

# Public Document Pack

## Southend-on-Sea City Council

Civic Centre  
Southend-on-Sea

15 March 2022



Dear Sir or Madam,

I hereby summon you to attend the meeting of the Southend-on-Sea City Council to be held in the Council Chamber, Civic Centre, Southend-on-Sea on, **Thursday, 24th March, 2022 at 6.30pm** for the transaction of the following business.

A Lewis  
Chief Executive

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

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Communications**
- 4 Questions from Members of the Public**
- 5 Questions from Members of the Council**
- 6 Minutes of the meeting of Council held Thursday, 24 February 2022 (Pages 1 - 10)**  
Minutes attached
- 7 Minutes of the meeting of Special Council held Tuesday, 1 March 2022 (Pages 11 - 12)**  
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- 8 Minutes of the meeting of Council held Thursday, 10 March 2022 (Pages 13 - 26)**  
Minutes attached
- 9 Minutes of the meeting of Cabinet held Tuesday, 22 February 2022 (Pages 27 - 42)**  
Minutes attached

- 10 Minutes of the meeting of Development Control Committee held Wednesday, 2 March 2022 (Pages 43 - 52)**  
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- 11 Minutes of the meeting of Appointments and Disciplinary Committee held Friday, 4 March 2022 (Pages 53 - 54)**  
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- 12 Minutes of the meeting of Standards Committee held Monday, 7 March 2022 (Pages 55 - 56)**  
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- 13 Minutes of the meeting of Health and Wellbeing Board held Monday, 7 March 2022 (Pages 57 - 60)**  
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- 14 Minutes of the meeting of Special Cabinet held Monday, 14 March 2022 (Pages 61 - 62)**  
Minutes attached
- 15 Minutes of the meeting of Place Scrutiny Committee held Monday, 14 March 2022**  
Minutes to follow
- 16 Minutes of the meeting of People Scrutiny Committee held Tuesday, 15 March 2022**  
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- 17 Minutes of the meeting of Policy and Resources Scrutiny Committee held Wednesday, 16 March 2022**  
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- 21 Changes to the Constitution (Pages 63 - 64)**  
Report of the Executive Director (Legal and Democratic Services) attached
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Calendar attached

**Public Document Pack**  
**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of The Council**

**Date: Thursday, 24th February, 2022**  
**Place: Council Chamber - Civic Suite**

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**Present:** Councillor M Borton (Chair)  
Councillors B Beggs, M Berry, H Boyd, K Buck, S Buckley, L Burton, P Collins, J Courtenay, D Cowan, T Cowdrey, T Cox, M Davidson, A Dear, M Dent, F Evans, K Evans, N Folkard, D Garne, D Garston, S George, I Gilbert, S Habermel, T Harp, B Hooper, D Jarvis, A Jones, M Kelly, J Lamb, A Line, D McGlone, K Mitchell, A Moring, C Mulrone, D Nelson, C Nevin, L Salter, I Shead, M Terry, A Thompson, S Wakefield, C Walker, N Ward, J Warren, P Wexham, R Woodley and K Robinson

**Start/End Time:** 6.30 - 9.34 pm

**709 Apologies for Absence**

Apologies for absence were received from Councillors Moyies and Stafford.

**710 Declarations of Interest**

The following declarations of interest were made:

- Councillor Cowdrey

**People Scrutiny Committee – 8<sup>th</sup> February 2022**

Minute 673 (Draft Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: Primary carer for service user and involved in negotiating service complaints and appointed to Foster Care Panel;

**Cabinet – 15<sup>th</sup> February 2022**

Minute 705 (Draft Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: Primary carer for service user and involved in negotiating service complaints;

- Councillor K Evans

**Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 660 (Draft Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: Member of Leigh Town Council;

**Cabinet – 15<sup>th</sup> February 2022**

Minute 705 (Draft Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: Member of Leigh Town Council;

- Councillor Gilbert

#### **Cabinet – 13<sup>th</sup> January 2022**

Minute 604 (Draft HRA and Rent Setting) and Minute 605 (Draft Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: Employee of business near the High Street and GMB union member;

#### **Cabinet – 15<sup>th</sup> February 2022**

Minute 704 (HRA and Rent Setting) and Minute 705 (Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: GMB union member;

