimensions of all aspects of the proposed surface water management scheme. The submitted plans should demonstrate the proposed drainage layout will perform as intended based on the topography of the site and the location of the proposed surface water management features;

iii) a timetable for its implementation; and

vii) a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme throughout its lifetime.

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

11 - A scheme detailing how at least 10% of the total energy needs of the development will be supplied using on site renewable sources must be submitted to and agreed in writing prior to occupation of the development hereby approved by the Local Planning Authority and implemented in full prior to the first occupation of the development. 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) and Development Management Document (2015) Policy DM2.

12 - Before the development is first occupied or brought into use, the dwellings in blocks C and D/E hereby approved shall be carried out in a manner to ensure that they comply fully with the building regulation M4 (2) 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 (2018), Core Strategy (2007) Policy KP2, Development Management Document (2015) Policy DM2 and the Design and Townscape Guide (2009).

13 - Prior to occupation of the development hereby approved details of the water efficient design measures set out in Policy DM2 (iv) of the Development Management Document to limit internal water consumption to 105 litres per person per day (lpd) (110 lpd when including external water consumption), including measures of water efficient fittings, appliances and water recycling systems such as grey water and rainwater harvesting shall be submitted to and approved in writing by the local planning authority. The development shall be implemented in accordance with the approved details before it is occupied and shall 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 (2018) Core Strategy (2007) Policy KP2, Development Management Document (2015) Policy DM2 and the Design and Townscape Guide (2009).

14 - Notwithstanding the details shown in the plans submitted and otherwise hereby approved, the development hereby granted consent shall not be occupied or brought into use unless and until plans are submitted to the Local Planning Authority and approved in writing which clearly specify all the windows and other openings in the development that are to be permanently glazed with obscured glass and fixed shut or provided with only a fanlight (or other similar) opening and the manner and design in which these windows and openings are to be implemented. The development hereby permitted shall be implemented in full accordance with the details approved under this condition before it is first occupied or brought into use and shall be permanently retained as such thereafter. The windows included within such agreed scheme shall be glazed in obscure glass which is at least Level 4 on the Pilkington Levels of Privacy, or such equivalent as may be agreed in writing with the local planning authority. Top hung lights agreed within such scheme shall be a minimum of 1.7 metres above internal floor level. 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. The windows shall be retained in accordance with the agreed details in perpetuity thereafter.

Reason: To avoid overlooking and the resultant loss of privacy of the adjoining residential properties, in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2 and CP4, and Development Management Document (2015) Policy DM1 and advice contained within the Design and Townscape Guide (2009).

15 - No development above the current ground level shall take place until a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural environment from contaminated land have been submitted to and approved in writing by the Local Planning Authority. The remediation scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures. The approved remediation scheme shall be implemented in full prior to the first occupation of the dwellings hereby approved. The scheme must ensure that the site will not qualify as contaminated land under Part IIA of the Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

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 off-site receptors in accordance with Core Strategy (2007) policy KP2 and Policies DM1 and DM14 of the Development Management Document (2015).

16 - All the noise mitigation measures outlined in the Environmental Noise Assessment Report No. ENV1-SOUT-040 version 2 of 29 November 2017 to protect future residents of the building from the impact of vehicular noise along Fairfax Drive and noise from football stadium activity must be implemented in their entirety prior to occupation of the buildings hereby approved to achieve an internal noise level of no greater than 30dB and the approved measures implemented shall be maintained in perpetuity.

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).

17 - Notwithstanding the information submitted with the application and otherwise hereby approved, the development shall not be first occupied unless and until a car park management and waste strategy to include details of how parking on the site during match days at the adjoining Southend United Football Stadium and to include details of where visitors to the development will park has been submitted to and agreed in writing by the local planning authority. The development shall be implemented and completed in full accordance with the details approved under this condition before it is first occupied or brought into first use and the approved strategy shall be adhered to in full in perpetuity thereafter.

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).

18 - With reference to British Standard 4142, the noise rating level arising from all plant and extraction/ventilation equipment installed at this site in accordance with this consent shall be at least 5dB(A) below the prevailing background noise level at 3.5 metres from ground floor façades and 1 metre from all other façades of the nearest noise sensitive property with no tonal or impulsive character.

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character and visual amenities of the area in accordance with Policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

19 - Notwithstanding the details shown in the drawings submitted and otherwise hereby approved the development shall not be implemented above the current ground level unless and until details of the levels of the proposed building, footpaths and other landscaped areas relative to adjoining land and any other changes proposed in the levels of the site associated with the works permitted by this permission have been submitted to and approved in writing by the Local Planning Authority. The development shall be implemented in full accordance with the details approved under this condition before it is first occupied or brought into use.

Reason: To ensure that the development is carried out at suitable levels in relation to adjoining land and the highway having regard to drainage and the amenities of the area and neighbouring occupiers.

20 - Before the development hereby approved is occupied bird and bat boxes shall be installed at the site in accordance with the recommendations on Page 16 of the Phase 1 Habitats Survey (extended) by Wildlife Matters dated 15 June 2017 submitted with this application. The installed boxes shall be permanently maintained thereafter.

Reason: To ensure that the development contributes to local ecology in accordance with the National Planning Policy Framework (2018) and Policies KP2 and CP4 of the Council's Core Strategy (2007).

21 - Before the development is occupied or brought into use, and notwithstanding details shown on the plans hereby approved, units B12, B13 and B14 on the ground floor of Block B shall be implemented as wheelchair accessible units to ensure compliance with the building regulation M4(3) standard in accordance with details which shall previously have been submitted to and approved in writing by the Local Planning Authority.

Reason: To ensure the development includes units suitably accessible for people using wheelchairs in accordance with the National Planning Policy Framework (2018), the Core Strategy (2007) Policy KP2, Policy DM8 of the Development Management Document (2015) and the Council's Design and Townscape Guide (2009).

22 - The development shall not be occupied until a scheme of highway signage both for the internal roadway within the site and outside the site in the vicinity of the site access/ egress, such scheme to incorporate signage to inform drivers about prohibited right turn movements into and from Fairfax Drive, has been submitted to and approved in writing by the Local Planning Authority. These works shall also form part of a Section 278 Highways Agreement. All the approved signage shall be implemented in full accordance with those approved details, prior to occupation of any of the development and shall be permanently maintained thereafter.

Reason: To ensure that traffic movement is satisfactorily managed in the interests of highway traffic management and highway safety in accordance with Policies KP2 and CP3 of the Core Strategy (2007) and Policy DM15 of the Development Management Document (2015).

(c) In the event that the planning obligation referred to in part (a) above has not been completed by 27<sup>th</sup> February 2019 (or an extension of this time as may be agreed by the Director of Planning and Transport or Group Manager Planning & Building Control), the Deputy Chief Executive (Place), Director of Planning and Transport or Group Manager of Planning and Building Control be authorised to refuse planning permission for the application on the grounds that the development would not provide for affordable housing, highway works, travel packs, biodiversity mitigation or education provision and that as such the proposal would be unacceptable and contrary to Policies KP2, KP3, CP3, CP6 and CP8 of the Core Strategy (2007) and Policies DM1, DM3, DM7 and DM15 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.**

## **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). 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](http://www.southend.gov.uk/cil).

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

03 - You are advised that a Highways Licence/Agreement needs to be in place before any works are carried out to the public highway and any works to public transport infrastructure (e.g. bus stops) will need to be carried out by a Council approved contractor.

04 - This permission is governed by a legal agreement between the applicant and the Borough Council under Section 106 of the Town and Country Planning Act 1990. The agreement relates to a financial contribution towards affordable housing, secondary education and biodiversity mitigation, management protection and education.

05 - The works to existing highway will require a Section 278 agreement or Highways Licence.

**586 18/01963/FULM - Development Land at Priory Crescent (St Laurence Ward)**

**Proposal: Erect retail food store (Class A1), layout associated car parking, hard and soft landscaping and form new access on to Priory Crescent.**

**Applicant: Aldi Stores Ltd**

**Agent: Planning Potential Ltd**

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 shall be carried out in accordance with the approved plans: 22380CHE-102, 2238-CHE-100, 2238-CHE-113, 2238-CHE-112 Rev. A, 2238-CHE-111, V2238 L01, 2238-CHE-110 Rev. B, 18311-BT1, 2238 CHE Aldi Southend CGI 02, B2340-MJA-P105-4837.

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 building at the site including facing materials, roof detail, windows (including sections, profiles and reveals), doors, have been submitted to and approved in writing by the local planning authority. The works must then be carried out in full accordance with the approved materials, details and specifications before the development hereby approved is brought into first use.

Reason: To safeguard character and appearance of the area and amenities of neighbouring occupiers in accordance with Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1 and DM3 of the Development Management Document (2015) and the Design and Townscape Guide (2009).

04 - The development shall be undertaken in accordance with the approved hard and soft landscaping scheme as shown on drawing number V2238 L01, or any other hard and soft landscaping scheme that has been previously submitted to and approved in writing by the local planning authority. All planting in the approved landscaping scheme shall be carried out within the first available planting season following first use of the development hereby approved. Any shrubs or trees 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. Hard landscaping shall be implemented in full accordance with the approved scheme prior to occupation of any part of the development hereby approved.

Reason: In the interests of visual amenity and to ensure a satisfactory standard of landscaping, pursuant to Policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

05 - The development shall not be first brought into use until 97 on site car parking spaces have been provided and made available for use in full accordance with drawing 2238-CHE-110 rev. B, together with properly constructed vehicular access to the adjoining highway, all in accordance with the approved plans. The parking spaces shall be permanently maintained thereafter solely for the parking of customers and staff of the development.

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 Policy CP3 of the Core Strategy (2007).

06 - Notwithstanding the details shown on the plans hereby approved the development shall not be brought into first use unless and until details of a minimum of 10 secure, covered cycle parking spaces to serve the development have been submitted to and approved in writing by the local planning authority. The approved cycle parking facilities shall be provided and made available for use for occupiers of the development in full accordance with the approved plans. The approved facility shall be permanently maintained thereafter.

Reason: To ensure the provision of adequate cycle parking and refuse storage in accordance with Policy CP3 of the Core Strategy (2007) and Policies DM3, DM8 and DM15 of Development Management Document (2015).

07 - The development shall be undertaken and thereafter occupied and maintained in perpetuity in accordance with the waste and recycling management strategy reference 2238-CHE dated 08.10.18. or any other waste management strategy that has previously been submitted to and approved in writing by the local planning authority.

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) and Design and Townscape Guide (2009).

08 - No external plant or ventilation equipment shall be installed at the development unless and until full details of its location, design and technical specifications and a report detailing any mitigation measures proposed in respect of noise impacts has been submitted to, and approved in writing by, the Local Planning Authority. The installation of extraction equipment shall be carried out in full accordance with the approved details and specifications and any noise mitigation measures undertaken in association with the agreed details before the extraction and ventilation equipment is brought into use. With reference to British Standard 4142 the noise rating level arising from all plant and extraction/ventilation equipment shall be at least 5dB(A) below the prevailing background at 3.5 metres from the ground floor facades and 1m from all other facades of the nearest noise sensitive property with no tonal or impulsive character.

Reason: To protect the amenities of the occupiers from undue noise and disturbance in order to protect their amenities and to ensure an appropriate design response in accordance with Core Strategy (2007) policies KP2 and CP4, Policies DM1, DM3 and DM8 of the Development Management Document (2015) and Design and Townscape Guide (2009).

09 - External lighting shall only be installed in the development hereby approved in accordance with details that have previously been submitted to and approved in writing by the local planning authority.

Reason: In the interest of biodiversity and the safety and amenities of the area, and to protect the amenities of surrounding occupiers in accordance with policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

10 - A scheme detailing how at least 10% of the total energy needs of the development 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 use of any part of the development. This provision shall be made for the lifetime of the development.

Reason: In the interests of providing sustainable development and ensuring a high quality of design in accordance with Policy KP2 of the Core Strategy (2007) and the Design and Townscape Guide (2009).

11 - Commercial refuse collection and deliveries for the development shall not take place outside 06:00 hours to 23:00 hours Mondays to Fridays and 07:00hours to 23:00hours on Saturdays, Sundays and 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).

12 - No surface water drainage 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 in accordance with the approved details before the development is brought into first use and shall be managed and 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 features should be included where infiltration rates allow;

ii) Drainage plans and drawings showing the proposed locations and dimensions of all aspects of the proposed surface water management scheme. The submitted plans should demonstrate the proposed drainage layout will perform as intended based on the topography of the site and the location of the proposed surface water management features;



iii) a timetable for its implementation; and

vii) a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme throughout its lifetime.

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

13 - No development (including site clearance, demolition etc.) shall take place until a detailed assessment of how each and every part of the site has been used in the past and the potential risk of contamination has been carried out and a written report of the assessment in the form of a Phase 1 (contaminated land assessment) report has been submitted to and approved in writing by the Local Planning Authority. The report shall contain details of the investigation, including detailed description of the extent, scale and nature of contamination (whether it originates from the site or not), an assessment of risks to potential receptors (as outlined in DEFRA Contaminated Land Statutory Guidance), a conceptual site model (devised in the desktop study), and all pollutant linkages. The assessment must be undertaken by a competent person in accordance with BS10175:2011 (Investigation of potentially contaminated sites – Code of Practice) and the Environment Agency/DEFRA 'Model Procedures for the Management of Land Contamination - CLR

If any contaminant is found on the site during the investigation and assessment, no development shall take place until intrusive investigation (Phase II contaminated land assessment) is carried out to delineate the extent of the contamination and a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historical environment has been submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures. The scheme must ensure that the site will not qualify as contaminated land under Part 2A of the environmental Protection Act 1990 in relation to the intended use of the land after remediation.

All approved remediation works must be implemented in their entirety prior to development commencing unless otherwise agreed in writing by the LPA

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) Policies KP2 and CP4 and Policies DM1 and DM14 of the Development Management Document (2015).

14 - Notwithstanding the information submitted with the application, no development shall be undertaken unless and until a programme of archaeological recording and analysis, a watching brief and details of the measures to be taken should any archaeological finds be discovered, has been submitted to and approved in writing by the local planning authority. The approved recording/watching brief and measures are to be undertaken throughout the course of the works affecting below ground deposits and are to be carried out by an appropriately qualified archaeologist. The subsequent recording and analysis reports should be submitted to the local planning authority before the development is brought into first use.

Reason: to allow the preservation by record of archaeological deposits and to provide an opportunity for the watching archaeologist to notify all interested parties before the destruction of any archaeological finds in accordance with the National Planning Policy Framework (2018) and Policy DM5 of the Development Management Document (2015).

15 - Notwithstanding the information submitted with the application, the development hereby approved shall not be brought into first use unless and until a Travel Plan including a comprehensive survey of users, targets to reduce car journeys to and from the site, identifying sustainable transport modes including cycling and modes of public transport and measures to reduce car usage has been submitted to and agreed in writing by the local planning authority. The approved Travel Plan shall be fully implemented prior to first use of the development hereby approved and be maintained thereafter in perpetuity and shall be reviewed after 9 months of the development. For the first three years at the end of each calendar year a document setting out the monitoring of the effectiveness of the Travel Plan and setting out any proposed changes to the Plan to overcome any identified issues and timescales for doing so must be submitted to and approved in writing by the local planning authority. The agreed adjustments shall be implemented in accordance with the agreed conclusions and recommendations.

Reason: In the interests of sustainability, accessibility, highways efficiency and safety, residential amenity and general environmental quality in accordance with the National Planning Policy Framework (2012), Core Strategy (2007) Policies KP2, CP3 and CP4, Development Management Document (2015) Policy DM15, and Design and Townscape Guide (2009).

16 - No development shall take place, until a Construction Method Statement has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be fully adhered to throughout the construction period. The Statement shall provide, amongst other things, for:

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

Reason: This pre-commencement condition is needed in the interests of visual amenity and the amenities of neighbouring occupiers pursuant to Policy CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

17 - Notwithstanding information submitted with this application the development shall not be brought into first use unless and until full details of the bird and bat boxes to be installed at the site have been submitted to and approved in writing by the local planning authority. The approved bird and bat boxes shall be provided in full prior to the first use of the development hereby approved and retained as such in perpetuity.

Reason: To ensure the development provides biodiversity and ecology benefits in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP1, KP2 and CP4.

18 - Notwithstanding the information submitted with this application, no development shall be undertaken unless and until up-to-date protected species and habitats surveys for bats, badgers and reptiles and the measures to be taken should any protected species or habitats be found, have been submitted to and approved in writing by the local planning authority. The development shall be implemented in full accordance with the approved details.

Reason: To ensure the development provides biodiversity and ecology benefits in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP1, KP2 and CP4.

19 - Site clearance works shall be undertaken outside of the bird nesting season (October to February) or if this is not possible then the site shall be surveyed by an ecologist before works commence. If nesting birds are found then work shall not commence until the young have fledged.

Reason: To ensure the development provides biodiversity and ecology benefits in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP1, KP2 and CP4.

20 - The development shall be undertaken in accordance with the Arboricultural assessment and method statement undertaken by Barrell Tree Consultancy reference 18311-AA-AN dated 28<sup>th</sup> September 2018.

Reason: To safeguard the existing nearby trees in the interests of the character and appearance of the area 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).

21 - Notwithstanding the information submitted with this application, the development shall not be first used unless and until a deliveries management plan has been submitted to and approved in writing by the local planning authority. The development shall be undertaken in strict accordance with the approved management plan in perpetuity.

Reason: In the interests of highway safety in accordance with the National Planning Policy Framework (2018), Policy DM15 of the Council's Development Management Document (2015) and Policy CP3 of the Core Strategy (2007).

22 - No development shall be undertaken unless and until full details of the right hand turn lane to be provided in Priory Crescent and the amended access to the site as indicatively shown on drawing 2238-CHE-110 Rev: B have been submitted to and approved in writing by the local planning authority. The approved right hand turn lane and access arrangements shall be provided before the development is brought into first use.

Reason: In the interests of highway safety in accordance with the National Planning Policy Framework (2018), Policy DM15 of the Council's Development Management Document (2015) and Policy CP3 of the Core Strategy (2007).

23 - Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (as amended), or any Order revoking and re-enacting that Order with, or without modification, no extensions or works to provide additional floorspace shall be carried out at the development hereby approved falling within Schedule 2, Part 7 Class A of that Order.

Reason: To enable the Local Planning Authority to regulate and control development in the interest of the amenity of neighbouring properties and to safeguard the character of the area in accordance the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policy DM1 and the Design and Townscape Guide (2009).

24 - Notwithstanding the provisions of Section 55(2) of the Town and Country Planning Act (1990) as amended, no mezzanine floorspace shall be erected within the approved development unless express planning permission for such works has been previously granted.

Reason: To enable the Local Planning Authority to regulate and control development in the interest of the amenity of neighbouring properties in accordance the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policy DM1 and the Design and Townscape Guide (2009).

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

**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 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](http://www.southend.gov.uk/cil).

02 - You should be aware that in cases where damage occurs during construction works to the highway in implementing this permission that Council may seek to recover the cost of repairing public highways and footpaths from any party responsible for damaging them. This includes damage carried out when implementing a planning permission or other works to buildings or land. Please take care when carrying out works on or near the public highways and footpaths in the borough.

03 - You are advised that separate advertisement consent will be required for the advertisements shown on the approved plans and the granting of planning permission in this case does not permit the advertisements shown on the plans for which separate advertisement consent is required.

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

**587 18/01749/FUL - 112 The Fairway, Leigh on Sea (Belfairs Ward)**

**Proposal: Erect chalet bungalow on land rear of 112 The Fairway, with dormer to front, layout parking to front, install bin and cycle stores and install vehicular access onto Thorndon Park Drive for 112 The Fairway.**

**Applicant: Joe Albert**

**Agent: DK Building Designs Ltd**

Resolved: That PLANNING PERMISSION be REFUSED for the following reason:

01 - The proposal by reason its roof design and form would result in an excessively bulky, incongruous and obtrusive feature materially out of keeping with and harmful to the character and amenities of the streetscene and the surrounding area. The proposal is therefore unacceptable and contrary to the National Planning Policy Framework (2018), Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1 and DM3 of the Development Management Document (2005) and the Southend-on- Sea Design and Townscape Guide (2009).

588 18/02048/FUL - Clements House,1279 London Road, Leigh on Sea  
(Belfairs Ward)

**Proposal: Erect roof extension to form additional floor to existing two storey office building (use class A2), erect three storey side extension, extend existing vehicular access, layout 1no. additional car parking space and landscaping to front, secure cycle storage, bin store and alter elevations.**

**Applicant: Mr Hyde**

**Agent: SKArchitects**

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: 528\_P102C, 528\_P103, 528\_P104D, 528\_P106D

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

03 Notwithstanding details shown on the plans submitted and otherwise hereby approved, the external elevations of the extended and altered building hereby approved shall be finished in materials the details of which shall have been submitted to and approved in writing by the Local Planning Authority before the building is occupied. The development hereby approved shall not be occupied until the external elevations of the building have been finished in full accordance with the materials approved under this condition. For the avoidance of any doubt the external materials for the development hereby approved shall not be white / grey Cembrit fibre cement cladding (S212, S101, S030 and red oxide), as specified on the otherwise approved plans.

Reason: To safeguard the visual amenities of the site and wider area as set out in Core Strategy (2007) policies KP2 and CP4, Development Management Document (2015) Policies DM1 and DM3 and the advice contained within the Southend Design and Townscape Guide (2009).

04 - Prior to occupation of the extensions and alterations hereby approved the proposed, first and second floor windows in the west flank elevations of the building and the 2nd floor windows in the rear 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. 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. The windows shall be retained as such in perpetuity thereafter.

Reason: To avoid overlooking and the resultant loss of privacy of the adjoining development site, in accordance with the National Planning Policy Framework (2018) Core Strategy (2007) policies KP2 and CP4, and Development Management Document (2015) policy DM1 and advice contained within the Design and Townscape Guide (2009).

05 - The extension hereby approved shall not be occupied until 10 car parking spaces have been provided and made available for use at the site in accordance with drawing reference 528\_P106D. The parking spaces shall be permanently retained thereafter only for the parking of occupiers of and visitors to the development hereby approved.

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

06 - Prior to the first occupation of the extensions and alterations hereby approved, design details shall be submitted for the boundary treatments and any changes to the hardsurfacing of the parking areas at the site. The development shall then be carried out in full accordance with the approved details prior to the first occupation of the extensions and alterations hereby approved and shall be retained as such in perpetuity.

Reason: To ensure the provision of adequate cycle parking and refuse storage in accordance with policy CP3 of the Core Strategy (2007) and policy and DM15 of Development Management Document (2015).

07 - Prior to the first occupation of the extensions and alterations hereby approved, design details shall be submitted for the provision of the commercial refuse store and the proposed cycle store at the site. The approved refuse and cycle stores shall be provided in full and made available for use by the occupants of the development prior to the first occupation of the extensions and alterations hereby approved and shall be retained as such in perpetuity.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy (2007) and policies DM1, DM3 and DM5 of the Development Management Document (2015) and advice contained within the Southend Design and Townscape Guide (2009).

08 - Prior to occupation of the extensions hereby approved, appropriate water efficient design measures as set out in Policy DM2 (iv) of the Development Management Document to limit internal water consumption including measures of water efficient fittings, appliances and water recycling systems such as grey water and rainwater harvesting shall be implemented for the development in accordance with details that have previously been submitted to the local planning authority and approved in writing and thereafter 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 (2018), Core Strategy (2007) Policy KP2, Development Management Document (2015) Policy DM2 and Design and Townscape Guide (2009).

09 - Prior to the first occupation of the extensions hereby approved, the soft landscaping works as shown on approved plan reference 528\_P106D shall be carried out at 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 pursuant to Policy CP4 of the Core Strategy (2007) and policies DM1, DM3 and DM5 of the Development Management Document (2015) and advice contained within the Southend Design and Townscape Guide (2009).

10 - Demolition 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 and at no time 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).

**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 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](http://www.southend.gov.uk/cil).

02 - You should be aware that in cases where damage occurs during construction works to the highway in implementing this permission that Council



may seek to recover the cost of repairing public highways and footpaths from any party responsible for damaging them. This includes damage carried out when implementing a planning permission or other works to buildings or land. Please take care when carrying out works on or near the public highways and footpaths in the borough.

03 - The applicant is advised to contact the Airport Authority if a crane or piling rig is required to construct the proposed development as this will need to be safeguarded separately and dependant on location may be restricted in height. Any crane applications should be directed to [sam.petrie@southendairport.com](mailto:sam.petrie@southendairport.com) / 01702 538521.

**589 18/02094/FUL - Harcourt House and Northfield House, Baxter Avenue, Westcliff on Sea (Victoria Ward)**

**Proposal: Erect third and fourth floors to Northfield House Providing 9 self-contained flats and alter elevations.**

**Applicant: Baxter Estates Developments Limited**

**Agent: D. Rose Planning LLP**

**Withdrawn**

**590 18/01527/AMDT - 11 Leigh Park Road, Leigh-on-Sea (Leigh Ward)**

**Proposal: Application to vary condition 2 (approved plans) to amend the west roof pitch, the windows and doors to the north elevation, add a dormer window to the north roof, amend railings to the balcony to match existing and add a conservation roof light to the south roof pitch (minor material amendments to planning permission 96/0365 dated 29th November 1996).**

**Applicant: Mr S. Ezra**

**Agent: GLS Architects**

Resolved:

01 - That the Deputy Chief Executive (Place), Director of Planning and Transport or the Group Manager of Planning be DELEGATED TO REFUSE, subject to expiry of the press notice consultation and not receiving any further representations on matters not already taken into account in the Development Control Committee resolution for the following reason:

The proposed development, by virtue of the scale and form of key architectural features would be harmful to the appearance of the building and street scene, and to the character and appearance of the Leigh Conservation Area. There would be no public benefits of sufficient weight to overcome the less than substantial harm that would result. The proposal is therefore contrary to the National Planning Policy Framework (2018), Policies KP2 and CP4 of the Southend-on-Sea Core Strategy (2007), Policies DM1, DM3, and DM5 of the Southend-on-Sea Development Management Document (2015) and the advice contained within the Southend-on-Sea Design and Townscape Guide (2009).

02 - That ENFORCEMENT ACTION be AUTHORISED for the following reasons:

To authorise planning enforcement action to require a) the reduction in height of the turret so as to accord with the planning approval under reference 96/0365

and b) remove the front gable window so as to accord with the planning approval under reference 96/0365 and c) unless the evidence available demonstrates, on the balance of probability, that their installation was completed more than four years ago or that they are otherwise an authorised development, to remove all upvc windows in the dwelling's rear elevation and d) remove of all rubble, materials and equipment associated with complying with the notice, on the grounds that the development that has occurred is of a form that causes harm to the character and appearance of the building and the significance of the conservation area with no public benefits of sufficient weight to overcome the harm caused. The development is therefore contrary to the National Planning Policy Framework (2018), Policies KP2 and CP4 of the Southend-on-Sea Core Strategy (2007), Policies DM1, DM3, and DM5 of the Southend-on-Sea Development Management Document (2015) and the advice contained within the Southend-on-Sea Design and Townscape Guide (2009).

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

When serving the Enforcement Notice the Local Planning Authority must ensure a reasonable period for compliance. It is considered that a six month compliance period for the modification of the dwelling is reasonable in these circumstances.

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and determining the application within a timely manner, clearly setting out the reason(s) for refusal, allowing the Applicant the opportunity to consider the harm caused and whether or not it can be remedied by a revision to the proposal. The detailed analysis is set out in a report prepared by officers. In the circumstances the proposal is not considered to be sustainable development. The Local Planning Authority is willing to discuss the best course of action.

### **Informatives**

You are advised that as the proposed alterations 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](http://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.**

Chairman: \_\_\_\_\_

# SOUTHEND-ON-SEA BOROUGH COUNCIL

## Meeting of Audit Committee

**Date: Wednesday, 16th January, 2019**

**Place: Committee Room 1 - Civic Suite**

# 13

Present: Councillor M Davidson (Chair)  
Councillor N Folkard (Vice-Chair), Councillor B Ayling, Councillor A Bright, Councillor K Buck, Councillor L Burton, Councillor D Nelson, Councillor R Woodley, Councillor A Jones\* and K Pandya  
\*Substitute in accordance with Council Procedure Rule 31.

In Attendance: J Chesterton, C Gamble, E Allen, C Fozzard and D Kleinberg, C Weston (Deloitte).

Start/End Time: 6.30 pm - 7.45 pm

### **591 Apologies for Absence**

Apologies for absence were received from Councillor Willis (Substitute: Councillor Jones).

### **592 Declarations of Interest**

(a) Councillor Davidson – Agenda item 4 (Treasury Management Policy 2019/20) – Non-pecuniary interest: Non-Executive Director of South Essex Homes.

(b) Councillor Woodley – Agenda item 4 (Treasury Management Policy 2019/20) – Non-pecuniary interest: Non-Executive Director of South Essex Homes.

### **593 Minutes of the Meeting held on 26th September 2018**

Resolved:-

That the Minutes of the Meeting held on 26<sup>th</sup> September 2018 be confirmed as a correct record and signed.

### **594 Treasury Management Policy 2019/20**

The Committee received a report of the Strategic Director (Finance and Resources) presenting the treasury management policy for 2019/20 comprising the following documents:

- Treasury Management Policy Statement for 2019/20;
- Treasury Management Strategy for 2019/20;
- Annual Investment Strategy for 2019/20

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

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

**595 External Audit Planning 2019/20**

The External Auditor representative provided the Committee with an outline of the external audit work plan.

**596 Update to Counter Fraud, Bribery and Corruption Policy and Strategy and the Counter Money Laundering Policy Strategy**

The Committee received a report by the Strategic Director (Finance and Resources) providing an update on the revisions made to the Counter Fraud, Bribery and Corruption policy and strategy and the Counter Money Laundering policy and strategy.

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

Resolved:

1. That the revised Counter Fraud, Bribery and Corruption policy and strategy be approved.
2. That the revised Counter Money Laundering policy and strategy be approved.

**597 Counter Fraud and Investigation Directorate Quarterly Performance Report**

The Committee received a report of the Strategic Director (Finance and Resources) 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.

On consideration of the report, the Assistant Director for Fraud and Investigation undertook to prepare a report on cyber fraud for submission to the next meeting of the committee.

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

Resolved: That the performance of the Counter Fraud & Investigation Directorate over the last year, be noted.

**598 Internal Audit Service Quarterly Performance Report**

The Committee received a report of the Strategic Director (Finance and Resources) updating Members on the progress made in delivering the Internal Audit Strategy for 2018/19.

Members noted the progress made in addressing the actions arising from the 2017/18 assessment of compliance with professional standards. In this connection, the Head of Internal Audit undertook to prepare a report on the results of the Audit Committee self-assessment for submission to the July meeting.

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

Resolved: That the progress made in delivering the 2018/19 Internal Audit Strategy be noted.

**599 Information Item**

The Committee received and noted the CIPFA Audit Committee Update (issue 26).

**Chairman:** \_\_\_\_\_

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# SOUTHEND-ON-SEA BOROUGH COUNCIL

## Meeting of Cabinet

**Date: Thursday, 17th January, 2019**  
**Place: Committee Room 1 - Civic Suite**

# 14

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

**In Attendance:** Councillors Buck, Garne, Jones and Mulroney  
A Griffin, S Leftley, A Lewis, J Williams, J Chesterton, J Ruffle, P  
Geraghty, I Ambrose, A Richards, S Baker, G Bloom, T Holland, T  
MacGregor, S Newman, L Thomas, G Smith, N Laver and C Gamble

**Start/End Time:** 2.00 pm - 3.55 pm

### **600 Apologies for Absence**

There were no apologies for absence at this meeting.

### **601 Declarations of Interest**

The following Councillors declared interests as indicated:

(a) Cllr Mulroney – Minute 605 (The proposed development of the Seaway Car Park) – non-pecuniary interest – member of Development Control Committee and Minute 611 (Draft General Fund Revenue Budget) – non-pecuniary interest – member of Leigh Town Council;

(b) Cllr Jones – Minute 613 (Special Educational Needs and Disabilities Inspection) – non-pecuniary interest – member of Little Heroes Charity referred to in the report;

(c) Cllr Flewitt – Minute 612 (Future phases of Affordable Housing Development Programme) – non-pecuniary interest – lives in the vicinity of Lundy Close and knows individual residents and has been lobbied by some residents on the matter;

(d) Cllr Cox – Minute 605 (The proposed development of the Seaway Car Park) – Disclosable Pecuniary Interest – family member is employed by Stockvale and is a business involved in discussions with regard to the development and lobbying of Councillors (withdrew).

### **602 Minutes of the meeting held on Tuesday 6th November 2018**

**Resolved:**

That, subject to a minor amendment to resolution 2 in minute 432 to change the word 'endorsed' to 'noted', the minutes of the meeting held on Tuesday 6<sup>th</sup> November 2018, be confirmed as a correct record and signed.

**603 Minutes of the Special Meeting held on Tuesday 4th December 2018**

Resolved:-

That the Minutes of the Special Meeting held on Tuesday 4<sup>th</sup> December 2018, be confirmed as a correct record and signed.

**604 Southend 2050 - Strategic Delivery Plans**

The Cabinet considered a report of the Chief Executive presenting the Strategic Delivery Plans (SDPs) following the agreement of the Southend 2050 Ambition, Themes & Outcomes and Southend 2050 Five Year Road Map at Full Council on 13<sup>th</sup> December 2018.

Resolved:

1. That the Strategic Delivery Plans supporting the delivery of the Southend 2050 Ambition and the Southend 2050 Five Year Road Map, be adopted.
2. That the Transforming Together work be noted and the new Council values, be endorsed.

Reasons for decision:

To have in place Strategic Delivery Plans to deliver the Southend 2050 ambition, Themes, Outcomes and Five Year Road Map, ensuring the successful and sustainable future of the borough.

Other Options:

None.

Note: This is an Executive Function  
Referred direct to: All three Scrutiny Committees  
Cabinet Member: Cllr Lamb

**605 The proposed development of the Seaway Car Park**

The Cabinet considered a report of the Strategic Director (Finance and Resources) reviewing the proposed development of the Seaway Car Park and associated land and the Agreement for Lease and Sale dated 10<sup>th</sup> December 2014 made between the Council and Turnstone Southend Limited.

The report dealt with the proposed Development in the context of the Council's land ownership, regeneration and economic development responsibilities. It was noted that whilst the strategic planning context was mentioned in the report, the planning application recently submitted for the Development (Ref: 18/02302/BC4M) must be considered quite separately by the Council as local planning authority through the Development Control Committee.



On consideration of the report the Cabinet Member for Growth put the following questions to the Strategic Director, Finance and Resources (Council's Section 151 Officer):

- Are you satisfied that this is a good deal for the Council, from a financial point of view?
- Have you and other relevant Council staff personally checked the figures in the report and are content with their accuracy?
- Are you satisfied that the Council has not only obtained a S123 assessment from Savills but that it has also had this independently reviewed by the District Valuer Service which has 'signed it off'?
- Are you satisfied that the Council has a sufficiently independent, up-to-date, valuation on the site?
- Are you satisfied that the Council has done everything that it reasonably could to gather the facts to decide as of today whether this is a good deal for the Council?

The Strategic Director answered "yes" to each of the questions.

Resolved:

1. That it be noted, that unless either party takes a decision to terminate, the Agreement for Lease and Sale dated 10 December 2014 made between the Council and Turnstone Southend Limited ("the Agreement") for the development of the Seaway Car Park and associated land ("the Development") remains in full legal force.
2. That the Council does not seek to terminate the Agreement at the present time, but maintains its support for the Development based on the strong and viable economic case, the fresh independent valuations under S.123 Local Government Act 1972, the contribution to the Council's published Ambition and Outcomes, the level of commitment (including investment) made by Turnstone and the progress which has been made to date.
3. That the contractual 'End Date' of 10 December 2018 be extended to 17 January 2020 for the discharge of all conditions (including obtaining planning permission) in the Agreement to be dealt with so that the Lease can be granted. Under the Lease, practical completion is then required within 3 years of granting the Lease which necessitates an early start on site.
4. That amendments be made to the Agreement as set out in section 5.8 of the submitted report, including the extension of time referred to in recommendation 3 above, on the basis of the fresh valuations referred to in sections 6.2 (e) and 9.2 and attached at Appendices 4 and 5 to the report.
5. That the Chief Executive, in consultation with the Group Leaders and the Cabinet Member for Growth, be authorised to make further minor amendments to the Agreement if required.
6. That the agreements with Homes England in relation to 1-3 Herbert Grove, 29 Herbert Grove and the Rossi Factory (31 Herbert Grove) as set out in section 5.11 of the report be completed.

Reasons for decision:

To enable realisation of the Council's long-held ambitions and aspirations for the regeneration of the Seaway Car Park and associated land to deliver the significant, place-changing regeneration and economic benefits set out in the report and to demonstrate that Southend is proud to act in the interests of local residents. The delivery of the Development will enable the Council to make significant progress in achieving its 2050 Ambition and many of the recently adopted Outcomes across a range of themes.

Other options:

To seek to terminate the Agreement, but there would be adverse consequences as referred to in Section 6.3 of the report.

Note: This is an Executive Function

Referred direct to: Policy & Resources Scrutiny Committee

Cabinet Member: Cllr Courtenay

## **606 Brexit**

The Cabinet considered a report of the Strategic Director (Transformation) setting out for consideration the implications for the Council of the UK leaving the European Union (EU).

Resolved:

That the likely implications, including risks and opportunities, for the Council leaving the EU and the action being taken by the Council to address these, be noted.

Reasons for decision:

To enable the Cabinet to assess the potential implications of the UK leaving the EU and whether further action by the Council is needed.

Other options:

None.

Note: This is an Executive Function

Referred Direct to: Policy & Resources Scrutiny Committee

Cabinet Member: Cllr Lamb

## **607 Parking and Civil Enforcement Policy**

The Cabinet considered a report of the Deputy Chief Executive (Place) presenting the updated Highways and Parking Policies for approval.

Resolved:

1. That the replacement of Highway Policy Note No.2 (1999) with the updated Highway Safety Inspection Policy and Guidance, be approved.
2. That the replacement of Parking Policy (2015) with the updated policy on Civil Enforcement of Parking, be approved.
3. That the Director of Planning and Transport be authorised to update the Parking Policy with any updates in respect of the issue of updated contravention codes descriptions, in consultation with the lead Cabinet Member for Infrastructure.

Reasons for decision:

To update and refresh previous existing Highways Inspection and Parking Enforcement policies in line with best practice, current legislation and statutory requirements ensuring the Council is fully compliant with its statutory duties.

Other options:

None.

Note: This is an Executive Function  
Referred direct to: Place Scrutiny Committee  
Cabinet Member: Cllr Moring

## **608 Council Tax Base and Non Domestic Rating Base 2019/20**

The Council considered a report of the Strategic Director (Finance and Resources) concerning the calculation of the Council Tax Base for 2019/20 and the submission of the National Non Domestic Rates (NNDR1) form to the Department of Communities and Local Government (DCLG) by 31<sup>st</sup> January 2019.

Resolved:

In respect of the Council Tax Base:

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 2019/20 approved by Council on 13 December 2018, 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, with the exception of the premium increase from 50% to 100% on Long Term Empty

properties (those properties which have been empty for over 2 years or more) from 1 April 2019, these will be incorporated into the Council Tax Base:-

- Properties requiring or undergoing structural alteration or major repairs (Class D) as allowed by Section 11A of the Local Government Finance Act 2012 is set at 0%;
- Vacant and substantially unfurnished properties (Class C) as allowed by Section 11A of the Local Government Finance Act 2012 to be entitled to receive a discount of 100% for up to 1 month.
- The second homes discount and exemption (Classes A and B) that were approved by Council on 13 December 2012 will remain unchanged from 1 April 2019 and these are incorporated into the Council Tax Base;
- Long-term empty homes (Class C) as allowed by Section 11A of the Local Government Finance Act 2012, a current surcharge of 50% is set allowing a full charge of 150% where they have been unoccupied for more than 2 years. From April 2019 this surcharge will increase to 100% allowing a full charge of 200%;
- 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 2019/20 shall be 58,424.44 (Appendix A).

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 2019/20 shall be 8,839.09 (Appendix B).

In respect of the Non-Domestic Rates Base (NNDR1 Form):

4. That the NNDR1 form at Appendix C to the submitted report be approved for submission to the Ministry of Housing, Communities and Local Government.

Reasons for decision:

The setting of the Council Tax Base and National Domestic Rating Base enables the calculation of the core funding derived through local taxation that is used to finance the Council's proposed budget for 2019/20.

Other options:

None

Note: This is an Executive Function

Referred direct to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Lamb

## 609 Draft Housing Revenue Account Budget 2019/20 and Rent Setting

The Cabinet considered a joint report of the Deputy Chief Executive (People) and Strategic Director (Finance and Resources) setting out the Housing Revenue (HRA) budget for 2019/20, together with the information necessary to set a balanced budget as required by legislation.

Resolved:

1. That a rent reduction of 1% on secure tenancies, as required by the Welfare Reform and Work Act 2016, be endorsed.
2. That an average rent increase of 4.86% on shared ownership properties, be endorsed.
3. That the proposed rent changes in 1 and 2 above be effective from 1 April 2019.
4. That the increase in garage rents by 2.5% to £11.70 per week for tenants (£14.04, being £11.70 plus VAT for non-tenants), with all variants on a standard garage receiving a proportionate increase, be endorsed.
5. That the South Essex Homes core management fee of £5,738,000 for 2019/20, be endorsed, with additional one-off funding also being made available of:
  - £10,000 for the data cleansing, training and embedding of new data protection practices in compliance with General Data Protection Regulations (GDPR); and
  - £140,000 to undertake a project to achieve better integration between the various ICT systems that the company uses, with the aim to achieve efficiencies going forward.
6. That the South Essex Homes proposals for average changes of 4% in service charges and 17% in heating charges, be endorsed.
7. That the following appropriations, be endorsed:
  - £60,000 to the Repairs Contract Pensions earmarked reserve;
  - £1,397,000 to the Major Repairs earmarked reserve; and
  - £444,000 HRA to the Capital Investment earmarked reserve.
8. That, subject to 1 to 7 above, the HRA budget as set out in Appendix 1 to the submitted report, be endorsed.
9. That the value of the Council's capital allowance for 2019/20 be declared as £37.326M, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.

Reasons 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:

None.

Note: This is an Executive Function save that approval of the final budget following Cabinet on 12<sup>th</sup> February 2019, is a Council Function.

Referred direct to the Policy & Resources Scrutiny Committee

Cabinet Member: Cllr Cox

## **610 Draft Capital Investment Programme 2019/20 to 2023/24**

The Cabinet considered a report of the Strategic Director (Finance and Resources) setting out a draft programme of capital investment for the period 2019/20 to 2023/24.

Resolved:

1. That the current approved programme for 2019/20 to 2021/22 of £153.1m as set out in Appendix 1 to the submitted report, be noted.
2. That the Capital Investment Strategy for 2019/20 to 2023/24, as set out in Appendix 2 to the report, be approved.
3. That the following be approved:
  - (i) New schemes and additions to the Capital Investment Programme for the period 2019/20 to 2023/24 totalling £14.5m for the General Fund and £20.8m for the Housing Revenue Account (Appendix 6 to the submitted report);
  - (ii) Schemes subject to external funding approval for the period 2019/20 to 2020/21 totalling £3.0m (Appendix 6 to the report);
  - (iii) Schemes subject to viable business cases for the period 2019/20 to 2021/22 totalling £48.6m (Appendices 6 and 7 to the report).
4. That it be noted that the changes to the approved Programme will result in a proposed Capital Investment Programme of £177.0m for 2019/20 to 2023/24, as set out in Appendix 7 to the report, of which £70.7m is supported by external funding.
5. That it be noted that a final review is being undertaken on the 2018/19 projected outturn and the results will be included in the report to Cabinet on 12 February 2019.