- Councillor Jones

#### **Cabinet – 13<sup>th</sup> January 2022**

Minute 605 (Draft Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: Son works for C2C;

#### **Council – 24 February 2022**

Minute 720 (Pay Policy Statement) – Non-pecuniary interest: two children are employed by the Council;

- Councillor Mulroney

#### **Cabinet – 13<sup>th</sup> January 2022**

Minute 605 (Draft Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: Member of Leigh Town Council and Council appointee to Southend Tourism Partnership;

#### **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 660 (Draft Prioritising Resources 2022/23 to 2026/27) – Non-pecuniary interest: Member of Leigh Town Council and Council appointee to Southend Tourism Partnership;

#### **Cabinet – 15<sup>th</sup> February 2022**

Minute 705 (Prioritising Resources 2022/23 to 2026/27) - Non-pecuniary interest: Member of Leigh Town Council;

- Councillor Mitchell

#### **Council – 24 February 2022**

Minute 714 (Prioritising Resources to Deliver Better Outcomes 2022/23 to 2026/27) – Non-pecuniary interest: Daughter is a resident in supported accommodation and linked to associated adult social care.

**711 Communications**

**Minutes Silence – Mrs Joan Carlile**

The Council remained silent for one minute as a mark of respect to Mrs Joan Carlile, former Councillor and Mayor of Southend-on-Sea in 1984-1985, who sadly passed away recently.

**712 Questions from Members of the Public**

The Leader responded to a written question received from a member of the public.

**713 Questions from Members of the Council**

There were no questions from Councillors at this meeting.

**714 Prioritising Resources to Deliver Better Outcomes 2022/23 to 2026/27**

The Council considered a report of the Executive Director (Finance and Resources) presenting the Cabinet's revenue budget and Council Tax for 2022/23 financial year, together with Minutes 604 and 605 of Cabinet held 13 January 2022 and Minutes 703 to 705 of Cabinet held on 15 February 2022, and Scrutiny Minutes 660, 673, 694 and 695.

The Council suspended the relevant parts of Council Procedure Rule 10 to permit the extended budget speeches of the Leader of the Council and of the Leader of the Opposition Group.

In accordance with Council Procedure Rule 10.1(e) Councillor Cox, had submitted two amendments to the Budget.

The amendments were voted on by way of a named vote as required by law. The voting was as follows:

**Amendment 1: Pay and Display Tariff Standardisation**

**For amendment 1:**

Cllrs Beggs, Boyd, Buck, Buckley, Courtenay, Cox, Davidson, Dear, F Evans, Folkard, Garne, Garston, Habermel, Jarvis, Lamb, McGlone, Moring, Nelson, Salter, Walker and Warren (21)

**Against amendment 1:**

Cllrs Berry, Burton, Collins, Cowan, Cowdrey, Dent, K Evans, George, Gilbert, Harp, Hooper, Jones, Kelly, Line, Mitchell, Mulrone, Nevin, Robinson, Shead, Terry, Thompson, Wakefield, Ward, Wexham and Woodley (25)

**Abstentions:**

Cllr Borton (Mayor) (1)

**Absent**

Cllrs Moyies and Stafford (2)

Amendment 1 was not carried.

**Amendment 2: Seaways**

**For amendment 2:**

Cllrs Beggs, Boyd, Buck, Buckley, Courtenay, Cox, Davidson, Dear, F Evans, K Evans, Folkard, Garne, Garston, Habermel, Jarvis, Lamb, McGlone, Moring, Nelson, Salter, Walker and Warren (22)

**Against amendment 2:**

Cllrs Berry, Burton, Collins, Cowan, Cowdrey, Dent, George, Gilbert, Harp, Hooper, Jones, Kelly, Line, Mitchell, Mulroney, Nevin, Robinson, Shead, Terry, Thompson, Wakefield, Ward, Wexham and Woodley (24)

**Abstentions:**

Cllr Borton (Mayor) (1)

**Absent**

Cllrs Moyies and Stafford (2)

Amendment 2 was not carried.