Reasons for decision:

The Capital Investment Programme is compiled from a number of individual projects which either contribute to the delivery of the Council's ambition and desired outcomes or enhance the Council's infrastructure.

Other options:

The Capital Investment 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 12 February 2019 is a Council Function.

Referred direct to all three Scrutiny Committees

Cabinet Member: Cllr Lamb

### **611 Draft General Fund Revenue Budget 2019/20**

The Cabinet considered a report of the Corporate Management Team presenting the draft General Fund Revenue budget for 2019/20.

Resolved:

1. That the 2019/20 draft revenue budget and any required commencement of consultation, statutory or otherwise, be endorsed.
2. That it be noted that the 2019/20 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 2019/20 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 2019/20 revenue budget, as endorsed, be referred to all three Scrutiny Committees, Business sector and Voluntary sector to inform the Budget Cabinet, which will then recommend the Budget and Council Tax to Budget Council.
5. That the Schools budget position and that the recommendations for the Education Board on 22 January 2019, as set out in Appendices 11 and 11(i) to the submitted report, be noted and referred to the People Scrutiny Committee and then to Budget Cabinet and Budget Council.
6. That the direction of travel for 2020/21 and beyond, noting the need for the organisation to move to a longer term and outcome based budgeting approach as set out in Section 15 of the report, be endorsed.

Reason for Decision:

Budget scrutiny is at the core of the Council's corporate planning framework. It is a complex process that is fully integrated with strategic service planning. Annually,

prior to the start of the year, the Council agrees the budget using a consistent, transparent and prudent approach.

Other Options:

None

Note:- This is an Executive Function save that approval of the final budget following Cabinet on 12th February 2019 is a Council Function.  
Referred direct to all three Scrutiny Committees.  
Cabinet Member: Cllr Lamb

## **612 Future Phases of Affordable Housing Development Programme/Update**

The Cabinet considered a report of the Deputy Chief Executive (People) providing an overview of the future phases of the HRA Land Review project and requesting agreement to progress with Phases 3 and 4 of the project, to fund and construct 56 units of affordable housing and undertake feasibility studies for Phases 5 and 6 of the project. The report also sought agreement to undertake Modern Methods of Construction (MMC) pilot projects across 2 garage sites and develop a Land Purchase Fund using existing S106 contributions.

Resolved:

1. That sites be brought forward within Phases 3 and 4 of the HRA Land Review.
2. That further feasibility work be undertaken on a number of sites that will form Phases 5 and 6 of the HRA Project.
3. That the proposed method of funding for the projects and the use of S106 funds for the feasibility works for Phases 5 and 6, to a maximum of £50,000, be endorsed.
4. That the options for the delivery of 2 garage sites for Modern Methods of Construction (MMC) pilots be investigated, including undertaking a procurement exercise of solutions put forward by the market and also a value for money exercise. Furthermore, to explore subsequent pilot sites to test Modern Methods of Construction on a broader scale, including Lundy Close.
5. That the use of S106 contributions received from developers, in order to facilitate the provision of affordable housing through the creation of an ongoing fund for the purchase of developable land in the borough, be endorsed.

Reasons for decision:

There is an established need for affordable housing within the borough as demonstrated by the local strategic housing market assessment (SHMA), and by our own Housing Register data.

Other options:

Do nothing – This option considered leaving the existing garage areas in their current state. This would not improve community safety or reduce antisocial



behaviour. It would also not help the Council to meet its 2050 Vision or contribute to the 2050 road map.

Transfer the land to a Registered Provider – This approach would mean a loss of a capital assets and potential future revenue income to the HRA.

Sale of sites on the Open Market – This option would allow some sites to be sold on the open market with the receipts reinvested in the HRA, potentially to be used for future housing development phases. This approach would mean a loss of potential future revenue income to the HRA.

Note: This is an Executive Function  
Referred direct to Policy and Resources Scrutiny Committee  
Cabinet Member: Cllr Cox

### **613 Special Educational Needs and Disabilities Inspection**

The Cabinet considered a report of the Deputy Chief Executive (People) presenting the outcomes of the SEND Area Inspection conducted in October 2018 and sought approval for the improvements that have already been put in place to bring about the necessary changes.

On consideration of the report, the Cabinet Member for Children and Learning undertook to ensure that the actions arising from the inspection would be monitored by the Children's Service Improvement Board.

Resolved:

1. That the findings from the inspection report, including both those areas that were indicated as strengths alongside those areas that show significant concern, be noted.
2. That the requirement for the Local Authority and the Clinical Commissioning Group to joint produce a Written Statement of Action (WSOA), be noted.
3. That the proposed actions contained within the submitted report that will ensure the necessary improvements are made, be approved.

Reasons for Decision:

To robustly and rapidly drive forward the improvements required.

Other options:

None.

Note: This is an Executive Function  
Referred direct to People Scrutiny Committee  
Cabinet Member: Cllr Boyd

## **614 St Mary's Primary School Consultation**

The Cabinet considered a report of the Deputy Chief Executive (People) presenting the results of the consultation to permanently set the pupil admission number (PAN) at St Mary's Prittlewell CofE Primary School at 90 pupils per year group, starting from admission into the reception year in September 2019.

Resolved:

That the pupil admission numbers (PAN) at St Mary's Prittlewell CofE Primary school be set at 90 pupils per year group, starting from admission to the reception year in September 2019 and work up through the school year on year until all year groups are at 90.

Reasons for decision:

Returning to the admission number 60 could leave a shortage of places in the north/south corridor, especially once all the current new housing developments are completed along Victoria Avenue. Forecasts indicate that agreeing to 90 will allow the Local Authority to meet its surplus margin of 5% to give parental choice across a wider selection of schools.

Other options:

To hold the school at its previous admission number of 60 or agree to increase to a higher admission number of 120. The lower number could lead to future shortage in places in the central area of the borough.

Setting the admission number at 120 across all year groups would require capital investment by the local authority to increase the schools accommodation. Current pupil planning does not identify a need for 120 places across all year groups and places a risk of unused places either at St Mary's or other surrounding schools.

Note: This is an Executive Function  
Referred direct to People Scrutiny Committee  
Cabinet Member: Cllr Boyd

## **615 School Term Dates 2020/21**

The Cabinet considered a report of the Deputy Chief Executive (People) proposing the guideline school term and holiday dates for the academic year 2020/21.

Resolved:

That the school term and holiday dates for 2020/21, as set out in Appendix 1 to the submitted report, for community schools and as a guide to academy schools in the borough, be approved.

Reasons for decision:

To approve the school term dates.

Other options:

None.

Note: This is an Executive Function  
Referred direct to People Scrutiny Committee  
Cabinet Member: Cllr Boyd

## **616 Notice of Motion - Social Housing for Rent**

At the meeting of Council held on 13<sup>th</sup> December 2018, Councillors received a notice of motion calling on the Council to explore all avenues for building social housing for rent at the former NHS land at Fossetts Farm and investigate potential funding options and calculating the potential benefit, both financial and social to Southend's residents.

This had been proposed by Councillor McDonald and seconded by Councillor Gilbert.

Resolved:

1. That the notice of motion, be noted.
2. That the Council continues the work to identify housing development opportunities and the best way to deliver the scale of new housing, and specifically locally affordable housing, needed in Southend.
3. That through the work in 2 above, to identify the best delivery methods for those opportunities, including those which are best delivered through Southend Housing Ltd.
4. To continue working in partnership with Homes England to achieve the best outcome for development of the Fossetts Farm site, in terms of the number, tenure, affordability, design and overall quality of the homes to be built.

Reasons for decision:

To respond to the notice of motion

Other options:

None

Note: This is an Executive Function  
Referred direct to Policy and Resources Scrutiny Committee  
Cabinet Member: Cllr Cox

**617 Corporate Risk Register**

The Cabinet considered a report of the Chief Executive presenting the Corporate Risk Register Quarter 3 update.

Resolved:

That the 2018/19 Corporate Risk Register and the Quarter 3 updates outlined in Appendix 1 to the submitted report, be noted.

Reasons for decision:

To receive the Corporate Risk Register.

Other options:

None.

Note: This is an Executive Function  
Referred direct to: all three Scrutiny Committees.  
Cabinet Member: Cllr Lamb

**618 Council Debt Position to 30 November 2018**

The Cabinet considered a report of the Strategic Director (Finance and Resources) on the above.

Resolved:

1. That the current outstanding debt position as at 30<sup>th</sup> November 2018 and the position of debts written off to 30<sup>th</sup> November 2018, as set out in Appendices A and B of the submitted report, be noted.

2. That the write-offs greater than £25,000, as detailed in Appendix B to the report, be approved.

Reasons 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.

Other options:

None.

Note: This is an Executive Function  
Referred direct to Policy & Resources Scrutiny Committee  
Cabinet Member: Cllr Lamb

## 619 Employment Appeals

The Cabinet considered a report of the Strategic Director (Transformation) recommending amendments to the Constitution and the Council's employment policies in respect of the dismissal appeal process.

Recommended:

1. That amendments to the Constitution and the Council's employment policies so that appeals against dismissal by employees below Director level will be dealt with by the Chief Executive or a Deputy Chief Executive, be approved.

2. That the amendments to the following provisions of the Constitution as set out in Appendix 1 to the submitted report, be approved:

- Terms of Reference of the Appointments and Disciplinary Committee (Part 3, Schedule 2);
- Terms of Reference of the Appeals Committees A and B (Part 3, Schedule 2); and
- Delegations to Chief Officers (Part 3, Schedule 3).

3. That the amendments to the appeal process within the following Council employment policies, as shown in Appendix 2 of the report, be approved:

- Disciplinary & Dismissal Policy;
- Redundancy Policy;
- Sickness Absence Policy;
- Capability Policy.

Reasons for decision:

To ensure that the Council has an efficient and effective employment appeal process

Other options:

To retain the status quo. However, this would not address the issues set out in Section 3 of the report.

Note: This is a Council Function  
Referred direct to Policy and Resources Scrutiny Committee  
Cabinet Member: Cllr Lamb

## 620 Revenue and Capital Monitoring to 30 November 2018

The Cabinet considered a report of the Strategic Director (Finance and Resources) presenting the Revenue and Capital budget report for the period ending 30<sup>th</sup> November 2018.

Resolved:

That, in respect of the 2018/19 Revenue Budget Monitoring as set out in appendix 1 to this report:

1. That the forecast outturn for the General Fund and Housing Revenue Account, as at November 2018, be noted.
2. That the planned management actions of £3,230,000 to achieve that forecast outturn, be noted.
3. That the planned budget transfers (virements) of £949,000, be approved.
4. That the transfer of £413,000 from the Children Social Care reserve to support additional secured placements, be approved.
5. That the transfer of £472,000 from the Dedicated School Grant reserve to support 2018/19 in year funding pressures, be approved.
6. That the potential transfer of £1,505,000 to the Business Transformation Reserve in respect of the forecast General Fund underspend, be noted.
7. That the potential transfer of £24,000 to the HRA Capital Investment Reserve in respect of the forecast HRA underspend, be noted.

That, in respect of the 2018/19 Capital Budget Monitoring as set out in appendix 2 of this report:

8. That the expenditure to date and the forecast outturn as at November 2018 and its financing, be noted.
9. That the requested changes to the 2018/19 capital investment programme as set out in Section 2 of Appendix 2 of the report, be approved.

Reasons for Decision:

The regular reporting of Revenue and Capital Budget Monitoring information provides detailed financial information to members, senior officers and other interested parties on the financial performance of the Council. It sets out the key variances being reported by budget holders and the management action being implemented to address the identified issues.

Other Options:

The Council could choose to monitor its budgetary performance against an alternative timeframe but it is considered that the reporting schedule provides the appropriate balance to allow strategic oversight of the budget by Councillors and to manage the Council's exposure to financial risk. More frequent monitoring is undertaken by officers and considered by individual service Directors and the Council's Corporate Management Team (CMT) including approval of management action.

Note: This is an Executive Function  
Referred direct to all three Scrutiny Committees  
Cabinet Member: Cllr Lamb

**621 Monthly Performance Report (November 2018)**

Resolved:

That the submitted report be noted.

Note: This is an Executive Function  
Referred direct to all three Scrutiny Committees  
Cabinet Member: as appropriate to the item

**622 Standing Order 46**

Resolved:

That the submitted report be noted.

Note: This is an Executive Function  
Referred direct to Policy and Resources Scrutiny Committee  
Cabinet Member: Cllr Lamb

**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 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.

**624 Standing Order 46 Confidential Sheet**

Resolved:

That the SO46 confidential sheet, be noted.

Note: This is an Executive Function  
Referred direct to Policy and Resources Scrutiny Committee  
Cabinet Member: Cllr Lamb

**Chairman:** \_\_\_\_\_

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**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of Health & Wellbeing Board**

**Date: Wednesday, 23rd January, 2019**

**Place: Seacole Room - Tickfield**

**15**

Present: Councillor L Salter (Chair)  
Dr J Garcia-Lobera (Deputy Chair),  
Councillors M Davidson, F Evans and R Woodley.  
J Broadbent, S Dolling, Mr A Khaldi, A Griffin, S Leftley, S Morris,  
J Cripps, M Longley, K Ramkhelawan and C McCarren (Southend  
CCG)

In Attendance: R Harris, N Faint, S Baker and I Diley.

Start/End Time: 5.00 - 6.30 pm

**625 Apologies for Absence**

Apologies for absence were received from Councillors Lamb and Willis (no substitutes).

Apologies were also received from K Jackson (sub: M Longley), J Gardner, Y Blucher, C Gritzner, Dr Chaturvedi, M Freeston, E Chidgey and C Panniker.

**626 Declarations of Interest**

The following declarations of interest were made:

(a) Councillor Salter – Agenda Item 7 (NHS Long Term Plan) – non-pecuniary interest – husband is Consultant Surgeon at Southend Hospital; daughter is a doctor at Basildon Hospital and son-in-law is a GP in the Borough;

(b) Dr J. Garcia-Lobera – Agenda Item 7 (NHS Long Term Plan) – non-pecuniary interest – practicing GP in the Borough;

**627 Minutes of the Meeting held on Wednesday 5th December 2018**

Resolved:-

That the Minutes of the Meeting held on Wednesday 5<sup>th</sup> December 2018, be confirmed as a correct record and signed.

**628 Public Questions**

There were no public questions.

## **629 Health in all Policies**

The Board considered a report of the Director of Public Health proposing the adoption of the Health in All Policies (HiAP) approach as a collective tool to further enhance and build on collaboration. In addition to the report the Board also received a Power Point presentation providing a more detailed overview of the HiAP approach.

The Board asked a number of questions which were responded to by the Director of Public Health. The Board recognised the opportunities of a wider system approach and the significant benefits of incorporating health in all policies and across a wider sector (i.e. planning, climate change, etc).

The Board noted that there were eleven key areas and gave consideration to which of these key areas should be the main focus for the Board and where a deep dive into the issue was needed (e.g. teenage pregnancy). The Board discussed the health indicators in more detail under the JSNA item below.

Resolved:

1. That the five key principles set out in the report to support the adoption of a Health in All Policies approach to further promote and cement local collaboration including locality working, be endorsed.

2. That the partners engaged in the activities of the Board will actively support a Health in All Policies approach to strategy development, programme delivery and process design reflecting the Health and Wellbeing priorities for the borough and the wider commissioning and service and infrastructure development landscape.

## **630 The JSNA Summary Report**

The Board considered a report of the Director of Public Health summarising the key findings from the 2018/19 Joint Strategic Needs Assessment (JSNA) for Southend-on-Sea. The summary included the current and projected population change, wider demographical information and information on the determinants of health, health inequalities and mortality.

The Board asked a number of questions which were responded to by officers. The Board also noted the change in approach and the development of a programme towards a more interactive and 'live' dashboard of indicators.

The Board discussed the key health areas and recognised that this was a long term approach to improve the lives of the population of the borough, i.e. the benefits and outcomes from the activity / work done now may not be seen for 5 years or more.

On consideration of the key areas that should have a specific focus and activity for the next twelve months the Board was mindful that some of the performance data/information in the JSNA was not current and did not necessarily reflect the current picture (e.g. teenage pregnancy data is from 2016).

Resolved:

1. That the JSNA summary report, be approved.
2. That sexual health (specifically teenage pregnancy) be an area of key focus and activity for the next twelve months and the progress be reviewed through the high level action plan to embed the Health in All Policies approach to tackle health inequalities, reduce demand on public services and improving lives.

**631 NHS Long Term Plan**

The Board considered a report of the Interim Accountable Officer, CCG, presenting the NHS Long Term Plan.

The Board discussed the opportunities and the challenges which the Plan presented, particularly the challenges around workforce capacity, i.e. there is additional funding but not the staff to deliver.

Resolved:

1. That the importance of progressing the direction of travel outlined in the 'Localities Strategy' (presented to the Board on 18<sup>th</sup> September 2018) in which collaborative working will be key to the delivery of local NHS plans and ambitions, be noted.
2. That the commitment to ensure local plans are aligned to Southend 2050 ambitions, be noted.

**Chairman:** \_\_\_\_\_

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## SOUTHEND-ON-SEA BOROUGH COUNCIL

### Meeting of Place Scrutiny Committee

**Date: Monday, 28th January, 2019**  
**Place: Committee Room 1 - Civic Suite**

# 16

- Present:** Councillor K Robinson (Chair)  
Councillors M Terry (Vice-Chair), A Bright, K Buck, D Burzotta, T Byford, A Chalk, M Davidson, M Dent, N Folkard, J Garston, A Jones, D McGlone, D Nelson, N Ward, P Wexham and C Willis
- In Attendance:** Councillors J Lamb, J Courtenay, A Moring, L Salter (Cabinet Members) and I Gilbert  
A Lewis, E Cooney, N Corrigan, S Dolling, P Geraghty, C Robinson, G Gilbert, I Ambrose, L Thomas and T Row
- Start/End Time:** 6.30 pm - 8.05 pm

#### **632 Councillor Julian Ware-Lane**

The Committee stood in silent tribute in memory of Councillor Julian Ware-Lane who sadly had recently passed away.

#### **633 Apologies for Absence**

There were no apologies for absence.

#### **634 Declarations of Interest**

The following interests were declared at the meeting:

- (a) Councillors Courtenay, Lamb, Moring and Salter (Cabinet Members) – 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 Buck – Agenda Item No. 8 (Draft Capital Investment Programme 2019/20 to 2023/24) Items 6.3, 8.5 (Schools) and Appendix 1 page 3 – Non-pecuniary interest: Governor at Eastwood Academy;
- (c) Councillor Buck – Agenda Item No. 9 (Draft General Fund Revenue Budget 2019/20) – Items 2.5, 5, 6 and 8.16 (Schools) - Non-pecuniary interest: Governor at Eastwood Academy and Appendix 9 – B3 – Non-pecuniary interest: Member of Belfairs Golf Club;
- (d) Councillor Jones – Agenda Item No. 8 8 (Draft Capital Investment Programme 2019/20 to 2023/24) – Non-pecuniary interest: Son works for C2C and Southend Central Station was mentioned in the debate;
- (e) Councillor Nelson – Agenda Item No. 6 (Southend 2050 - Strategic Delivery Plans) – Non-pecuniary interest: Employer is a Member of Parliament.

**635 Questions from Members of the Public**

Written responses from the Cabinet Member for or Healthy Communities and Wellbeing and the Cabinet Member for Infrastructure to questions from Mr Webb were circulated at the meeting.

**636 Minutes of the meeting held on Monday, 26th November 2018**

That the Minutes of the Meeting held on Monday, 26th November 2018 be received, confirmed as a correct record and signed.

**637 Minutes of the Special Meeting held on Tuesday 11th December 2018**

That the Minutes of the special meeting held on Tuesday, 11th December 2018 be received, confirmed as a correct record and signed.

**638 Southend 2050 – Strategic Delivery Plans**

The Committee considered Minute 604 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Chief Executive providing the Southend 2050 Strategic Delivery Plans (SDPs).

Resolved:

That the following decisions of Cabinet be noted:-

“1. That the Strategic Delivery Plans supporting the delivery of the Southend 2050 Ambition and the Southend 2050 Five Year Road Map, be adopted.

2. That the Transforming Together work be noted and the new Council values, be endorsed.”

Note: This is an Executive Function

Cabinet Member: Cllr Lamb

**639 Parking and Civil Enforcement Policy**

The Committee considered Minute 607 of Cabinet held on 17<sup>th</sup> January 2019, which had been referred direct to scrutiny by Cabinet, together with a report of the Deputy Chief Executive (Place) presenting the updated Highways and Parking Policies for approval.

Having considered the matter further, the Cabinet Member for Infrastructure confirmed that he was happy that the matter be referred back to Cabinet for reconsideration. Any decision made by the Cabinet would be eligible for call-in.

Resolved:

That the matter be referred back to Cabinet for reconsideration.

Note: This is an Executive Function

Cabinet Member: Cllr Moring

#### **640 Draft Capital Investment Programme 2019/20 to 2023/24**

The Committee considered Minute 610 of Cabinet on 17<sup>th</sup> January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Strategic Director (Finance and Resources) outlining a draft programme of capital investment for the period 2019/20 to 2023/24.

Resolved:

That the following decisions of Cabinet be noted:-

“1. That the current approved programme for 2019/20 to 2021/22 of £153.1m as set out in Appendix 1 to the submitted report, be noted.

2. That the Capital Investment Strategy for 2019/20 to 2023/24, as set out in Appendix 2 to the report, be approved.

3. That the following be approved:

(i) New schemes and additions to the Capital Investment Programme for the period 2019/20 to 2023/24 totalling £14.5m for the General Fund and £20.8m for the Housing Revenue Account (Appendix 6 to the submitted report);

(ii) Schemes subject to external funding approval for the period 2019/20 to 2020/21 totalling £3.0m (Appendix 6 to the report);

(iii) Schemes subject to viable business cases for the period 2019/20 to 2021/22 totalling £48.6m (Appendices 6 and 7 to the report).

4. That it be noted that the changes to the approved Programme will result in a proposed Capital Investment Programme of £177.0m for 2019/20 to 2023/24, as set out in Appendix 7 to the report, of which £70.7m is supported by external funding.

5. That it be noted that a final review is being undertaken on the 2018/19 projected outturn and the results will be included in the report to Cabinet on 12 February 2019.”

Note: This is an Executive Function save that approval of the final budget following Cabinet on 12 February 2019 is a Council Function.

Cabinet Member: Cllr Lamb

#### **641 Draft General Fund Revenue Budget 2019/20**

The Committee considered Minute 611 of Cabinet held on 17th January 2019, 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 2019/20.

Resolved:

That the following decisions of Cabinet be noted:-

“1. That the 2019/20 draft revenue budget and any required commencement of consultation, statutory or otherwise, be endorsed.

2. That it be noted that the 2019/20 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 2019/20 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 2019/20 revenue budget, as endorsed, be referred to all three Scrutiny Committees, Business sector and Voluntary sector to inform the Budget Cabinet, which will then recommend the Budget and Council Tax to Budget Council.

5. That the Schools budget position and that the recommendations for the Education Board on 22 January 2019, as set out in Appendices 11 and 11(i) to the submitted report, be noted and referred to the People Scrutiny Committee and then to Budget Cabinet and Budget Council.

6. That the direction of travel for 2020/21 and beyond, noting the need for the organisation to move to a longer term and outcome based budgeting approach as set out in Section 15 of the report, be endorsed.”

Note: This is an Executive Function save that approval of the final budget following Cabinet on 12th February 2019 is a Council Function.

Cabinet Member: Cllr Lamb

#### **642 Corporate Risk Register**

The Committee considered Minute 617 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Chief Executive presenting the corporate risk register Quarter 3 update.

Resolved:

That the following decision of Cabinet be noted:-

“That the 2018/19 Corporate Risk Register and the Quarter 3 updates outlined in Appendix 1 to the submitted report, be noted.”

Note: This is an Executive Function

Cabinet Member: Cllr Lamb

#### **643 Revenue and Capital Monitoring to 30 November 2018**

The Committee considered Minute 620 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Strategic Director (Finance and Resources)



presenting the Revenue and Capital budget report for the period ending 30<sup>th</sup> November 2018.

Resolved:

That the following decisions of Cabinet be noted:-

That, in respect of the 2018/19 Revenue Budget Monitoring as set out in appendix 1 to this report:

1. That the forecast outturn for the General Fund and Housing Revenue Account, as at November 2018, be noted.
2. That the planned management actions of £3,230,000 to achieve that forecast outturn, be noted.
3. That the planned budget transfers (virements) of £949,000, be approved.
4. That the transfer of £413,000 from the Children Social Care reserve to support additional secured placements, be approved.
5. That the transfer of £472,000 from the Dedicated School Grant reserve to support 2018/19 in year funding pressures, be approved.
6. That the potential transfer of £1,505,000 to the Business Transformation Reserve in respect of the forecast General Fund underspend, be noted.
7. That the potential transfer of £24,000 to the HRA Capital Investment Reserve in respect of the forecast HRA underspend, be noted.

That, in respect of the 2018/19 Capital Budget Monitoring as set out in appendix 2 of this report:

8. That the expenditure to date and the forecast outturn as at November 2018 and its financing, be noted.
9. That the requested changes to the 2018/19 capital investment programme as set out in Section 2 of Appendix 2 of the report, be approved.

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

#### **644 Monthly Performance Report (November 2018)**

The Committee considered Minute 621 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with the Monthly Performance Report covering the period to end November 2018.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.  
Executive Councillor:- As appropriate to the item.

**645 In-depth Scrutiny Project - Re-imagining the Town Centre in the context of the vision for Southend 2050**

The Committee received an oral update on the progress that had been made to date in respect of the joint in-depth study with the Policy & Resources Scrutiny Committee.

Resolved:-

That the update be noted

Note:- This is a Scrutiny Function.

**Chairman:** \_\_\_\_\_

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**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of People Scrutiny Committee**

**Date: Tuesday, 29th January, 2019**  
**Place: Committee Room 1 - Civic Suite**

**17**

- Present:** Councillor C Nevin (Chair)  
Councillors M Borton (Vice-Chair), B Arscott, L Burton, A Chalk, A Dear, D Garne, S Habermel, T Harp, A Holland, D Nelson\*, C Mulrone, G Phillips, M Stafford and C Walker  
K Jackson, J Broadbent, T Watts and Rev'd Canon J Collis (co-opted members)  
\*Substitute in accordance with Council Procedure Rule 31.
- In Attendance:** Councillors J Lamb, H Boyd, T Cox and L Salter (Cabinet Members)  
Councillor A Jones  
J K Williams, F Abbott, S Leftley, J Chesterton, K Ramkhelawon, B Martin, J O'Loughlin, S Baker and M Sargood
- Start/End Time:** 6.30 - 7.40 pm

**646 Councillor Julian Ware-Lane**

The Committee stood in silent tribute in memory of Councillor Julian Ware-Lane, who very sadly passed away the previous week following illness.

**647 Apologies for Absence**

Apologies for absence were received from Councillor S Buckley (substitute Cllr Nelson), Councillor J McMahon (no substitute) and from M Mann and A Burdett (Youth Council observers).

**648 Declarations of Interest**

The following interests were declared at the meeting:-

- (a) Councillors Lamb, Cox, Boyd, Salter (Cabinet Members) – interest in the referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;
- (b) Councillor Boyd – disqualifying non-pecuniary interest in the Schools Progress Report; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;
- (c) Councillor Salter – agenda item relating to Scrutiny Committee - updates – non-pecuniary - husband is consultant Surgeon at Southend Hospital; son-in-law is GP in the Borough; daughter is a doctor at Basildon Hospital (was not present for agenda item however);
- (d) Councillor Walker – agenda items relating to St Mary's School – non-pecuniary – Southend Boys & Girls Training Choirs rehearse at St Mary's School;

- (e) Councillor Habermel - agenda item relating to Scrutiny Committee updates - non-pecuniary – sister is a nurse at Southend Hospital; nephew is a physiotherapist based at Southend; brother is a paramedic with London Ambulance Service;
- (f) Councillor Nevin - agenda item relating to Scrutiny Committee updates – mid and south Essex STP - non-pecuniary – Previous association at Southend & MEHT Hospitals; sons work at MEHT; sister works Basildon Hospital; work at NHS Trust outside this area;
- (g) Councillor Nelson - agenda item relating to Scrutiny Committee updates - non-pecuniary – wife is a nurse at Southend Hospital;
- (h) Councillor Harp - agenda item relating to Scrutiny Committee updates - non-pecuniary – Chair of St Lukes PPG and member of PPG Forum;
- (i) Councillor Phillips – agenda items relating to – Draft General Fund Revenue Budget; Corporate Risk Register – non-pecuniary – son works in Brexit team in Westminster civic service;
- (j) Councillor Borton – agenda items relating to - Draft General Fund Revenue Budget; Revenue & Capital Monitoring – non-pecuniary – work for DWP, dealing with Universal Credit claimants;
- (k) Councillor Burton – agenda item relating to Schools Progress report – non-pecuniary – Director of English and Maths at USP (formally SEEVIC) College and Southend schools are feeder schools;
- (l) Councillor Arscott – agenda item relating to Schools Progress report – non-pecuniary – Governor at Our Lady of Lourdes Catholic Primary School (Assisi Trust);
- (m) Councillor Jones – agenda item relating to SEND Inspection – non-pecuniary – member of organisation referred to in report.

Councillor Holland advised that she had interests in the following agenda items - Draft Capital Investment Programme; Draft General Fund Revenue Budget; Revenue & Capital Monitoring; MPR – as her son works for the Council and would withdraw if any relevant projects were discussed.

#### **649 Questions from Members of the Public**

The responses to the questions submitted by Mr Webb will be forwarded to him as he was not present at the meeting.

#### **650 Minutes of the Meeting held on Tuesday, 27th November, 2018**

Resolved:-

That the Minutes of the Meeting held on Tuesday, 27<sup>th</sup> November, 2018 be confirmed as a correct record and signed.

#### **651 Southend 2050 - Strategic Delivery Plans**

The Committee considered Minute 604 of Cabinet held on 17<sup>th</sup> January 2019, which has been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Chief Executive providing the Southend 2050 Strategic Delivery Plans (SDPs).

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the Strategic Delivery Plans supporting the delivery of the Southend 2050 Ambition and the Southend 2050 Five Year Road Map, be adopted.

2. That the Transforming Together work be noted and the new Council values, be endorsed.”

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

## **652 Draft Capital Investment Programme 2019/20 to 2023/24**

The Committee considered Minute 610 of Cabinet on 17<sup>th</sup> January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Strategic Director (Finance and Resources) outlining a draft programme of capital investment for the period 2019/20 to 2023/24.

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the current approved programme for 2019/20 to 2021/22 of £153.1m as set out in Appendix 1 to the submitted report, be noted.

2. That the Capital Investment Strategy for 2019/20 to 2023/24, as set out in Appendix 2 to the report, be approved.

3. That the following be approved:

(i) New schemes and additions to the Capital Investment Programme for the period 2019/20 to 2023/24 totalling £14.5m for the General Fund and £20.8m for the Housing Revenue Account (Appendix 6 to the submitted report);

(ii) Schemes subject to external funding approval for the period 2019/20 to 2020/21 totalling £3.0m (Appendix 6 to the report);

(iii) Schemes subject to viable business cases for the period 2019/20 to 2021/22 totalling £48.6m (Appendices 6 and 7 to the report).

4. That it be noted that the changes to the approved Programme will result in a proposed Capital Investment Programme of £177.0m for 2019/20 to 2023/24, as set out in Appendix 7 to the report, of which £70.7m is supported by external funding.

5. That it be noted that a final review is being undertaken on the 2018/19 projected outturn and the results will be included in the report to Cabinet on 12 February 2019.”

Note: This is an Executive Function save that approval of the final budget following Cabinet on 12 February 2019 is a Council Function.

Cabinet Member: Cllr Lamb

### **653 Draft General Fund Revenue Budget 2019/20**

The Committee considered Minute 611 of Cabinet held on 17th January 2019, 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 2019/20.

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the 2019/20 draft revenue budget and any required commencement of consultation, statutory or otherwise, be endorsed.

2. That it be noted that the 2019/20 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 2019/20 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 2019/20 revenue budget, as endorsed, be referred to all three Scrutiny Committees, Business sector and Voluntary sector to inform the Budget Cabinet, which will then recommend the Budget and Council Tax to Budget Council.

5. That the Schools budget position and that the recommendations for the Education Board on 22 January 2019, as set out in Appendices 11 and 11(i) to the submitted report, be noted and referred to the People Scrutiny Committee and then to Budget Cabinet and Budget Council.

6. That the direction of travel for 2020/21 and beyond, noting the need for the organisation to move to a longer term and outcome based budgeting approach as set out in Section 15 of the report, be endorsed.”

Note: This is an Executive Function save that approval of the final budget following Cabinet on 12th February 2019 is a Council Function.

Cabinet Member: Cllr Lamb

### **654 Special Educational Needs and Disabilities Inspection**

The Committee considered Minute 613 of Cabinet held 17<sup>th</sup> January 2019, which had been referred to the People Committee together with the report of the Deputy Chief Executive (People). This presented the outcomes of the SEND Area Inspection conducted in October 2018.

With regard to the comment in the inspection report about assessments for autistic spectrum disorder and attention deficit hyperactivity disorder, the Healthwatch Southend member mentioned that they had contacted the CCG for a formal guidance sheet they could publish to assist parents about the process and this is in progress at the moment.

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the findings from the inspection report, including both those areas that were indicated as strengths alongside those areas that show significant concern, be noted.

2. That the requirement for the Local Authority and the Clinical Commissioning Group to joint produce a Written Statement of Action (WSOA), be noted.

3. That the proposed actions contained within the submitted report that will ensure the necessary improvements are made, be approved.”

Note: This is an Executive Function  
Cabinet Member: Cllr Boyd

#### **655 St Mary's Primary School Consultation**

The Committee considered Minute 614 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to the People Scrutiny Committee together with a report of the Deputy Chief Executive (People). This presented the results of the consultation to permanently set the pupil admission number (PAN) at St Mary's Prittlewell Church of England (CofE) Primary School at 90 pupils per year group, starting from admission into the reception year in September 2019.

Resolved:-

That the following decision of Cabinet be noted:-

“That the pupil admission numbers (PAN) at St Mary's Prittlewell CofE Primary school be set at 90 pupils per year group, starting from admission to the reception year in September 2019 and work up through the school year on year until all year groups are at 90.”

Note: This is an Executive Function  
Cabinet Member: Cllr Boyd

#### **656 School Term Dates 2020/21**

The Committee considered Minute 615 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to the People Scrutiny Committee together with a report of the Deputy Chief Executive (People). This proposed the guideline school term and holiday dates for the academic year 2020/21.

Resolved:-

That the following decision of Cabinet be noted:-

“That the school term and holiday dates for 2020/21, as set out in Appendix 1 to the submitted report, for community schools and as a guide to academy schools in the borough, be approved.”

Note: This is an Executive Function  
Cabinet Member: Cllr Boyd

#### **657 Corporate Risk Register**

The Committee considered Minute 617 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Chief Executive presenting the corporate risk register Quarter 3 update.

Resolved:-

That the following decision of Cabinet be noted:-

“That the 2018/19 Corporate Risk Register and the Quarter 3 updates outlined in Appendix 1 to the submitted report, be noted.”

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

#### **658 Revenue and Capital Monitoring to 30 November 2018**

The Committee considered Minute 620 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Strategic Director (Finance and Resources) presenting the Revenue and Capital budget report for the period ending 30<sup>th</sup> November 2018.

Resolved:-

That the following decisions of Cabinet be noted:-

“That, in respect of the 2018/19 Revenue Budget Monitoring as set out in appendix 1 to this report:

1. That the forecast outturn for the General Fund and Housing Revenue Account, as at November 2018, be noted.
2. That the planned management actions of £3,230,000 to achieve that forecast outturn, be noted.
3. That the planned budget transfers (virements) of £949,000, be approved.
4. That the transfer of £413,000 from the Children Social Care reserve to support additional secured placements, be approved.



5. That the transfer of £472,000 from the Dedicated School Grant reserve to support 2018/19 in year funding pressures, be approved.

6. That the potential transfer of £1,505,000 to the Business Transformation Reserve in respect of the forecast General Fund underspend, be noted.

7. That the potential transfer of £24,000 to the HRA Capital Investment Reserve in respect of the forecast HRA underspend, be noted.

That, in respect of the 2018/19 Capital Budget Monitoring as set out in appendix 2 of this report:

8. That the expenditure to date and the forecast outturn as at November 2018 and its financing, be noted.

9. That the requested changes to the 2018/19 capital investment programme as set out in Section 2 of Appendix 2 of the report, be approved.”

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

#### **659 Monthly Performance Report (November 2018)**

The Committee considered Minute 621 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with the Monthly Performance Report covering the period to end November 2018.

In response to comments regarding CP 3.2 (proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services), the Cabinet Member for Adults and Housing confirmed that the indicator was under review, with potential to re scope / re focus the indicator.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.  
Executive Councillor:- As appropriate to the item.

#### **660 Schools Progress Report**

The Committee received a report of the Deputy Chief Executive (People) which informed the advised about the current position with regard to recent Ofsted Inspections and the Pupil Premium Strategy. There have been no additional Academy conversions since September 1<sup>st</sup> 2018.

The Committee asked that their congratulations be forwarded to staff, parents, carers, pupils and officers at The Eastwood Academy and to Porters Grange Primary School and Nursery on their recent inspection results.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Cabinet Member:- Cllr Boyd

**661 Scrutiny Committee - updates**

The Committee considered a report by the Strategic Director (Legal & Democratic Services) which updated the Committee on a number of Scrutiny matters.

Resolved:-

1. That the report and any actions taken be noted.
2. That the updated protocols between the Scrutiny Committee and NHS Southend CCG, Healthwatch Southend and the Health & Wellbeing Board attached at Appendices 1, 2 and 3 be noted.
3. To note the updated referral letter sent on 15<sup>th</sup> January 2019 to the Secretary of State for Health & Social Care re the Mid and South Essex STP, as attached at Appendix 4.

Note:- This is a Scrutiny Function.

**Chairman:** \_\_\_\_\_

## SOUTHEND-ON-SEA BOROUGH COUNCIL

### Meeting of Policy and Resources Scrutiny Committee

**Date: Wednesday, 30th January, 2019**

**Place: Committee Room 1 - Civic Suite**

# 18

**Present:** Councillor B Ayling (Chair)  
Councillors C Mulroney (Vice-Chair), B Arscott, K Buck\*,  
D Burzotta, F Evans, N Folkard, D Garne\*, I Gilbert, H McDonald,  
D McGlone, D Nelson, D Norman MBE, G Phillips, M Stafford and  
M Terry  
\*Substitute in accordance with Council Procedure Rule 31.

**In Attendance:** Councillors J Courtenay, T Cox and M Flewitt (Cabinet Members)  
Councillors M Borton, A Jones, M Dent and C Walker  
J K Williams, F Abbott, A Lewis, J Chesterton, J Ruffle,  
A Richards, I Ambrose, G Halksworth and N Laver

**Start/End Time:** 6.30 pm - 9.45 pm

#### **662 Councillor Julian Ware-Lane**

The Committee stood in silent tribute in memory of Councillor Julian Ware-Lane, who very sadly passed away the previous week following illness.

#### **663 Apologies for Absence**

Apologies were received from Councillor R Hadley (substitute Cllr D Garne), Councillor C Walker (substitute Cllr J McMahon – also sent apologies) and Councillor D Garston (substitute Cllr K Buck).

#### **664 Declarations of Interest**

The following interests were declared at the meeting:-

- (a) Councillors Courtenay, Cox and Flewitt (Cabinet Members) – interest in the referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;
- (b) Councillor Cox - agenda item relating to the proposed development of the Seaway Car Park - Disclosable Pecuniary Interest – family member is employed by Stockvale and is a business involved in discussions with regard to the development and lobbying of Councillors (withdrew).
- (c) Councillor Mulroney – agenda item relating to the proposed development of the Seaway Car Park – non-pecuniary interest – Member of Development Control Committee;
- (d) Councillor Mulroney – agenda item relating to Council Tax Base - non-pecuniary interest – Member of DCC; member of Leigh Town Council;
- (e) Councillor Nelson – agenda item relating to Brexit – disclosable interest – employer is an MP – withdrew;
- (f) Councillor Phillips - agenda item relating to Brexit - non-pecuniary interest – son works in Brexit team in Westminster civil service;

- (g) Councillor Terry - agenda item relating to the proposed development of the Seaway Car Park – non-pecuniary interest – knows people involved with scheme; Fossetts Farm also mentioned – is SUFC season ticket holder;
- (h) Councillor Ayling - agenda item relating to the proposed development of the Seaway Car Park – non-pecuniary interest – knows people involved with scheme;
- (i) Councillor McGlone - agenda item relating to Future phases of Affordable Housing Development Programme – non-pecuniary interest - lives in the vicinity of Lundy Close and knows individual residents;
- (j) Councillor Flewitt – agenda item relating to Draft Housing Revenue Account Budget 2018/19 and Rent Setting - non-pecuniary interest - friends and family are tenants of South Essex Homes matter (was not present for agenda item however);
- (k) Councillor Flewitt - agenda item relating to Future phases of Affordable Housing Development Programme – non-pecuniary interest – lives in the vicinity of Lundy Close and knows individual residents and has been lobbied by some residents on the matter (was not present for agenda item however);
- (l) Councillor McDonald – agenda item relating to Employment Appeals – non-pecuniary interest - member of Unison, but not local branch consulted;
- (m) Councillor Buck – agenda item relating Draft General Fund Revenue Budget – non-pecuniary interest – Governor at The Eastwood Academy.

**665 Questions from Members of the Public**

The responses to the questions submitted by Mr Webb and Mr Miller will be forwarded to them as they were not present at the meeting.

**666 Minutes of the Meeting held on Thursday, 29th November, 2018**

Resolved:-

That the Minutes of the meeting held on Thursday, 29<sup>th</sup> November, 2019 be confirmed as a correct record and signed.

**667 Southend 2050 - Strategic Delivery Plans**

The Committee considered Minute 604 of Cabinet held on 17th January 2019, which has been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Chief Executive providing the Southend 2050 Strategic Delivery Plans (SDPs).

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the Strategic Delivery Plans supporting the delivery of the Southend 2050 Ambition and the Southend 2050 Five Year Road Map, be adopted.

2. That the Transforming Together work be noted and the new Council values, be endorsed.”

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

## **668 The Proposed Development of the Seaway Car Park**

The Committee considered Minute 605 of Cabinet held on 17<sup>th</sup> January 2019, which had been referred direct to the Policy and Resources Scrutiny Committee together with a report of the Strategic Director (Finance and Resources) reviewing the proposed Development of the Seaway Car Park and associated land and the Agreement for Lease and Sale dated 10<sup>th</sup> December 2014 made between the Council and Turnstone Southend Limited. The preamble to Minute 605 sets out assurances given by the Strategic Director (Finance and Resources) as to the financial advantages of the Development and that independent experts have certified that the terms represent best consideration for the Council pursuant to S.123 Local Government Act 1972.