The substantive budget proposals were then voted on by way of a named vote as required by law. The voting was as follows:

**For the budget:**

Cllrs Berry, Burton, Collins, Cowan, Cowdrey, Dent, K Evans, George, Gilbert, Harp, Hooper, Jones, Kelly, Line, Mitchell, Mulroney, Nevin, Robinson, Shead, Terry, Thompson, Wakefield, Ward, Wexham and Woodley (25)

**Against the budget:**

Cllrs Beggs, Boyd, Buckley, Courtenay, Cox, Davidson, Dear, F Evans, Folkard, Garne, Garston, Habermel, Jarvis, Lamb, McGlone, Moring, Nelson, Salter, Walker and Warren (20)

**Abstentions:**

Cllr Borton (Mayor) and Buck (2)

**Absent:**

Cllrs Moyies and Stafford (2)

The Council Budget 2022/23 proposals were carried, as set out as follows:

Resolved:

With regard to the Housing Revenue Account Budget 2022/23 and rent setting:

1. That an average rent increase of 4.10% on all tenancies, be approved.
2. That an average rent increase of 4.10% on shared ownership properties, be approved.
3. That an increase of 4.10% for garage rents to £12.70 per week for tenants and £15.24 for non-tenants (being £12.70 plus VAT), a rise consistent with the proposal for the main rent increase (all variants on a standard garage will receive a proportionate increase), be approved.
4. That the South Essex Homes core management fee at £6,648,000 for 2022/23, be approved.
5. That the South Essex Homes proposals for average increases of 10.88% in service charges, be approved.
6. That the South Essex Homes proposals for an average 16.95% reduction in heating charges for sheltered housing tenants and an average 4.42% increase in heating charges for hostel tenants to reflect the actual costs incurred, be approved.
7. That the following appropriations, be approved:
  - £60,000 to the Repairs Contract Pensions Reserve.
  - £2,978,000 to the Capital Investment Reserve.
  - £8,309,000 from the Capital Investment Reserve.
8. That, subject to resolutions 1 through to 7 above, the HRA budget for 2022/23, as set out in Appendix 1 to the submitted report to Cabinet on 15 February 2022, be approved.
9. That the value of the Council's capital allowance for 2022/23 be declared as £76,915,000 as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.

With regard to Treasury Management 2022/23:

10. That the Treasury Management Policy Statement 2022/23, set out at Appendix 1 to the submitted report to Cabinet on 15 February 2022, be approved.
11. That the Treasury Management Strategy 2022/23, set out at Appendix 2 to the report, be approved.
12. That the Annual Treasury Management Investment Strategy 2022/23, set out at Appendix 3 to the report, be approved.

With regard to the General Fund Revenue Budget 2022/23:

13. That the Financial Sustainability Strategy 2022 – 2032, set out at Appendix 1 to the submitted report to Cabinet on 15 February 2022, be approved.

14. That the Medium Term Financial Strategy for 2022/23 – 2026/27, set out at Appendix 2 to the report, and the resulting Medium Term Financial Forecast and estimated Earmarked Reserves Balances up to 2026/27 (Annexes 1 and 2 to Appendix 2 to the report), be approved and that any final minor changes/updates of this Strategy as required, be delegated to the Executive Director (Finance & Resources).

15. That the Section 151 Officer's statement on the robustness of the proposed budget, the adequacy of the Council's reserves and the Council's Reserves Strategy (Appendix 3 to the report), be noted.

16. That the appropriation of the sums to earmarked reserves totalling £2.675M (Appendix 4 to the report), be approved.

17. That the appropriation of the sums from earmarked reserves totalling £4.988M, which includes £2.500M that was previously approved to support the budget in 2021/22 and is now requested to be used to support the estimated budget gap for 2022/23 instead (Appendix 4 to the report), be approved.

18. That a General Fund Budget Requirement for 2022/23 of £140.288M and Council Tax Requirement of £91.844M (Appendix 5 to the report), be approved.

19. That it be noted that the 2022/23 revenue budget has been prepared based on using £1.500 million from accumulated Collection Fund surpluses for the core budget to allow for a smoothing of the budget gap across the next four financial years.

20. That a Council Tax increase of 3.99% for the Southend-on-Sea element of the Council Tax for 2022/23, being 1.99% for general use and 2.00% for Adult Social Care, be approved.