The report dealt with the proposed Development in the context of the Council's land ownership, regeneration and economic development responsibilities. It was noted that whilst the strategic planning context was mentioned in the report, the planning application recently submitted for the Development (Ref: 18/02302/BC4M) must be considered quite separately by the Council as local planning authority through the Development Control Committee.

The Strategic Director (Legal & Democratic Services) drew attention to the following:

- (a) Answers to a series of questions from Councillor Ayling which had been circulated to all Councillors on 25 and 29 January 2019, including the provision of additional information from Savills and the DVS;
- (b) A letter from Homes England that had been tabled, confirming that their position is fairly represented in the report to Cabinet; and
- (c) The legal position has been examined and the full Savills Report cannot be disclosed since it contains confidential and commercially sensitive information which would be very damaging to the economic interests to a number of parties if disclosed. The Information Commissioner's Office (ICO) has previously decided that the Council was entitled to withhold disclosure of confidential information relating to the Development and this ICO decision is clearly a material consideration.

However (and this is most important), comprehensive independent valuation advice has been supplied to all Councillors which provides the necessary information to make a decision on the matter, namely:

- Savills Report on Best Consideration for the Agreement for Lease dated 21 November 2018 (Appendix 4 to the Cabinet report) which was supplied in a specific format which could be considered by Councillors;
- The full DVS Valuation Review dated 21 December 2018 which was circulated to all Councillors on 25 January 2019;

- Supplementary letter from Savills dated 24 January 2019 which was circulated to all Councillors on 25 January 2019; and
- Further letter from the DVS dated 25 January 2019 which was circulated to all Councillors on 25 January 2019.

In answer to a question, the Cabinet Member for Growth confirmed that the valuation of the Seaways Car Park Development has been undertaken on the basis of leisure /tourism uses. This is because it has been a long term Council ambition for the site to be developed for such uses, as the strategic planning and economic sections of the Cabinet report (and the Appendices) set out. Against this background the Council has not sought to simply maximise value by pursuing the most lucrative form of use, for example high density residential development. Instead the Council has sought to achieve the best form of development for the Town, residents and visitors, with a significant number of new jobs created: In that sense the site has been devalued to reflect the leisure/tourism uses.

Resolved:-

1. That the following decisions of Cabinet be noted:

“1. That it be noted, that unless either party takes a decision to terminate, the Agreement for Lease and Sale dated 10 December 2014 made between the Council and Turnstone Southend Limited (“the Agreement”) for the development of the Seaway Car Park and associated land (“the Development”) remains in full legal force.

2. That the Council does not seek to terminate the Agreement at the present time, but maintains its support for the Development based on the strong and viable economic case, the fresh independent valuations under S.123 Local Government Act 1972, the contribution to the Council’s published Ambition and Outcomes, the level of commitment (including investment) made by Turnstone and the progress which has been made to date.

3. That the contractual ‘End Date’ of 10 December 2018 be extended to 17 January 2020 for the discharge of all conditions (including obtaining planning permission) in the Agreement to be dealt with so that the Lease can be granted. Under the Lease, practical completion is then required within 3 years of granting the Lease which necessitates an early start on site.

4. That amendments be made to the Agreement as set out in section 5.8 of the submitted report, including the extension of time referred to in recommendation 3 above, on the basis of the fresh valuations referred to in sections 6.2 (e) and 9.2 and attached at Appendices 4 and 5 to the report.

5. That the Chief Executive, in consultation with the Group Leaders and the Cabinet Member for Growth, be authorised to make further minor amendments to the Agreement if required.

6. That the agreements with Homes England in relation to 1-3 Herbert Grove, 29 Herbert Grove and the Rossi Factory (31 Herbert Grove) as set out in section 5.11 of the report be completed.”

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

Note: This is an Executive Function  
Cabinet Member: Cllr Courtenay

#### **669 Brexit - Implications for the Council**

The Committee considered Minute 606 of Cabinet held on the 17<sup>th</sup> January 2019 which had been referred direct to the Policy and Resources Scrutiny Committee together with a report of the Strategic Director (Transformation) setting out for consideration the implications for the Council of the UK leaving the European Union (EU).

Resolved:-

That the following decision of Cabinet be noted:

“That the likely implications, including risks and opportunities, for the Council leaving the EU and the action being taken by the Council to address these, be noted.”

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

#### **670 Council Tax Base and Non Domestic Rating Base 2019/20**

The Committee considered Minute 608 of Cabinet held on the 17<sup>th</sup> January 2019 which had been referred direct to the Policy and Resources Scrutiny Committee together with a report of the Strategic Director (Finance and Resources) concerning the calculation of the Council Tax Base for 2019/20 and the submission of the National Non Domestic Rates (NDR1) form to the Department of Communities and Local Government (DCLG) by 31<sup>st</sup> January 2019.

Resolved:-

That the following decisions from Cabinet be noted:-

“In respect of the Council Tax Base:

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):

The Local Council Tax Support Scheme for 2019/20 approved by Council on 13 December 2018, be incorporated into the Council Tax base setting as outlined in Appendices A and B to the submitted report;

That the following changes to Council Tax discounts and exemptions approved by Cabinet on 5 January 2016 will remain unchanged, with the exception of the premium increase from 50% to 100% on Long Term Empty properties (those properties which have been empty for over 2 years or more) from 1 April 2019, these will be incorporated into the Council Tax Base:-

- Properties requiring or undergoing structural alteration or major repairs (Class D) as allowed by Section 11A of the Local Government Finance Act 2012 is set at 0%;
- Vacant and substantially unfurnished properties (Class C) as allowed by Section 11A of the Local Government Finance Act 2012 to be entitled to receive a discount of 100% for up to 1 month.
- The second homes discount and exemption (Classes A and B) that were approved by Council on 13 December 2012 will remain unchanged from 1 April 2019 and these are incorporated into the Council Tax Base;
- Long-term empty homes (Class C) as allowed by Section 11A of the Local Government Finance Act 2012, a current surcharge of 50% is set allowing a full charge of 150% where they have been unoccupied for more than 2 years. From April 2019 this surcharge will increase to 100% allowing a full charge of 200%;
- 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 2019/20 shall be 58,424.44 (Appendix A).

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 2019/20 shall be 8,839.09 (Appendix B).

In respect of the Non-Domestic Rates Base (NNDR1 Form):

4. That the NNDR1 form at Appendix C to the submitted report be approved for submission to the Ministry of Housing, Communities and Local Government.”

Note: This is an Executive Function

Referred direct to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Lamb

## **671 Draft Housing Revenue Account Budget 2019/20 and Rent Setting**

The Committee considered Minute 609 of Cabinet held on the 17<sup>th</sup> January 2019 which had been referred direct to the Policy and Resources Scrutiny



Committee together with a joint report of the Deputy Chief Executive (People) and Strategic Director (Finance and Resources) setting out the Housing Revenue (HRA) budget for 2019/20, together with the information necessary to set a balanced budget as required by legislation.

In response to questions that an Equalities Impact Assessment had not been undertaken in respect of the proposals contained in the report, the Cabinet Member for Adults and Housing said that this would be considered as part of the proposals to be discussed by Cabinet at the meeting on 12<sup>th</sup> February 2019.

Resolved:-

That the following decisions from Cabinet be noted:-

“1. That a rent reduction of 1% on secure tenancies, as required by the Welfare Reform and Work Act 2016, be endorsed.

2. That an average rent increase of 4.86% on shared ownership properties, be endorsed.

3. That the proposed rent changes in 1 and 2 above be effective from 1 April 2019.

4. That the increase in garage rents by 2.5% to £11.70 per week for tenants (£14.04, being £11.70 plus VAT for non-tenants), with all variants on a standard garage receiving a proportionate increase, be endorsed.

5. That the South Essex Homes core management fee of £5,738,000 for 2019/20, be endorsed, with additional one-off funding also being made available of:

- £10,000 for the data cleansing, training and embedding of new data protection practices in compliance with General Data Protection Regulations (GDPR); and
- £140,000 to undertake a project to achieve better integration between the various ICT systems that the company uses, with the aim to achieve efficiencies going forward.

6. That the South Essex Homes proposals for average changes of 4% in service charges and 17% in heating charges, be endorsed.

7. That the following appropriations, be endorsed:

- £60,000 to the Repairs Contract Pensions earmarked reserve;
- £1,397,000 to the Major Repairs earmarked reserve; and
- £444,000 HRA to the Capital Investment earmarked reserve.

8. That, subject to 1 to 7 above, the HRA budget as set out in Appendix 1 to the submitted report, be endorsed.

9. That the value of the Council's capital allowance for 2019/20 be declared as £37.326M, 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 12<sup>th</sup> February 2019, is a Council Function.

Cabinet Member: Cllr Cox

## **672 Draft Capital Investment Programme 2019/20 to 2023/24**

The Committee considered Minute 610 of Cabinet on 17<sup>th</sup> January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Strategic Director (Finance and Resources) outlining a draft programme of capital investment for the period 2019/20 to 2023/24.

Resolved:-

That the following decisions of Cabinet be noted:-

"1. That the current approved programme for 2019/20 to 2021/22 of £153.1m as set out in Appendix 1 to the submitted report, be noted.

2. That the Capital Investment Strategy for 2019/20 to 2023/24, as set out in Appendix 2 to the report, be approved.

3. That the following be approved:

(i) New schemes and additions to the Capital Investment Programme for the period 2019/20 to 2023/24 totalling £14.5m for the General Fund and £20.8m for the Housing Revenue Account (Appendix 6 to the submitted report);

(ii) Schemes subject to external funding approval for the period 2019/20 to 2020/21 totalling £3.0m (Appendix 6 to the report);

(iii) Schemes subject to viable business cases for the period 2019/20 to 2021/22 totalling £48.6m (Appendices 6 and 7 to the report).

4. That it be noted that the changes to the approved Programme will result in a proposed Capital Investment Programme of £177.0m for 2019/20 to 2023/24, as set out in Appendix 7 to the report, of which £70.7m is supported by external funding.

5. That it be noted that a final review is being undertaken on the 2018/19 projected outturn and the results will be included in the report to Cabinet on 12 February 2019."

Note: This is an Executive Function save that approval of the final budget following Cabinet on 12 February 2019 is a Council Function.

Cabinet Member: Cllr Lamb

## **673 Draft General Fund Revenue Budget 2019/20**

The Committee considered Minute 611 of Cabinet held on 17th January 2019, 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 2019/20.

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the 2019/20 draft revenue budget and any required commencement of consultation, statutory or otherwise, be endorsed.

2. That it be noted that the 2019/20 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 2019/20 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 2019/20 revenue budget, as endorsed, be referred to all three Scrutiny Committees, Business sector and Voluntary sector to inform the Budget Cabinet, which will then recommend the Budget and Council Tax to Budget Council.

5. That the Schools budget position and that the recommendations for the Education Board on 22 January 2019, as set out in Appendices 11 and 11(i) to the submitted report, be noted and referred to the People Scrutiny Committee and then to Budget Cabinet and Budget Council.

6. That the direction of travel for 2020/21 and beyond, noting the need for the organisation to move to a longer term and outcome based budgeting approach as set out in Section 15 of the report, be endorsed.”

Note: This is an Executive Function save that approval of the final budget following Cabinet on 12th February 2019 is a Council Function.

Cabinet Member: Cllr Lamb

## **674 Future Phases of Affordable Housing Development Programme/Update**

The Committee considered Minute 612 of Cabinet held on 17<sup>th</sup> January 2019 which had been referred direct to the Policy and Resources Scrutiny Committee together with a report of the Deputy Chief Executive (People). This provided an overview of the future phases of the HRA Land Review project and requesting agreement to progress with Phases 3 and 4 of the project, to fund and construct 56 units of affordable housing and undertake feasibility studies for Phases 5 and 6 of the project. The report also sought agreement to undertake Modern Methods of Construction (MMC) pilot projects across 2 garage sites and develop a Land Purchase Fund using existing S106 contributions.

In response to questions regarding the report, the Cabinet Member for Adults and Housing confirmed the following:-

- in the context of this report, 'affordable housing' means Council housing for rent at locally affordable rent levels
- the Council will continue to undertake the necessary business case assessment on any future disposals of isolated housing assets in the General Fund, to identify whether they can be used for housing
- if the modular build is successful, this will be tested on larger scale.

Resolved:-

That the following decisions of Cabinet be noted:-

"1. That sites be brought forward within Phases 3 and 4 of the HRA Land Review.

2. That further feasibility work be undertaken on a number of sites that will form Phases 5 and 6 of the HRA Project.

3. That the proposed method of funding for the projects and the use of S106 funds for the feasibility works for Phases 5 and 6, to a maximum of £50,000, be endorsed.

4. That the options for the delivery of 2 garage sites for Modern Methods of Construction (MMC) pilots be investigated, including undertaking a procurement exercise of solutions put forward by the market and also a value for money exercise. Furthermore, to explore subsequent pilot sites to test Modern Methods of Construction on a broader scale, including Lundy Close.

5. That the use of S106 contributions received from developers, in order to facilitate the provision of affordable housing through the creation of an ongoing fund for the purchase of developable land in the borough, be endorsed."

Note: This is an Executive Function  
Cabinet Member: Cllr Cox

## **675 Notice of Motion - Social Housing for Rent**

The Committee considered Minute 616 of Cabinet held on 17<sup>th</sup> January 2019 which had been referred direct to the Policy and Resources Scrutiny Committee. This concerned the notice of motion calling on the Council to explore all avenues for building social housing for rent at the former NHS land at Fossetts Farm and investigate potential funding options and calculating the potential benefit, both financial and social to Southend's residents.

Resolved:-

That the following decisions from Cabinet be noted:-

"1. That the notice of motion, be noted.

2. That the Council continues the work to identify housing development opportunities and the best way to deliver the scale of new housing, and specifically locally affordable housing, needed in Southend.

3. That through the work in 2 above, to identify the best delivery methods for those opportunities, including those which are best delivered through Southend Housing Ltd.

4. To continue working in partnership with Homes England to achieve the best outcome for development of the Fossetts Farm site, in terms of the number, tenure, affordability, design and overall quality of the homes to be built.”

Note: This is an Executive Function  
Cabinet Member: Cllr Cox

#### **676 Corporate Risk Register**

The Committee considered Minute 617 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Chief Executive presenting the corporate risk register Quarter 3 update.

Resolved:-

That the following decision of Cabinet be noted:-

“That the 2018/19 Corporate Risk Register and the Quarter 3 updates outlined in Appendix 1 to the submitted report, be noted.”

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

#### **677 Council Debt Position to 30 November 2018**

The Committee considered Minute 618 of Cabinet held on 17th January 2019 which had been referred direct to the Policy and Resources Scrutiny Committee together with a report of the Strategic Director (Finance and Resources) on the above.

Resolved:-

That the following decisions from Cabinet be noted:-

“1. That the current outstanding debt position as at 30th November 2018 and the position of debts written off to 30th November 2018, as set out in Appendices A and B of the submitted report, be noted.

2. That the write-offs greater than £25,000, as detailed in Appendix B to the report, be approved.”

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

## 678 Employment Appeals

The Committee considered Minute 619 of Cabinet held on 17<sup>th</sup> January 2019 which had been referred direct to the Policy and Resources Scrutiny Committee together with a report of the Strategic Director (Transformation). This recommended amendments to the Constitution and the Council's employment policies in respect of the dismissal appeal process.

Resolved:-

That the following recommendations of Cabinet be noted:-

"1. That amendments to the Constitution and the Council's employment policies so that appeals against dismissal by employees below Director level will be dealt with by the Chief Executive or a Deputy Chief Executive, be approved.

2. That the amendments to the following provisions of the Constitution as set out in Appendix 1 to the submitted report, be approved:

- Terms of Reference of the Appointments and Disciplinary Committee (Part 3, Schedule 2);
- Terms of Reference of the Appeals Committees A and B (Part 3, Schedule 2); and
- Delegations to Chief Officers (Part 3, Schedule 3).

3. That the amendments to the appeal process within the following Council employment policies, as shown in Appendix 2 of the report, be approved:

- Disciplinary & Dismissal Policy;
- Redundancy Policy;
- Sickness Absence Policy;
- Capability Policy."

Note: This is a Council Function  
Cabinet Member: Cllr Lamb

## 679 Revenue and Capital Monitoring to 30 November 2018

The Committee considered Minute 620 of Cabinet held on 17<sup>th</sup> January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with a report of the Strategic Director (Finance and Resources) presenting the Revenue and Capital budget report for the period ending 30<sup>th</sup> November 2018.

Resolved:-

That the following decisions of Cabinet be noted:-

"That, in respect of the 2018/19 Revenue Budget Monitoring as set out in appendix 1 to this report:

1. That the forecast outturn for the General Fund and Housing Revenue Account, as at November 2018, be noted.
2. That the planned management actions of £3,230,000 to achieve that forecast outturn, be noted.
3. That the planned budget transfers (virements) of £949,000, be approved.
4. That the transfer of £413,000 from the Children Social Care reserve to support additional secured placements, be approved.
5. That the transfer of £472,000 from the Dedicated School Grant reserve to support 2018/19 in year funding pressures, be approved.
6. That the potential transfer of £1,505,000 to the Business Transformation Reserve in respect of the forecast General Fund underspend, be noted.
7. That the potential transfer of £24,000 to the HRA Capital Investment Reserve in respect of the forecast HRA underspend, be noted.

That, in respect of the 2018/19 Capital Budget Monitoring as set out in appendix 2 of this report:

8. That the expenditure to date and the forecast outturn as at November 2018 and its financing, be noted.
9. That the requested changes to the 2018/19 capital investment programme as set out in Section 2 of Appendix 2 of the report, be approved.”

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

#### **680 Monthly Performance Report (November 2018)**

The Committee considered Minute 621 of Cabinet held on 17th January 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with the Monthly Performance Report covering the period to end November 2018.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.  
Executive Councillor:- As appropriate to the item.

#### **681 Standing Order 46**

The Committee considered Minute 622 of Cabinet held on 17<sup>th</sup> January 2019, which had been referred direct to scrutiny relating to item 1.1 (Grant of agreement lease of land at East Beach for a Restaurant Development).

Resolved:-

That the decision of Cabinet be noted:

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

**682 In-depth Scrutiny Project - Re-imagining the Town Centre in the context of the vision for Southend 2050**

Further to Minute 504 of its meeting held on 29<sup>th</sup> November 2018, the Committee received a brief oral update on the progress that had been made with the joint in-depth study to date.

Resolved:-

That the update be noted.

Note:- This is a Scrutiny Function.

**683 Exclusion of the Public**

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.

**684 Standing Order 46 Confidential Sheet**

The Committee considered Minute 624 of Cabinet held on 17<sup>th</sup> January 2019, which had been referred direct to the Policy and Resources Scrutiny Committee relating to item 1.1 (Grant of agreement lease of land at East Beach for a Restaurant Development).

Resolved:-

That the decision of Cabinet be noted:

Note: This is an Executive Function  
Cabinet Member: Cllr Lamb

**Chairman:** \_\_\_\_\_



## SOUTHEND-ON-SEA BOROUGH COUNCIL

### Meeting of Development Control Committee

**Date: Wednesday, 6th February, 2019**

**Place: Committee Room 1 - Civic Suite**

# 19

**Present:** Councillor D Garston (Chair)  
Councillors B Arscott (Vice-Chair), M Borton, S Buckley, A Dear,  
F Evans, N Folkard\*, D Garne, S Habermel, R Hadley, H McDonald,  
C Mulroney, D Norman MBE, P Van Looy, C Walker and N Ward  
\*Substitute in accordance with Council Procedure Rule 31.

**In Attendance:** G Gilbert, T Row, T Hartley, K Waters, P Keyes, C White, A  
Greenwood and M Warren

**Start/End Time:** 2.00 pm - 3.30 pm

#### **685 Apologies for Absence**

Apologies were received from Councillor J Garston (Substitute: Councillor Folkard).

#### **686 Declarations of Interest**

The following interests were declared at the meeting:

(a) Councillor Folkard – Agenda item No. 6 (18/0217/FUL Dawlea, Cliff Road, Leigh-on-Sea) – Disqualifying Non-Pecuniary Interest – One of the residents is known to him.

(b) Councillor D Garston – Agenda item No. 5 (18/0215/FULM – Car park at 27 Victoria Avenue, Southend-on-Sea) – Non-Pecuniary Interest – Agent of objector is known to him.

(c) Councillor Mulroney – Agenda item No. 8 (18/02275/AMDT – 34 Percy Road, Leigh-on-Sea) – Non-Pecuniary Interest – Member of Leigh Town Council (Non Planning).

#### **687 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.

**688 18/01847/FULM - Chase High School, Prittlewell Chase, Westcliff-on-Sea (Prittlewell Ward)**

**Proposal: Erect three storey teaching block (class D1) with canopy roof to front and side, comprising 14 Classrooms, ancillary offices and ground floor dining area, layout additional car parking spaces and 103 cycle parking spaces.**

**Applicant: Brentwood Academies Trust**

**Agent: Ingleton Wood LLP**

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 shall be carried out in accordance with the approved plans: CHASE-IW-XX-XX-DR-2100 P8, CHASE-IW-XX-XX-DR-2102 P1, CHASE-IW-ZZ-XX-DR-A-2101 P7, CHASE-IW-ZZ-XX-DR-A-2201 P5, CHASE-IW-ZZ-XX-DR-A-2202 P1, CHASE-IW-XX-XX-DR-A-2204 P4, CHASE-IW-XX-XX-DR-A-2206 P1

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

03 Notwithstanding the information submitted with the application, no development above ground level shall take place until samples of the materials to be used on all the external elevations of the development hereby approved have been submitted to and approved in writing by the local planning authority. The development shall only be carried out and completed in accordance with the approved details.

Reason: To safeguard the character and appearance of the 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).