21. That it be noted that the position of the Council's preceptors has been determined as follows:

- Essex Police – proposed Council Tax increase of 4.79%
- Essex Fire & Rescue Services – proposed Council Tax increase of 1.95%
- Leigh-on-Sea Town Council – proposed Council Tax increase of 0.71%

22. That no Special Expenses be charged other than Leigh-on-Sea Town Council precept for 2022/23.

23. That the proposed General Fund revenue budget investment of £13.422M (Appendix 6 to the report), be approved.



24. That the proposed General Fund revenue budget savings and income generation initiatives for 2022/23 of £4.837M (Appendix 7 to the report), be approved.

25. That the proposed future outline Budget Transformation Programme 2023/24 – 2026/27 (Appendix 8 to the report), be approved.

26. That the proposed range of fees and charges for 2022/23 (Appendix 9 to the report), be approved.

27. That the Dedicated Schools Grant budget and its relevant distribution as recommended by the Education Board (Appendix 10 to the report), be approved.

28. That the Capital Investment Strategy for 2022/23 to 2026/27 (Appendix 11 to the report) and the Capital Investment Policy (Annex 1 to Appendix 11), be approved.

29. That the proposed new schemes and additions to the Capital Investment Programme for the period 2022/23 to 2026/27 totalling £12.6M for the General Fund (Appendix 12 to the report), be approved.

30. That the new schemes subject to viable business cases totalling £33.9M (£15.5M for the General Fund and £18.4M for the Housing Revenue Account) (Appendix 12 to the report), be approved.

31. That the proposed changes to the current Capital Investment Programme (Appendix 13 to the report), be approved.

32. That the proposed Capital Investment Programme for 2022/23 to 2026/27 of £124.4M to be delivered by the Council and £52.4M to be delivered by Subsidiary Companies, Partners and Joint Ventures (Appendix 14 to the report) of which £55.2M is supported by external funding, be approved.

33. That the Minimum Revenue Provision (MRP) Policy for 2022/23 (Appendix 15 to the report) and the prudential indicators (Appendix 16 to the report), be approved.

34. That the operational boundary and authorised limits for borrowing for 2022/23 which are set at £385M and £395M respectively (Appendix 16 to the report), be approved.

With regard to the Council Tax 2022/23:

35. That it be noted that on 13 January 2022 the Cabinet calculated the Council Tax Base 2022/23:

(a) for the whole Council area as 59,086.74

(b) for dwellings in those parts of its area to which a Parish precept relates (Leigh Town Council) as 8,890.46.

36. That the Council Tax requirement for the Council's own purposes for 2022/23 (excluding town/parish precepts) be determined as £91,843,838.

37. That the following amounts be calculated for the year 2022/23 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended (the Act):

(a) £380,332,680 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) -£288,035,962 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.

(c) £92,296,718 being the amount by which the aggregate of 37(a) above exceeds the aggregate at 37(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) £1,562.05 being the amount at 37(c) above, divided by the Council Tax Base shown at 35(a) above, as the basic amount of its Council Tax for the year (including town/parish precepts).

(e) £452,880 being the aggregate amount of all special items (town/parish precepts) referred to in Section 34(1) of the Act set out below:

Band A: 33.96; Band B: 39.62; Band C: 45.28; Band D: 50.94; E: 62.26; Band F: 73.58; Band; G: 84.90; Band H: 101.88

(f) £1,554.39 being the amount at 37(d) above less the result given by dividing the amount at 37(e) above by the Council Tax Base shown at 35(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.

38. That it be noted that the Essex Police, Fire and Crime Commissioner has 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:

Essex Police: Band A: 145.68; Band B: 169.96; Band C: 194.24; Band D: 218.52; Band E: 267.08; Band F: 315.64; Band G: 364.20; Band H: 437.04

Essex Fire: Band A: 50.22; Band B: 58.59; Band C: 66.96; Band D: 75.33; Band E: 92.07; Band F: 108.81; Band G: 125.55; Band H: 150.66

39. That the Council, in accordance with Sections 30 and 36 of the Act, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2022/23 for each part of its area and for each of the categories of dwellings:

Band A: 1,232.16; Band B: 1,437.52; Band C: 1,642.88; Band D: 1,848.24; Band E: 2,258.96; Band F: 2,669.68; Band G: 3,080.40; Band H: 3,696.48

40. That the Council's basic amount of Council Tax for 2022/23 be determined as 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 2022/23: 3-6% (Comprising 1-4% for the Adult Social Care Precept and 2% for other expenditure).