04 No development above ground level shall take place until full details of both hard and soft landscape works and any boundary treatments to be carried out at the site have been submitted to and approved in writing by the local planning authority. The approved hard landscaping works and boundary treatments shall be carried out prior to first use of the development hereby approved and the soft landscaping works within the first planting season following first use of the development. These details shall include, for example:-

- i. proposed finished levels or contours;
- ii. hard surfacing materials and means of enclosing the site;
- iii. details of the number, size and location of the trees, shrubs and plants to be planted together with a planting specification, details of the management of the site, e.g. the uncompacting of the site prior to planting, the staking of trees and

removal of the stakes once the trees are established, and details of measures to enhance biodiversity within the site.

Reason: To safeguard the character and appearance of the surrounding area and the amenities of the occupants of the proposed development in accordance with Policies DM1, DM3, DM5 and DM8 of the Development Management Document (2015) and Policies KP2 and CP4 of the Core Strategy (2007).

05 Prior to the first use of the development hereby approved, 41 off street car parking spaces shall be provided and made available for use at the site as shown on Drawing No. CHASE-IW-ZZ-XX-DR-A-2101 P7. The approved parking spaces shall thereafter be retained in perpetuity only for the parking of vehicles in connection with the school use.

Reason: To ensure the adequate provision of parking at the site in accordance with policy DM15 of the Development Management Document (2015).

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

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

07 Prior to the first use of the development hereby approved, details shall be submitted to and approved in writing by the local planning authority identifying the provision of 103 covered and secure cycle parking spaces and refuse and recycling storage at the site. The approved cycle parking and refuse and recycling storage shall be provided in full and made available for use by pupils and staff at the school prior to the first use of the development 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 and DM15 of Development Management Document.

08 Hours of works associated with this permission shall be limited to 8am - 6pm Monday to Friday, 8am - 1pm Saturday. No works shall be carried out on Sundays or Bank Holidays.

Reason: In the interests of the residential amenity of the adjoining residents and to ensure that the development complies with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) policies DM1 and DM3 and The Design and Townscape Guide (2009).

09 No external lighting, including floodlights shall be installed unless details of its design and location have been previously agreed in writing by the local planning authority.

Reason: In the interest of biodiversity and the safety and amenities of the area, and to protect the amenities of surrounding occupiers in accordance with policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

10 The development hereby approved shall be undertaken and completed in accordance with the recommendations contained within the approved Extended Phase 1 Habitat Survey Report undertaken by D F Clark Bionomique Ltd dated 11 July 2018 (reference DFCP 4273-01).

Reason: In the interests of biodiversity and ecology in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP1, KP2 and CP4.

11 Notwithstanding information submitted with this application the development shall not be brought into first use unless and until full details of the bird and bat boxes to be installed at the site have been submitted to and approved in writing by the local planning authority. The approved bird and bat boxes shall be provided in full prior to the first use of the development hereby approved and retained as such in perpetuity.

Reason: To ensure the development provides biodiversity and ecology benefits in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP1, KP2 and CP4.

12 Site clearance works shall be undertaken outside of the bird nesting season (October to February) or if this is not possible then the site shall be surveyed by an ecologist before works commence. If nesting birds are found then work shall not commence until the young have fledged.

Reason: To protect biodiversity and ecology in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP1, KP2 and CP4.

13 The development hereby approved shall be undertaken in accordance with the recommendations contained within the approved Phase I Geo-Environmental Desk Study dated 9th July 2018 (reference UK18.4105 issue 1).

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) Policies KP2 and CP4 and Policies DM1 and DM14 of the Development Management Document (2015).

14 Subject to condition 13 above, if any contaminant is found on the site during the investigations or during construction, no development shall take place until intrusive investigation (Phase II contaminated land assessment) is carried out to delineate the extent of the contamination and a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historical environment has been submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of

remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures. The scheme must ensure that the site will not qualify as contaminated land under Part 2A of the environmental Protection Act 1990 in relation to the intended use of the land after remediation.

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 the developer has submitted, and obtained written approval from the Local Planning Authority a remediation strategy detailing how this unsuspected contamination shall be dealt with. All agreed remediation works must be implemented in their entirety prior to further construction works commencing unless otherwise agreed in writing by the LPA.

All approved remediation works must be implemented and completed in their entirety prior to development commencing unless otherwise agreed in writing by the LPA.

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) Policies KP2 and CP4 and Policies DM1 and DM14 of the Development Management Document (2015).

15 The development hereby approved, for purposes falling within Class D1, shall be limited to a school teaching block within use class D1 only and shall not be used for any other purpose, including any other use falling within use Class D1 of 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 determine the scope of the permission in terms of its impact on community infrastructure in accordance with Core Strategy Policy CP6.

16 Notwithstanding the information submitted with the application, the development hereby approved shall not be brought into first use unless and until a Travel Plan including a comprehensive survey of users, targets to reduce car journeys to and from the site, identifying sustainable transport modes including cycling and modes of public transport and measures to reduce car usage has been submitted to and agreed in writing by the local planning authority. The approved Travel Plan shall be fully implemented prior to first use of the development hereby approved and be maintained thereafter in perpetuity and shall be reviewed after 12 months of the development. For the first three years at the end of each calendar year a document setting out the monitoring of the effectiveness of the Travel Plan and setting out any proposed changes to the Plan to overcome any identified issues and timescales for doing so must be submitted to and approved in writing by the local planning authority. The agreed adjustments shall be implemented in accordance with the agreed conclusions and recommendations.

Reason: In the interests of sustainability, accessibility, highways efficiency and safety, residential amenity and general environmental quality in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2, CP3 and CP4, Development Management Document (2015) Policy DM15, and Design and Townscape Guide (2009).

17 No development above ground level shall be undertaken, in accordance with the Drainage Statement (Ingleton Wood, July 2018, Document Ref: 111461), unless and until detailed design of a surface water drainage scheme incorporating the following measures has been submitted to and agreed in writing by the Local Planning Authority. The approved scheme shall be implemented in accordance with the approved details prior to the first use of the development hereby approved. The scheme shall address the following matters:

a. Provide an assessment of suitability for infiltration, accounting for the presence of constraints on infiltration SuDS, drainage potential, and the potential for ground instability or contamination as a result of infiltration. The applicant needs to include evidence that infiltration testing has been undertaken for the site and that they are compliant with BRE365 guidance.

b. Provide evidence that they have contacted the relevant third party landowner to seek permission to cross their land to discharge runoff direct to the watercourse.

c. Provide confirmation of the existing runoff rates for the 1 in 1 year, 1 in 30 year and 1 in 100 year storm events and Greenfield runoff rates for the site.

d. Provide evidence demonstrating that surface water runoff retention on site has been maximised for the 1 in 100 year plus climate change storm event to achieve an overall discharge from the site as close as possible to greenfield runoff rate. A robust justification of the proposed drainage arrangement shall be provided if a reduced discharge rate is not considered to be feasible. The applicable climate change allowance is subject to agreement from the LPA on the proposed design life of 50 years for the development.

e. Provide MicroDrainage calculations to demonstrate the hydraulic performance of the entire network, including the proposed pipe network, for the 1 in 1 year, 1 in 30 year, 1 in 100 year and 1 in 100 year plus climate change.

f. Provide a plan illustrating the conveyance and exceedance flow routes for storm events exceeding the 1 in 100 year plus allowance for climate change.

g. Provide an updated drainage layout plan indicating the dimensions, storage volumes, pipe sizes and gradients, manhole cover and invert levels, proposed discharge rates, flow controls and final discharge connection in accordance with the submitted calculations. Engineering plans should be provided for each of the SuDS and critical drainage elements, including the flow control features.

h. Provide information on the management of health and safety risks in relation to feature design.

i. Provide system valuation (including capital costs, operation and maintenance costs, cost contributions) and a demonstration of long term economic viability.

j. Provide evidence of consent from Anglian Water to discharge at the proposed rate and connection point (if it is not possible to seek agreement to cross third party land to discharge direct to watercourse).

k. Provide a method statement regarding the management of surface water runoff during the construction phase of the project.

l. Provide an updated site specific maintenance plan to ensure the frequency of the flow control maintenance is suitable given the size of the proposed orifice plates.

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

18 No drainage works shall commence until a surface water management strategy has been submitted to and approved in writing by the local planning authority. No hard-standing areas are to be constructed until and unless the works have been carried out in accordance with the strategy.

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

19 Notwithstanding the information submitted with this application, prior to the first use of the building hereby approved, a waste management strategy and full details of the refuse and recycling storage for the approved development shall be submitted to and approved in writing by the local planning authority. The approved waste management strategy shall be implemented and the approved refuse and recycling store shall be provided in full and made available for use prior to the first use of the building hereby approved and shall be retained as such in perpetuity.

Reason: To ensure the provision of adequate refuse and recycling storage in accordance with the National Planning Policy Framework (2018) and Policy DM3 of Development Management Document (2015).

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

1. Community Infrastructure Levy Liability Notice (CIL Regulation 65):- 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. However, should the nature of the use change then you are advised to contact the planning department to discuss the requirement for planning permission and CIL liability.
2. You should be aware that in cases where damage occurs during construction works to the highway in implementing this permission that Council may seek to recover the cost of repairing public highways and footpaths from any party responsible for damaging them. This includes damage carried out when implementing a planning permission or other works to buildings or land. Please take care when carrying out works on or near the public highways and footpaths in the Borough.
3. Anglian Water has assets close to or crossing the site or there are assets subject to an adoption agreement. Therefore the site layout should take this into account and accommodate those assets within wither prospectively adoptable highways or public open space. If this is not practicable then the sewers will need to be diverted at the developers cost under Section 185 of the Water Industry Act 1991, or, in the case of apparatus under an adoption agreement, liaise with the owners of the apparatus. It should be noted that the diversion works should normally be completed before the development can commence.
4. Notification of intention to connect to the public sewer under S106 of the Water Industry Act Approval and consent will be required by Anglian Water, under the Water Industry Act 1991, Contact Development Services Team 0345 606 6087.
5. It is highly likely that there are gas services and associated apparatus in the vicinity. Works on private land must not infringe Cadent and/or National Grid's legal rights. You must verify and establish the actual position of mains, pipes, cables, services and other apparatus before any activities are undertaken.



689 18/02151/FULM - Car Park at 27 Victoria Avenue, Southend-on-Sea  
(Victoria Ward)

**Proposal: Erect 217 self-contained flats comprising of part 13/part 15 storey building fronting Victoria Avenue and part 2 to part 12 storeys to rear with balconies to all elevations, roof terraces at second, eighth, ninth, eleventh and twelfth floors to rear, form commercial units (Use Classes A1, A2, A3 and A4) at ground floor level, layout 172 parking spaces at ground and first floor car park and cycle storage to rear, install vehicular accesses on to Victoria Avenue, form loading bays, alterations to highway, public realm alterations and associated landscaping (amended proposal).**

**Applicant: Weston Homes Plc and Mapeley Steps Ltd**

**Agent: n/a**

Resolved:

(a) That PLANNING PERMISSION be GRANTED subject to completion a PLANNING AGREEMENT under section 106 of the Town and Country Planning Act 1990 (as amended) and all appropriate legislation to secure the following:

- 22 units of affordable housing (14 x 1 bed and 8 x 2 bed) all of which constitute shared ownership and an affordable housing review mechanism.
- £145,432.29 contribution towards secondary education
- Costs associated with any Traffic Regulation Order deemed necessary in association with the highway works and costs associated with providing loading bays.
- The provision of Travel Packs for residents and commercial operators and Travel Plan Monitoring.
- £10,850 towards biodiversity mitigation, management, protection or education.
- Costs associated with public realm works on the highway to the front of the site, including the provision of visitor cycle racks within the highway and securing public access to the northern side of the site.

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

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

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

02 The development shall be carried solely out in accordance with the approved plans: AA7218-2000-RevA, AA7218-2001-RevA, AA7218-2010-RevA, AA7218-2011-RevA, AA7218-2100-RevA, AA7218-2101-RevB, AA7218-2102-RevB, AA7218-2103-RevB, AA7218-2104-RevA, AA7218-2105-RevA, AA7218-2106-RevA, AA7218-2107-RevA, AA7218-2108-RevA, AA7218-2109-RevA, AA7218-2110-RevB, AA7218-2111-RevB, AA7218-2112-RevB, AA7218-2113-RevB, AA7218-2114-RevB, AA7218-2115-RevA, AA7218-2200-RevA, AA7218-2201-RevA, AA7218-2210-RevA, AA7218-2211-RevA, AA7218-2220-RevA, AA7218-

2221-RevA, AA7218-2222-RevA, AA7218-2223-RevA, AA7218-2224-RevA, AA7218-2225-RevA, AA7218-2226-RevA, AA7218-2240-RevA, AA7218-2241-RevA, AA7218-2242-RevA, AA7218-2243-RevA, AA7218-2300-RevA, AA7218-2301-RevA, AA7218-2302-RevA, AA7218-2304-RevA, AA7218-2305-RevA, AA7218-2306-RevA, AA7218-2307-RevA, AA7218-2320-RevA, AA7218-2340-RevA, AA7218-2341-RevA, AA7218-2342-RevA, AA7218-2343-RevA, AA7218-2345-RevA, AA7218-2346-RevA, AA7218-2347-RevA, AA7218-2348-RevA, AA7218-2349-RevA, AA7218-2350-RevA, AA7218-2351-RevA, AA7218-2552, AA7218-2353, AA7218-2360-RevA, WH189/18/15.02 (Surface Water Drainage Strategy), 2785-SK-08-RevC, 21110se-01

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, no construction works above the ground floor slab level shall take place until product details and samples of the materials to be used in the construction of the external elevations of the building hereby permitted, including roofs, cladding, balconies, balustrades, windows and doors and shopfronts have been submitted to and approved in writing by the local planning authority. The development shall be finished in the approved facing brickwork Red: Freshfield Lane- Selected Light, Grey/Brown: Weinberger - Pagus Grey and Black: Weinberger - Graphite Black or any other brick details subsequently submitted to and approved in writing by the local planning authority. The development shall be carried out and completed only in full accordance with the approved details.

Reason: To safeguard character and appearance of the area and amenities of neighbouring occupiers in accordance with Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1 and DM3 of the Development Management Document (2015) and the Design and Townscape Guide (2009).

04 Notwithstanding the details shown on the plans submitted and otherwise hereby approved, no construction works other than demolition above slab level shall take place until full details of both hard and soft landscape works to be carried out at the site 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 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. means of enclosure, of the site including any gates or boundary fencing including to the roof top terrace areas;
- iii. other vehicle and pedestrian access and circulation areas;
- iv. hard surfacing materials;
- v. minor artefacts and structures (e.g. furniture, loggia, bollards, play equipment, refuse or other storage units, signs, lighting, etc.);
- vi. details of the number, size and location of the trees, shrubs and plants to be retained and planted together with a planting specification
- vii. details of measures to enhance biodiversity within the site as recommended in the submitted ecology report;

- viii. details of the proposed green wall to the car park elevations and the proposed brown and green roofs including cross sections and planting details as appropriate
- ix. landscaping management plan to be implemented for a minimum of 5 years
- x. location and design of visitor cycle parking

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. The proposed landscape strategy shall include the ecology recommendations as set out in Section 7 of the Ecological Assessment by Ecology Solutions reference 7742.EcoAs.dv3 dated April 2018.

Reason: To safeguard character and appearance of surrounding area 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).

05 The development shall not be occupied until 174 car parking spaces, of which 22 shall be for disabled users, have been provided at the site and made available for use solely for occupiers of the residential units hereby approved and their visitors all in accordance with drawings AA7218-2100RevA and AA7218-2101RevB 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 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 Policy CP3 of the Core Strategy (2007) and Policy DM15 of the Council's Development Management Document (2015).

06 Notwithstanding the details shown on the plans submitted and otherwise hereby approved, no construction works other than demolition above slab level shall take place until full detailed design drawings of the entrance and shopfront bays, window reveals, balconies and Juliette balconies, brick and stone work detailing and shopfronts including approach to signage at appropriate scales as appropriate shall be submitted to and agreed in writing by the local planning authority. The development shall be carried out and in accordance with the approved details before it is brought into use.

Reason: In the interest of the visual amenities and character of the area, and to protect the amenities of surrounding occupiers in accordance with Policies KP2 and CP4 of the Core Strategy (2007) and Policy DM1 of the Development Management Document (2015).

07 The development shall not be occupied until the 218 secure, covered cycle parking spaces to serve the development as shown on drawing AA7218-2100RevA have been provided at the site and made available for use in full accordance with the approved plans by occupiers of the residential units hereby approved and their visitors. The approved scheme shall be permanently retained thereafter.

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

08 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 in full throughout the construction period. The Statement shall provide, amongst other things, for:

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

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy (2007) and Policy DM1 of the Development Management Document (2015).

09 Prior to the occupation of the development the 65025kwh array of photovoltaic panels as shown on drawings reference AA7218-2115RevA and AA7218-2114RevA and detailed in the Energy and Sustainability Report by Stansted Environmental Services reference ENV001-VICT-055 shall be installed at the site and be operational and shall be permanently retained thereafter.

Reason: In the interests of providing sustainable development in accordance with Policy KP2 of the Core Strategy (2007) and Development Management Document (2015) Policy DM2.

10 Before any of the residential units hereby approved are first occupied or brought into use, the development hereby approved shall be carried out in a manner to ensure that 10% (22) of the flats hereby approved comply with building regulation M4 (3) 'wheelchair user dwellings' standard and the remaining 195 flats comply with building regulation standards part M4(2) 'accessible and adaptable dwellings upon occupation.

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 (2018), 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 shall be submitted to and approved in writing by the local planning authority. The development shall be implemented in accordance with the approved details before it is first occupied and shall 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 (2018) Core Strategy (2007) Policy KP2, Development Management Document (2015) Policy DM2 and the Design and Townscape Guide (2009).

12 Notwithstanding the details shown in the plans submitted and otherwise hereby approved, the development hereby granted consent shall not be occupied or brought into use unless and until plans are submitted to the Local Planning Authority and approved in writing which clearly specify all the windows and other openings in the development that are to be permanently glazed with obscured glass and fixed shut or provided with only a fanlight (or other similar) opening and the manner and design in which these windows and openings are to be implemented. The development hereby permitted shall be implemented in full accordance with the details approved under this condition before it is first occupied or brought into use and shall be permanently retained as such thereafter. The windows included within such agreed scheme shall be glazed in obscure glass which is at least Level 4 on the Pilkington Levels of Privacy, or such equivalent as may be agreed in writing with the local planning authority. Top hung lights agreed within such scheme shall be a minimum of 1.7 metres above internal floor level. 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. The windows shall be retained in accordance with the agreed details in perpetuity thereafter.

Reason: To avoid overlooking and the resultant loss of privacy of the adjoining residential properties, in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policies KP2 and CP4, and Development Management Document (2015) Policy DM1 and advice contained within the Design and Townscape Guide (2009).

13 With the exception of below ground investigation work and removal of the previous structures on site, no development shall take place until and unless the following details have been submitted and approved in writing by the local planning authority.

A. An instructive investigation (Phase II Site Investigation) must be undertaken in order to quantify the risks identified by the Phase 1 Site Investigation. The investigation must be undertaken in accordance with the scope of work outlined in the Phase 1 Desk Study and Preliminary Risk Assessment 27 Victoria Avenue by Stansted Environmental Service Ltd reference CON001-VICT-055. The Phase II report must be submitted to the Local planning authority for approval. The assessment must be undertaken by a competent person in accordance with British Standards 10175:2011 (Investigation of potentially contaminated sites – Code of Practice) and the Environment Agency/DEFRA 'Model Procedures for the Management of Land Contamination.

B. Where the Phase II Investigation Report identifies any unacceptable risk or risks, a detailed Site Remediation Strategy to deal with land contamination and

/or pollution of controlled waters affecting the site shall be submitted and approved by the local planning authority. With the exception of below ground investigation work and removal of the previous structures on site, no development shall take place until and unless this Site Remediation Strategy has been approved in writing by the local planning authority.

C. The site shall be remediated in accordance with the approved Site Remediation Strategy before the construction of the development hereby approved begins. A Validation Report for the Site Remediation Strategy shall be submitted to, and agreed in writing by the local planning authority before completion of the development or occupation of the premises (whichever comes first).

D. If, during the development, land contamination not previously considered is identified, then the Local Planning Authority shall be notified immediately and no further works shall be carried out until a method statement detailing a scheme for dealing with suspect contamination has been submitted to and agreed in writing with the Local Planning Authority

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) Policies KP2 and CP4 and Policies DM1 and DM14 of the Development Management Document (2015).

14 All the noise mitigation measures outlined in the Environmental Noise Assessment Report No. ENV1-VICT-055 of 15th November 2018 to protect future residents of the building from the impact of vehicular noise along Victoria Avenue and the surrounding area including the railway activity must be implemented in their entirety prior to occupation of any of the residential units hereby approved to achieve an internal noise level of no greater than 30dB and the approved measures implemented shall be maintained in perpetuity.

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).

15 The development shall be undertaken and thereafter managed in perpetuity in strict accordance with the approved Car Park Management Strategy by Weston Homes dated November 2018 and the Recycling / Waste Management Strategy dated November 2018 or any other car park management and waste strategy that has been previously submitted to and approved in writing by the local planning authority.

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).

16 No extraction or ventilation equipment for the proposed non-residential uses hereby approved shall be installed until and unless full details of its location,

design and technical specifications and a report detailing any mitigation measures proposed in respect of noise and odour impacts has been submitted to, and approved in writing by, the Local Planning Authority. The installation of extraction equipment shall be carried out in full accordance with the approved details and specifications and any noise and odour mitigation measures undertaken in association with the agreed details before the extraction and ventilation equipment is brought into use. With reference to British Standards BS4142 the noise rating level arising from all plant and extraction/ventilation equipment shall be at least 5dB(A) below the prevailing background at 3.5 metres from the ground floor facades and 1m from all other facades of the nearest noise sensitive property with no tonal or impulsive character.

Reason: To protect the amenities of the occupiers from undue noise and disturbance in order to protect their amenities in accordance with Core Strategy (2007) policies KP2 and CP4, Policies DM1, DM3 and DM8 of the Development Management Document (2015) and Design and Townscape Guide (2009).

17 The rating level of noise for internal activities (including amplified and unamplified music and human voices) at the site shall be at least 10dB(A) below the background noise level to ensure inaudibility in the nearest noise sensitive premises. If noise modelling software is used to calculate the likely levels or impact of the noise then any actual measurement taken such as LA90 must be taken in accordance with BS7445. The assessment shall be carried out by a suitably qualified and experienced acoustic consultant who would normally be a member of the Institute of Acoustics.

Reason: To protect the amenities of the occupiers from undue noise and disturbance in order to protect their amenities in accordance with Core Strategy (2007) policies KP2 and CP4, Policies DM1, DM3 and DM8 of the Development Management Document (2015) and Design and Townscape Guide (2009).

18 Prior to commencement of construction of the development hereby approved, in accordance with the SuDS Drainage Assessment (Document Ref: WH189 Revision C ,Victoria Avenue, November 2018) detailed design of a surface water drainage scheme incorporating the following measures shall be submitted to and agreed with the Local Planning Authority in consultation with the Lead Local Flood Authority. The approved scheme will be implemented prior to the first occupation of the development. The scheme shall address the following matters:

a. Provide an assessment of suitability for infiltration, accounting for the presence of constraints on infiltration SuDS, drainage potential, and the potential for ground instability or contamination as a result of infiltration. The applicant needs to include evidence that infiltration testing has been undertaken for the site and that they are compliant with BRE365 guidance. If infiltration is found to be viable an updated drainage strategy should be submitted along with information in relation to the potential for ground instability or deterioration in groundwater quality as a result of infiltration.

b. Provide MicroDrainage calculations to demonstrate the hydraulic performance of the entire network, including the proposed pipe network, for the 1 in 1 year, 1 in 30 year, 1 in 100 year and 1 in 100 year plus 40% climate change, demonstrating that the maximum overall discharge from the site will be limited to greenfield runoff rate.

c. Provide an updated drainage layout plan indicating the dimensions and storage volumes for all features, pipe sizes and gradients, manhole cover and invert levels, proposed discharge rates, flow controls and final discharge connection in accordance with the submitted calculations. Engineering plans should be provided for each of the SuDS and critical drainage elements, including the flow control features.

d. Provide information on the provision of drainage for large storm events, including protection for SuDS systems. This should include clarification on the proposed mitigation measures to prevent exceedance flood water from the car park area affecting the utility areas which have their proposed finished flood levels at the same level as the car park.

e. Provide evidence of consent from Anglian Water to discharge at the proposed rate and connection point.

f. Provide a site specific maintenance plan.

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

19 Construction Hours shall be restricted to 8am – 6pm Monday to Friday, 8am - 1pm Saturday and not at all on Sundays or Bank Holidays.

Reason: In the interests of visual amenity and the amenities of neighbours and to ensure a satisfactory standard of landscaping pursuant to Policy CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

20 Prior to occupation of the development hereby approved details of the number and location of electric car charging points to be installed in the car park shall be submitted to and approved in writing by the local planning authority. The agreed details shall then be implemented in full accordance with the details approved under this condition before the residential units hereby approved are occupied and be maintained as such in perpetuity thereafter.

Reason: In the interests of providing sustainable transport choices in accordance with Policy KP2 of the Core Strategy (2007) and Development Management Document (2015) Policy DM2.

21 The non-residential units hereby approved shall not be open for customers outside the following hours: - 0700 hours to 2200 hours on any day.

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



22 Details of the external lighting to be installed in the development hereby approved shall be submitted to and approved in writing by the local planning authority before any part of the development is first occupied or brought into use. Development shall be carried out in accordance with those approved details before the development is occupied or brought into use.

Reason: In the interest of the safety and amenities of the area, and to protect the amenities of surrounding occupiers in accordance with policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

23 Notwithstanding the provisions of Part 3 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) or any revocation, amendment or adaptation of this legislation of for the time being may be in force, the commercial floorspace hereby approved shall be used only for purposes falling within Classes A1, A2, A3, or A4 of the Town and Country Planning (Use Classes) Order 1987 as amended (or any statutory modification or re-enactment or replacement thereof (as the case may be) for the time being in force).

Reason: In order to protect the amenities of occupiers of the development surrounding occupiers and to protect the character and amenities of the area in accordance with Policies CP1, KP2 and CP4 of the Core Strategy (2007) and Policies DM1, DM11 and DM3 of the Development Management Document (2015).

24 There shall be no use of the frontage for outdoor seating or dining in relation to the commercial units between the hours of 22:30 and 08:30 each day.

Reason: In order to protect the amenities of occupiers of the development and surrounding occupiers in accordance with policies KP2 and CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

25 The development shall not be occupied until the commercial and residential refuse stores that serve the development as shown on drawing AA7218-2100RevA have been provided at the site in full accordance with the approved plans and made available for use by occupiers of the residential and commercial units hereby approved. The approved scheme shall be permanently retained for the storage of waste and recycling thereafter.

Reason: To ensure that adequate refuse and recycling storage is provided and retained to serve the development in accordance with Policies KP2 and CP4 of the Core Strategy (2007) and Policies DM8 and DM15 of the Development Management Document (2015).

26 The development shall not be occupied until details of the 3 secure, covered cycle parking spaces to serve the commercial element of the development hereby approved have been submitted to and approved in writing by the local planning authority. The development shall be carried out in accordance with those approved details before the development is occupied or brought into use. The approved scheme shall be permanently retained for cycle storage thereafter.

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

27 Notwithstanding the provisions of the Town and Country Planning Advertisement Regulations (2007) and the Town and Country Planning General Permitted Development Order (2015) as amended or any orders or acts revoking or amending these orders, the existing shopfront windows in the building shall remain clear glazed and shall not be obscured (including through advertisements, vinyls or any other structures, operations or internal or external works) without the receipt of the prior written consent of the Local Planning Authority.

Reason: To maintain the vitality and viability of the town centre and to safeguard the character and appearance of the development in accordance with policies KP2 and CP4 of the Core Strategy (2007), Policy PA8 of the Southend Central Area Action Plan (2018) and Policy DM1 of the Development Management Document (2015).

28 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) the following operations shall not be undertaken without the receipt of prior specific express planning permission in writing from the Local Planning Authority on the building hereby approved:

A. The installation of any structures or apparatus for purposes relating to telecommunications on any part the roof of the buildings hereby approved, including any structures or development otherwise permitted under Part 16 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) or any equivalent Order amending, revoking or re-enacting that Order

Reason: To ensure that the development does not impact adversely on the townscape and character of the area and to ensure the Local Planning Authority can control the development in the area so that it accords with policies KP2 and CP4 of the Core Strategy (2007) and policies DM1 and DM3 of the Development Management Document (2015) and advice contained within the Southend Design and Townscape Guide (2009).

(c) In the event that the planning obligation referred to in part (a) above has not been completed by 21st February 2019 (or an extension of this time as may be agreed by the Director of Planning and Transport or Group Manager Planning & Building Control), the Director of Planning and Transport or Group Manager of Planning and Building Control be authorised to refuse planning permission for the application on the grounds that the development would not provide for affordable housing, highway works, travel packs, biodiversity mitigation or education provision and that as such the proposal would be unacceptable and contrary to Policies KP2, KP3, CP3, CP6 and CP8 of the Core Strategy (2007) and Policies DM1, DM3, DM7 and DM15 of the Development Management Document (2015).

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). 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](http://www.southend.gov.uk/cil).

02 You should be aware that in cases where damage occurs during construction works to the highway in implementing this permission that Council may seek to recover the cost of repairing public highways and footpaths from any party responsible for damaging them. This includes damage carried out when implementing a planning permission or other works to buildings or land. Please take care when carrying out works on or near the public highways and footpaths in the Borough.

03 The applicant is advised that if a crane or piling rig is required to construct the proposed development, this will need to be safeguarded by the Airport Authority independent of this permission. Please note that this may be restricted in height and may also require full coordination with the Airport Authority dependant on location. Any crane applications should be directed to [sam.petrie@southendairport.com](mailto:sam.petrie@southendairport.com) / 01702 538521.

04 Due to the nature of the site with residential dwellings nearby this site will require a COPA 1974 (Sec 61) Agreement with Southend Borough Council before Construction can begin. Please contact the Regulatory Services Group on 01702 215005.

05 This permission is governed by a legal agreement between the applicant and the Borough Council under Section 106 of the Town and Country Planning Act 1990. The agreement relates to a financial contribution towards affordable housing, secondary education and biodiversity mitigation, management protection and education.

06 The works to existing highway will require a Section 278 agreement or Highways Licence.

07 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.

08 The applicant is advised that due to the presence of Cadent and/or National Grid apparatus in proximity to the specified area, the contractor should contact Cadent Plant Protection Team on [plantprotection@cadentgas.com](mailto:plantprotection@cadentgas.com) or Tel 0800688588 before any works are carried out to ensure the apparatus is not affected by any of the proposed works.

09 The applicant is advised that separate advertisement consent is likely to be required for any signage for the development. This must be obtained prior to installation of the signage.

**690 18/02171/FUL - Dawnlea, Cliff Road, Leigh-on-Sea (Chalkwell Ward)**

**Proposal: Demolish existing chalet bungalow, erect one detached and two semi-detached dwellings with basement levels, layout parking to front and amenity space to rear.**

**Applicant: 111 Invest Ltd**

**Agent: Beresford & Barns Ltd**

Resolved:

That PLANNING PERMISSION be REFUSED for the following reason:

The proposal, by reason of the plot widths proposed, the design, scale, layout and position of the dwellings and the development's positioning in relation to the prevailing street frontage, would result in a cramped and contrived overdevelopment of the site that would cause material harm to the character and appearance of the site, the streetscene and the wider area. This is unacceptable and contrary to National Planning Policy Framework (2018), 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).

691 18/02174/FUL - Rear of 555, London Road, Westcliff-on-Sea (Westborough Ward)

**Proposal: Change of use from existing Light Industrial (Class B1c) to two self-contained flats (Class C3), replace existing single storey rear extension, form cycle store and amenity space to rear, erect boundary wall to front to form courtyard and erect bin store to front.**

**Application: RG Airspace Developments Ltd**

**Agent: n/a**

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: 18-555LR-01/B, 18-555LR-02/C, 18-555LR-03.

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

03 No part of the development shall be occupied until full details of the refuse and recycling facilities have been submitted to and agreed in writing by the Local Planning Authority. The refuse and recycling facilities shall be implemented and made available for use in accordance with the approved details before first occupation of any of the development and shall be permanently maintained thereafter.

Reason: To ensure that satisfactory refuse and recycling facilities are provided at the site in the interest of sustainability and amenity in accordance with the National Planning Policy Framework (2018), Core Strategy (2007) Policy KP2, Policies DM1 and DM8 of the Development Management Document (2015) and the Design and Townscape Guide (2009).

04 The dwellings hereby approved shall incorporate 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 before they are occupied.

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

05 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.

Reason: To minimise the environmental impact of the development through efficient use of resources and better use of sustainable and renewable resources in accordance with the National Planning Policy Framework, DPD1 (Core Strategy) policy KP2 and CP4, and SPD1 (Design and Townscape Guide).

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

Reason: To safeguard character and appearance of the site and the surrounding area in accordance with the National Planning Policy Framework, 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.

07 No part of the development shall be occupied until lockable, secure cycle parking has been provided on site in accordance with drawing 18-555LR-03 for 4 cycles to be parked. The spaces shall be made available for use prior to first occupation of the dwellings hereby approved and shall be permanently retained thereafter for cycle parking of occupiers of the development hereby approved and their visitors.

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

08 The proposed rooflights in the north and south roof slopes 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 to a minimum height of 1.7 metres above internal floor level. 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), DPD1 (Core Strategy) 2007 policy CP4, Development Management DPD policy DM1 and SPD1 (Design and Townscape Guide).

09 The proposed first floor side bedroom windows 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.

Reason: To protect the privacy and environment of people in neighbouring residential properties, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 Policy CP4, Development Management DPD policy DM1 and SPD1 (Design and Townscape Guide).

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

Reason: To protect the environment of people in neighbouring residential properties, in accordance with the National Planning Policy Framework (NPPF), DPD1 (Core Strategy) 2007 policy CP4, Development Management DPD policy DM1 and SPD1 (Design and Townscape Guide).

11 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 fully adhered to throughout the construction period. The Statement shall provide, amongst other things, for:

- i) the parking of vehicles of site operatives and visitors;
- ii) loading and unloading of plant and materials;
- iii) storage of plant and materials used in constructing the development;
- iv) the erection and maintenance of security hoarding(s) as may be required.

Reason: A pre-commencement condition is needed in the interests of visual amenity and the amenities of neighbouring occupiers pursuant to Policy 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 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). 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](http://www.southend.gov.uk/cil).

02 You should be aware that in cases where damage occurs during construction works to the highway in implementing this permission that Council may seek to recover the cost of repairing public highways and footpaths from any party responsible for damaging them. This includes damage carried out when implementing a planning permission or other works to buildings or land. Please take care when carrying out works on or near the public highways and footpaths in the Borough.

03 The applicant is reminded to make contact with the Council's highways department in relation to reinstating the vehicular access.

**692 18/02275/AMDT - 34 Percy Road, Leigh-on-Sea (West Leigh Ward)**

**Proposal: Application to vary condition 10 (Window Cill Level) in order to reduce the cill height of windows to rear (Minor Material Amendment to Planning Permission 18/00380/FUL dated 26.04.2018).**

**Applicant: Ms 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 26th April 2021.

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: 040 (Existing Floor Plans and Elevation); 042 (Street Scene) 051 (Proposed Floorplans) & 052 (Proposed Elevations).

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

03 The development hereby approved shall be undertaken in strict accordance with the approved material details detailed on front elevation plan '903/046' dated May 2018 and material samples received by the local planning authority on the 20.06.2018 as agreed under application 18/01183/AD unless otherwise agreed in writing by the local planning authority.

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).

04 Prior to the occupation of the dwelling hereby approved the car parking spaces shall be provided in accordance with the approved plan No.051. The car parking spaces shall be kept available for the parking of motor vehicles at all times and permanently retained.



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

05 Notwithstanding the provisions of Classes A, B, C, D and E of Part 1 of Schedule 2 to the Town and Country Planning General Permitted Development Order 2015 (or any statutory modification or re-enactment or replacement thereof (as the case may be) for the time being in force), no extensions or outbuildings shall be erected at the site unless otherwise agreed in writing by the local planning authority.

Reason: To safeguard the design and appearance of the proposed development in the interest of visual amenities of the locality in accordance with the National Planning Policy Framework (2012), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1 and DM3 and Design and Townscape Guide (2009).

06 The development hereby approved shall be undertaken in strict accordance with the approved details of the hard and soft landscaping contained within site plan '903/045' dated May 2018 and material samples received by the local planning authority on the 20.06.2018 agreed under application 18/01183/AD unless otherwise agreed in writing by the local planning authority. The landscaping shall be implemented in full accordance with the approved details before the dwelling is occupied or brought into use.

Reason: In the interests of visual amenity and the amenities of occupiers and to ensure a satisfactory standard of landscaping pursuant to Policies KP2 and CP4 of the Core Strategy DPD1 with CP4 of the Core Strategy (2007) and Policies DM1 and DM3 of the Development Management Document (2015).

07 A scheme detailing how at least 10% of the total energy needs of the development will be supplied using on site renewable sources must be submitted to and agreed in writing prior to occupation of the development hereby approved by the Local Planning Authority and implemented in full prior to the first occupation of the development. 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) and Development Management Document (2015) Policy DM2.

08 Water efficient design measures as 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 shall be installed prior to the first occupation of the development hereby approved 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).

09 Demolition or construction works associated with this permission shall not take place outside 08:00 hours to 18:00hours Mondays to Fridays and 08:00 hours to 13:00 hours 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).

10 Prior to its first occupation the proposed dwelling hereby approved shall be constructed so that the floor level of the bedrooms with east facing windows shall be set not less than 1.10m below the cill level of the east facing windows. The development shall be retained as such in perpetuity thereafter.

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)

11 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)

12 The development hereby approved shall be carried out in a manner to ensure that it complies with Building Regulation part M4 (2) 'accessible and adaptable dwellings', before it is brought in to use.

Reason: To ensure the dwellinghouse hereby approved provides 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).

#### Informatives

01. Community Infrastructure Levy (CIL): This application has been made pursuant to Section 73 of the Town and Country Planning Act 1990 and as such CIL Regulation 9(6) applies. You are advised that as the amount of CIL payable would not change from the previous permission ref. 18/00380/FUL, the chargeable development is the development for which permission was granted by the previous permission as if that development was commenced. Therefore, CIL Liability Notice ref. 18/00380/FUL/0001 still applies to the permission hereby granted and is enclosed for your reference.

02. You should be aware that in cases where damage occurs during construction works to the highway in implementing this permission that Council may seek to recover the cost of repairing public highways and footpaths from any party responsible for damaging them. This includes damage carried out when implementing a planning permission or other works to buildings or land. Please take care when carrying out works on or near the public highways and footpaths in the borough.

03. When you carry out the work, you must not intentionally kill, injure or take a bat, or intentionally or recklessly damage, destroy or block access to any structure or place that a bat uses for shelter. These would be criminal offences under the Wildlife and Countryside Act 1981, the Habitats Regulations 1994 and the Countryside and Rights of Way Act 2000. For more advice contact: Essex Wildlife Trust – [www.essexwt.org.uk](http://www.essexwt.org.uk); phone 01621 862960, Natural England – [www.naturalengland.org](http://www.naturalengland.org); phone 0845 6003078

**693 17/00193/UNAU\_B - 64 Canterbury Avenue, Southend-on-Sea (Southchurch Ward)**

**Breaches of Control: Without planning permission, the unauthorised development of a two storey side extension and rear dormer.**

Resolved:

That the Deputy Chief Executive (Place), Director of Planning and Transport or the Group Manager Planning and Building Control be DELEGATED AUTHORISE ENFORCEMENT ACTION to:

- (a) remove the 2 storey side extension and rear dormer
- (b) to remove any other breaches of planning control identified at the property which in the opinion of officers are causing material harm to interests of acknowledged importance and against which it would be expedient to take enforcement action to seek to remedy such harm and
- (c) removal of all rubble and other 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 6 months is deemed reasonable.

**Chairman:** \_\_\_\_\_

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**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of Licensing Sub-Committee B**

**Date: Monday, 11th February, 2019**  
**Place: Committee Room 1 - Civic Suite**

**20**

**Present:** Councillor Hadley (Chair)  
Councillors McGlone and Buckley

**In Attendance:** Councillors Arscott and Mulroney  
A Penn, T O'Connell, V Jempson (Counsel), E Anakwue, T Row,  
M Newton and L Coombes

**Start/End Time:** 2.05 pm - 2.10 pm

**694 Apologies for Absence**

There were no apologies for absence.

**695 Declarations of Interest**

No interests were declared at the meeting.

**696 Mojo, 194 Leigh Road, Leigh-on-Sea, SS9 1BS - Application for Review of Premises Licence**

The Sub Committee received a report of the Deputy Chief Executive (Place) concerning an application by the Licensing Authority acting as a Responsible Authority for the review of the existing Premises Licence at Mojo, 194 Leigh Road, Leigh-on-Sea, SS9 1BS.

The Sub Committee noted that, immediately prior to the commencement of the meeting, additional conditions had been agreed between the Licensing Authority and the licence holder to be attached to the Licence. On this basis, the Licensing Authority did not want to continue with this application. The conditions were circulated at the meeting.

The Sub Committee accepted the proposed resolution of the application on this basis.

Resolved:

That the proposed new Licence conditions as set out below in respect of Mojo, 194 Leigh Road, Leigh-on-Sea, SS9 1BS be attached to the Licence in addition to the existing conditions, without a time limitation:

1. Replace Condition 3 of Annexe 3 with the following: A noise limiter must be fitted to the musical amplification system set at a level determined by and to the satisfaction of an authorised officer of the Environmental Health Service, so as to ensure that no noise nuisance is caused to local residents or businesses. The operational panel of the noise limiter shall then be secured by key or password to

the satisfaction of officers from the Environmental Health Service. No alteration or modification to any existing sound system(s) should be affected without prior knowledge of an authorised Officer of the Environmental Health Service. No additional sound generating equipment shall be used on the premises without being routed through the sound limiter device. Original data obtained, certified by the acoustician/sound engineer, together with the settings of the devices determined as being appropriate, shall be retained and available for inspection by an officer authorised pursuant to the provisions of the Licensing Act 2003.

2. The Licensee shall ensure the premises website advises customers not to park illegally in the streets surrounding the premises and any failure to comply will result in them not being admitted to the premises or being required to leave.

3. A registered approved contractor shall be employed to run the security for the premises to replace the current door security company. Details shall be provided to the licensing authority and the police in writing within 21 days.

4. Between 20:00 and 30 minutes after closing the premises shall have a minimum of 3 door supervisors with 2 door supervisors to be outside at all times.

5. Door supervisors are to remain outside until 30 minutes after closing.

6. From 23:00 hours until patrons have left the premises, one door supervisor is to use body worn camera. In the event of an incident, subject to Data Protection Act 2018, the footage will be made available to the Police and Licensing Authority upon request. The venue will ensure that a suitable, expeditious playback/downloading system is in place for the Police to be able to obtain any evidential footage. Footage will be retained for a minimum period of 31 days.

7. The licensee will inform the police and the local authority of the door security company employed at the premises and of any change in the door security company employed at the premises.

8. On all days when the premises is open beyond 23:00 hours, the designated smoking area will cease to be used by 00:30.

9. A maximum of 6 people present in the smoking area at any one time.

10. The premises shall cease the sale of alcohol to patrons at 00:45 hours.

11. The premises shall not permit any admissions after 00:00 hours.

12. The premises shall limit the number of people queuing outside to 8 persons. This condition shall remain in force until either the 31 March 2019 or until six weeks after the new door security company have been in operation, whichever is the sooner. Thereafter the number of persons queuing outside of the premises shall be limited to 12.

13. The licensee shall ensure that the curtilage of the premises is cleared of debris and litter on a daily basis, when the premises are open for business. The cleaning is to take place at close of business on the days when the premises are open to be undertaken in a manner so as not to cause disturbance.

14. The licensee shall install a security light at the rear of the premises on the Carlton Drive aspect.

Undertaking

The Licensee undertakes to facilitate a residents meeting to be convened at the premises. The initial meeting is to be convened once the new door security company have been appointed and will be three monthly thereafter or on other dates to be agreed or as necessary. The Residents' Group are to provide an email address to the Licensing Department which will be passed on to the licensee to facilitate the meetings.

**Chairman:** \_\_\_\_\_

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# Southend-on-Sea Borough Council

## Report of Strategic Director (Transformation)

To  
Council

On  
**21 February 2019**

Agenda  
Item No.

**24**

Report prepared by: Sue Putt, Head of HR & Payroll

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### Pay Policy Statement

**Cabinet Member: Councillor John Lamb**

**A Part 1 Agenda Item**

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#### **1. Purpose of Report**

- 1.1 To consider the Pay Policy Statement 2019/20 in the context of the Council's overall Reward Strategy.

#### **2. Recommendations**

- 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, 23 February 2017 and 22 February 2018.
- 3.3 This Policy Statement has been reviewed for 2019/20 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. Other Options**

None

#### **5. Reasons for Recommendations**

To ensure compliance with Legislation and ensure transparency around pay and reward.

#### **6. Corporate Implications**

##### 6.1 Contribution to the Southend 2050 Road Map

To ensure that staff are rewarded appropriately, to support recruitment and retention of high quality staff which will aid delivery of the 2050 outcomes.

##### 6.2 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.

##### 6.3 Legal Implications

The Pay Policy Statement ensures compliance with Section 38(1) of the Localism Act 2011

##### 6.4 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.

##### 6.5 Property Implications

None

##### 6.6 Consultation

None required

## 6.7 Equalities and Diversity Implications

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.

## 6.8 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.

## 6.9 Value for Money

Salaries are paid in line with market forces and a recognised Job Evaluation Scheme.

## 6.10 Community Safety Implications

None

## 6.11 Environmental Impact

None

## 7. Background Papers

None

## 8. Appendices

Appendix A: Pay Policy Statement 2019/20

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, Strategic Directors 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 2019:

Chief Executive  
Deputy Chief Executive x 2  
Strategic Directors x 3  
Director x 9  
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)	£156,000
SMG2 (Deputy Chief Executives)	£132,600
Strategic Directors	£104,000
SMG3 (Directors)	£90,534

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	£97,787
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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 2019/20, 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.

Director of Adult Social Care and Housing an annual allowance of £7,500 subject to delivery of key targets as agreed by the Council.

**b. Payment for Section 151, Monitoring Officer and Director of Childrens & Adult Services**

An additional statutory allowance for undertaking these functions is included in the substantive salary for these posts.

**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 £16,394 - £16,863. The Council currently employs 10 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 5.8:1 i.e. the Chief Executive (top earner) earns 5.7 times more than the Council's median earner (£25,405).

The Government has also recommended publishing the ratio in respect of the mean earner. Southend Council's current ratio in this respect is 5:2: i.e. the Chief Executive (top earner) earns 5 times more than the Council's mean earner (£28,654).

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
10	Level 1
1	Level 2
0	Level 3
146	Level 4
209	Level 5
300	Level 6
277	Level 7
317	Level 8
189	Level 9
103	Level 10
43	Level 11
18	Level 12
24	Level 13
10	SMG3
3	SMG3a
2	SMG2
1	SMG1
3	Soulbury A (Educational Psychologists)
3	Soulbury B (Senior Educational Psychologists)
0	Soulbury C (Educational Improvement Specialists)
6	Youth & Community – Support Workers – Range 1
1	Youth & Community – Professional Range
7	NHS pay grades
4	Nursing Grades
2	Teacher Grades
<b>1679</b>	<b>TOTAL</b>

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**Reward Policy**  
**for all Southend Borough Council Employees**  
**(excluding schools)**

**January 2019**

<b>Version no</b>	<b>1</b>
<b>Date</b>	<b>4 January 2012</b>
<b>Drafting Officer</b>	<b>Joanna Ruffle</b>
<b>Lead Officer</b>	<b>Joanna Ruffle</b>
<b>Equality Impact Assessment</b>	<b>25 April 2006</b>
<b>Revised Policy</b>	<b>January 2012</b>
<b>Policy Reviewed</b>	<b>January 2013, January 2014 &amp; January 2015, January 2016, January 2017 January 2018 &amp; January 2019</b>

## 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 Performance Framework 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.

## **9. Pay Protection**

The Council has developed a [pay protection policy](#) for those staff whose posts are downgraded as a consequence of implementing structural change or job evaluation where this results in a salary reduction.

This policy can be found on the Intranet.

## **10. Pay Awards**

Staff on all terms and conditions other than chief officers will receive an annual cost of living pay award where this is negotiated nationally by the relevant negotiating committee. For staff on chief officer terms and conditions there is no pay award other than that which may be determined by the Council's 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. Payment for Monitoring Officer, Section 151 Officer and Deputy Chief Executive (People) – in respect of the additional statutory functions undertaken by the postholders on behalf of the Authority the statutory payments are included in the substantive salary for the post..

### **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.

### Scope

- This policy applies to all employees of Southend-on-Sea Borough Council (excluding schools)

### Delegation

- See paragraph 5 of this policy

### Amendments

- June 2003 - new policy
- January 2006 - Amendment
- January 2007 - Amendment
- January 2009 - Amendment
- April 2010 - Clarification
- September 2010 – Amendment
- January 2012 – Revised policy to incorporate requirements of the Localism Act 2011 and other legislative changes
- January 2013 – Updated to reflect annual review
- January 2014 – Updated to reflect annual review
- January 2015 – Updated to reflect annual review
- January 2016 – Updated to reflect annual review
- January 2017 – Updated to reflect annual review
- January 2018 – Updated to reflect annual review
- January 2019 – Updated to reflect annual review

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<b>Pay Structure – With Effect From 1 April 2018</b>
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Level 1	Level 2	Level 3
<b>SCP</b> 6 16,394 7 16,495 8 16,626 9 16,755 10 16,863	<b>SCP</b> 8 16,626 9 16,755 10 16,863 11 17,007 12 17,173	<b>SCP</b> 10 16,863 11 17,007 12 17,173 13 17,391 14 17,681

Level 4	Level 5	Level 6
<b>SCP</b> 13 17,391 14 17,681 15 17,972 16 18,319 17 18,672 18 18,870	<b>SCP</b> 17 18,672 18 18,870 19 19,446 20 19,819 21 20,541 22 21,074	<b>SCP</b> 20 19,819 21 20,541 22 21,074 23 21,693 24 22,401 25 23,111 26 23,866 27 24,657

Level 7	Level 8	Level 9
<b>SCP</b> 26 23,866 27 24,657 28 25,463 29 26,470 30 27,358 31 28,221 32 29,055 33 29,909	<b>SCP</b> 33 29,909 34 30,756 35 31,401 36 32,233 37 33,136 38 34,106 39 35,229 40 36,153	<b>SCP</b> 40 36,153 41 37,107 42 38,052 43 39,002 44 39,961 45 40,858 46 41,846 47 42,806

Level 10	Level 11	Level 12
<b>SCP</b> 46 41,846 47 42,806 48 43,757 49 44,697 50 45,668 51 46,622 52 47,598 53 48,508	<b>SCP</b> 54 49,478 55 50,453 56 51,466 57 52,500 58 53,549 59 54,614 60 55,714	<b>SCP</b> 61 56,824 62 57,961 63 59,121
		Level 13
		<b>Spot salary of £66,300 with a development rate of 90% (£59,670) for the first 12 months</b>

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## Appendix B2

### Southend Council

#### Senior Management Grades

SMG1 (Chief Executive)	£156,000 Rate for the Job £140,400 Development rate up to 12 months
SMG2 (Deputy Chief Executive)	£132,600 Rate for the job £119,340 Development rate for up to 12 months
Strategic Directors	£104,000 £93,600 Development rate up to 12 months
SMG3 (Directors)	£90,534 Rate for the job £81,481 Development rate for up to 12 months
Director of Public Health	£97,787

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## **Senior Managers Pay & Performance**

### **Terms of the Scheme**

Updated September 2018

1. This scheme applies to the Chief Executive, Deputy Chief Executives, Strategic Directors and Directors.
2. The pay review year will run from 1<sup>st</sup> April to 31<sup>st</sup> March.
3. Objectives agreed targets and leadership behaviours and values will need to be in place at the start of each review year on 1<sup>st</sup> 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. (The 'What') It also measures the behaviours/values that are brought to the working environment by the individual through the use of the Council's Behaviours and Values framework (The 'How')
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 and show 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 set corporately and will apply across the Senior Leadership Group.
9. The required leadership behaviours and values need to be demonstrated and will count towards the assessment of overall performance.
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. 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.
12. 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.
13. Individuals must be in post at the end of the review year in order to qualify for an annual pay award.
14. 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.

15. 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.
16. Grades are determined by the relevant job evaluation scheme.
17. All payments, including annual pay awards, are superannuable.
18. 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.
19. Following the assessment interview the documentation will then need to be completed by the individual member of staff, the line manager and (in the case of CMT members) by the Leader and the Leader of the Opposition. If there is disagreement over any aspect of the narrative, then this must be highlighted for the panel who will act as final arbitrators.
20. 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 behaviours.
Under –achieving	Individuals who are not quite meeting their objectives and/or who are not fully demonstrating the Council's values and leadership behaviours.
Met	Individuals who are meeting their targets and objectives and who are demonstrating the Council's values and leadership behaviours.
Exceeds	Individuals who are delivering above expectation against some targets and objectives and/or who are champions of the Council's values and leadership behaviours.

21. 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.
22. The expectation is that the organisation will continuously improve through the use of this scheme.

<b>Scope:</b>	<b>The scheme will apply to the Chief Executive, Deputy Chief Executives, Strategic Director and Directors.</b>
<b>Delegations:</b>	<b>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.</b>
<b>Amendments in this Issue:</b>	<b>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 September 2018</b>

Key Dates/Checklist

<u>DATE</u>	<u>ACTION</u>	<u>ACTION BY</u>
February	Prepare end of year evidence to support delivery of objectives and demonstration of the Council's behaviours and values. Prepare draft objectives for the forthcoming year and highlight any known development needs	Individual
March	<b><u>Chief Executive</u></b> Appraisal meeting with Group Leaders to agree final year assessment and new year's objectives, behaviors and values  <b><u>CMT Members</u></b> Appraisal meeting with Chief Executive to agree final year assessment and new year's objectives, behaviours and values  <b><u>Directors</u></b> Appraisal meeting with Deputy Chief Executive to agree final year assessment and new year's objectives, behaviours and values	Individual / Group Leaders  Individual / Chief Executive  Individual / Deputy Chief Executive
April	<b><u>CMT Members</u></b> Documentation to be forwarded to the Leader and the Leader of the largest opposition group for review and comment. NB Both leaders may choose to consult other members, including relevant Cabinet Members as part of this review.  <b><u>Directors</u></b> Documentation to be forwarded to the Chief Executive for review and comment	Individual / Leader / Leader of the largest opposition group  Individual / Chief Executive
May	Senior Managers Pay Panel meet to moderate all assessments and new objectives and to recommend any annual pay award.	Senior Managers Pay Panel
June	Cabinet to endorse the pay award recommendation of the Pay Panel	Cabinet
June / July	Individuals are notified of any annual pay awards	HR Services
October	Mid year review is held with the individual and Line Manager to review progress	Line Manager / Individual

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## Soulbury Pay Agreement 2018 (Southend Pay Range)

### Educational Improvement Professionals

SCP	From 01/09/2018
1	34,749
2	35,993
3	37,168
4	38,359
5	39,543
6	40,727
7	41,971
8	43,168*
9	44,563
10	45,807
11	47,035
12	48,223
13	49,569**
14	50,769
15	52,095
16	53,293
17	54,495
18	55,674
19	56,891
20	57,519***

#### 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**

<b>SCP</b>	<b>From 01/09/2018</b>
1	36,446
2	38,296
3	40,146
4	41,994
5	43,844
6	45,693
7	47,434
8	49,175
9	50,806*
10	52,439*
11	53,961*

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**

<b>SCP</b>	<b>Current</b>
1	45,693
2	47,434
3	49,175*
4	50,806
5	52,439
6	53,961
7	54,586
8	55,754
9	56,911
10	58,089
11	59,243
12	60,420
13	61,617
14	62,774**
15	63,986**
16	65,186**
17	66,395**
18	67,602**

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.
12. 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.
13. 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**

14. 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.
15. 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.
16. 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.
17. The decision will be given in writing within seven calendar days of the date of the review.
18. 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><b>EVAULATION BY LINE MANAGER</b></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 2018**

Youth and Community Support Worker Range		Professional Range	
Pay Points	From	Pay Points	From
		13	24,153
2	16,757	14	25,225
3	17,267	15	25,955
4	17,681	16	26,718
5	18,141	17	27,468
6	18,556	18	28,223
7	19,009	19	28,972
8	19,645	20	29,724
9	20,456	21	30,568
10	21,090	22	31,525
11	22,116	23	32,456
12	23,118	24	33,392
13	24,153	25	34,335
14	25,225	26	35,277
15	25,955	27	36,221
16	26,718	28	37,175
17	27,468	29	38,122
		30	39,070
		31	39,709*
		32	40,760*

\* Discretionary Points

**Support Worker Range (1)**

Points 3 – 6 JNC 367 -370 £17,267 - £18,556

**Support Worker Range (2)**

Points 12 – 15 JNC 384 – 387 £23,118 - £25,955

**Professional Range**

Points 19-22 JNC 391 – 394 £28,972 - £31,525

**Advanced Practitioner**

Points 22-25 JNC 394 – 397 £31,525- £34,335

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## Appendix B7

### 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

(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, Strategic Directors 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 2019-20

### 2019

#### MAY

**ANNUAL COUNCIL**  
**COUNCIL (Appointment of Committees etc.)**

**3.30pm**  
**6.30pm**

**Thursday, 9th May**  
**Thursday 16th May**

# 25

#### JUNE

Development Control Committee  
Cabinet Committee  
Southend Health and Wellbeing Board

2.00pm  
6.00pm  
5.00pm

Wednesday, 5<sup>th</sup> June  
Thursday, 6<sup>th</sup> June  
Wednesday, 12<sup>th</sup> June

#### **CABINET**

Cabinet Committee (PVX)

**2.00pm**  
6.00pm

**Tuesday, 18<sup>th</sup> June**  
Tuesday, 25<sup>th</sup> June

#### JULY

Development Control Committee  
Place Scrutiny Committee  
People Scrutiny Committee  
Policy and Resources Scrutiny Committee

2.00pm  
6.30pm  
6.30pm  
6.30pm

Wednesday, 3<sup>rd</sup> July  
Monday, 8<sup>th</sup> July  
Tuesday, 9<sup>th</sup> July  
Thursday, 11<sup>th</sup> July

#### **COUNCIL**

Audit Committee  
Development Control Committee

**6.30pm**  
6.30pm  
2.00pm

**Thursday, 18<sup>th</sup> July**  
Wednesday, 24<sup>th</sup> July  
Wednesday 31<sup>st</sup> July

#### SEPTEMBER

Southend Health and Wellbeing Board  
Development Control Committee  
Cabinet Committee

5.00pm  
2.00pm  
6.00pm

Wednesday, 4<sup>th</sup> September  
Wednesday, 11<sup>th</sup> September  
Thursday, 12<sup>th</sup> September

#### **CABINET**

Cabinet Committee (PVX)

**2.00pm**  
6.00pm

**Tuesday, 17<sup>th</sup> September**  
Tuesday, 24<sup>th</sup> September

#### OCTOBER

Development Control Committee  
Place Scrutiny Committee  
People Scrutiny Committee  
Policy and Resources Scrutiny Committee  
Audit Committee

2.00pm.  
6.30pm  
6.30pm  
6.30pm  
6.30pm

Wednesday, 2<sup>nd</sup> October  
Monday, 7<sup>th</sup> October  
Tuesday, 8<sup>th</sup> October  
Thursday, 10<sup>th</sup> October  
Wednesday, 23<sup>rd</sup> October

#### **COUNCIL**

**6.30pm**

**Thursday, 24<sup>th</sup> October**

#### NOVEMBER

Cabinet Committee  
**CABINET**  
Development Control Committee  
Cabinet Committee (PVX)  
Place Scrutiny Committee  
People Scrutiny Committee  
Policy and Resources Scrutiny Committee

6.00pm  
**2.00pm**  
2.00pm  
6.00 pm  
6.30pm  
6.30pm  
6.30pm

Monday, 4<sup>th</sup> November  
**Tuesday, 5<sup>th</sup> November**  
Wednesday, 6<sup>th</sup> November  
Tuesday, 12<sup>th</sup> November  
Monday, 25<sup>th</sup> November  
Tuesday, 26<sup>th</sup> November  
Thursday, 28<sup>th</sup> November

#### DECEMBER

Southend Health and Wellbeing Board  
Development Control Committee

5.00pm  
2.00pm

Wednesday, 4<sup>th</sup> December  
Wednesday, 11<sup>th</sup> December

#### **COUNCIL**

**6.30pm**

**Thursday, 12<sup>th</sup> December**

## 2020

### JANUARY

Cabinet Committee	6.00pm	Monday, 6 <sup>th</sup> January
Development Control Committee	2.00pm	Wednesday, 8 <sup>th</sup> January
Cabinet Committee (PVX)	6.00 pm	Tuesday, 14 <sup>th</sup> January
Audit Committee	6.30pm	Wednesday, 15 <sup>th</sup> January
<b>CABINET (including initial Council Budget consideration)</b>	<b>2.00pm</b>	<b>Thursday, 16<sup>th</sup> January</b>
Southend Health and Wellbeing Board	5.00pm	Wednesday, 22 <sup>nd</sup> January
Place Scrutiny Committee	6.30pm	Tuesday, 28 <sup>th</sup> January
People Scrutiny Committee	6.30pm	Wednesday, 29 <sup>th</sup> January
Policy and Resources Scrutiny Committee	6.30pm	Thursday, 30 <sup>th</sup> January

### FEBRUARY

Development Control Committee	2.00pm	Wednesday, 5 <sup>th</sup> February
<b>CABINET (Council Budget)</b>	<b>2.00pm</b>	<b>Tuesday, 11<sup>th</sup> February</b>
<b>COUNCIL</b>	<b>6.30pm</b>	<b>Thursday, 20<sup>th</sup> February</b>
Cabinet Committee	6.00pm	Monday, 24 <sup>th</sup> February
<b>CABINET</b>	<b>2.00pm</b>	<b>Tuesday, 25<sup>th</sup> February</b>

### MARCH

Development Control Committee	2.00pm	Wednesday, 4 <sup>th</sup> March
Cabinet Committee (PVX)	6.00pm	Tuesday, 10 <sup>th</sup> March
Place Scrutiny Committee	6.30pm	Monday, 16 <sup>th</sup> March
People Scrutiny Committee	6.30pm	Tuesday, 17 <sup>th</sup> March
Policy and Resources Scrutiny Committee	6.30pm	Wednesday, 18 <sup>th</sup> March
<b>COUNCIL</b>	<b>6.30pm</b>	<b>Thursday, 26<sup>th</sup> March</b>

### APRIL (NB: Maundy Thursday 9<sup>th</sup> April, Good Friday 10<sup>th</sup> April, Easter Monday 13<sup>th</sup> April)

Development Control Committee	2.00pm	Wednesday, 1 <sup>st</sup> April
Audit Committee	6.30pm	Wednesday, 29 <sup>th</sup> April

### MAY

<b>ANNUAL COUNCIL</b>	<b>3.30pm</b>	<b>Thursday, 14<sup>th</sup> May</b>
<b>COUNCIL (Appointment of Committees etc.)</b>	<b>6.30pm</b>	<b>Thursday 21<sup>st</sup> May</b>
Development Control Committee	2.00pm	Wednesday, 3 <sup>rd</sup> June

**NOTE: Cabinet Committee dates are provisional only, depending on there being business to transact**

### **Holocaust Memorial Day Commemoration Service – 27 January 2020**

#### **School Term Dates:**

Summer Term starts Tuesday 23<sup>rd</sup> April 2019 – Wednesday 24<sup>th</sup> July 2019  
Half Term 27<sup>th</sup> May – 31<sup>st</sup> May, and May Bank Holiday, 6<sup>th</sup> May

Autumn Term starts Tuesday 3<sup>rd</sup> September 2019 – Thursday 19<sup>th</sup> December 2019  
Half Term 28<sup>th</sup> October – 1<sup>st</sup> November

Spring Term starts Monday 6<sup>th</sup> January 2020 – Friday 3<sup>rd</sup> April 2020  
Half Term 17<sup>th</sup> February – 21<sup>st</sup> February

2020 Summer Term starts Monday 20<sup>th</sup> April 2020

#### **Note:**

**Lib Dem Conference: - 14<sup>th</sup> – 17<sup>th</sup> September 2019**

**Labour Conference: - 22 - 25 September 2019**

**Conservative Conference: - 29<sup>th</sup> September – 2<sup>nd</sup> October 2019**