For Southend-on-Sea Borough Council the 2021/22 Council Tax increase included 2% for the Adult Social Care precept and the remaining 1% increase in Adult Social Care precept was deferred to the 2022/23 financial year. Therefore, the percentage increase defined by the Secretary of State as constituting an excessive increase for 2022/23 for this Council is 4%.

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

2021/22 amount £1,494.72

2022/23 amount £1,554.39

Percentage increase: 3.99%

The figure at 40(b) is less than the figure at 40(a) above and therefore the Council's basic amount of Council Tax for 2022/23 is **not excessive** and no referendum is required.

41. That the amounts payable in each town/parish at each band, comprising aggregate sums derived from all precepts, be as set out below:

Unparished area: Band A: 1,232.16; Band B: 1,437.52; Band C: 1,642.88; Band D: 1,848.24; Band E: 2,258.96; Band F: 2,669.68; Band G: 3,080.40; Band H: 3,696.48;

Parished area: Band A: 1,266.12; Band B: 1,477.14; Band C: 1,688.16; Band D: 1,899.18; Band E: 2,321.22; Band F: 2,743.26; Band G: 3,165.30; Band H: 3,798.36.

**715 Minutes of the meeting of Cabinet held Thursday, 13 January 2022**

Resolved:

That minutes 604 and 605, be noted.

**716 Minutes of the meeting of Place Scrutiny Committee held Monday, 7 February 2022**

Resolved:

That minute 660, be noted.

**717 Minutes of the meeting of People Scrutiny Committee held Tuesday, 8 February 2022**

Resolved:

That minute 673, be noted.

**718 Minutes of the meeting of Policy and Resources Scrutiny Committee held Thursday, 10 February 2022**

Resolved:

That minutes 694 and 695, be noted.

**719 Minutes of the meeting of Cabinet held Tuesday, 15 February 2022**

Resolved:

That minutes 703, 704 and 705, be noted.

**720 Pay Policy Statement 2022/23**

The Council considered a report of the Executive Director (Transformation) presenting the Pay Policy Statement 2022/23 in the context of the Council's overall Reward Strategy.

Resolved:

That the Pay Policy Statement as recommended by the Senior Manager Pay Panel, be approved.

**Chair:** \_\_\_\_\_

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of The Council

Date: Tuesday, 1st March, 2022  
Place: Council Chamber - Civic Suite

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**Present:** Councillor M Borton (Chair)  
Councillors B Beggs, M Berry, H Boyd, K Buck, S Buckley, L Burton,  
P Collins, J Courtenay, D Cowan, T Cowdrey, T Cox, M Davidson,  
A Dear, M Dent, F Evans, K Evans, N Folkard, D Garne, D Garston,  
S George, I Gilbert, S Habermel, T Harp, B Hooper, D Jarvis,  
A Jones, M Kelly, J Lamb, A Line, D McGlone, K Mitchell, A Moring,  
C Mulroney, C Nevin, K Robinson, L Salter, I Shead, M Terry,  
A Thompson, S Wakefield, C Walker, J Warren and P Wexham

**Start/End Time:** 11.10 am - 12.24 pm

**749 Apologies for Absence**

Apologies for absence were received from Councillors Moyies, Nelson, Stafford, Ward and Woodley.

**750 Declarations of Interest**

All Councillors declared a non-pecuniary interest in Minutes 751 and 754 in so far as they may have known Sir David Amess.

**751 Honorary Freedom of the City of Southend-on-Sea - Introduction**

The Worshipful the Mayor informed Councillors that on 7<sup>th</sup> December 2021, the General Purposes Committee recommended that Sir David Amess, the former Member of Parliament for Southend West from 1997 to 2021, be admitted as the first Honorary Freeman of the City of Southend-on-Sea pursuant to Section 249(5) of the Local Government Act 1972.

On 9<sup>th</sup> December 2021 the Council unanimously supported this award, Sir David Amess being a person of distinction who has rendered eminent services to Southend-on-Sea.

Councillors paid tribute to Sir David Amess and the formal admission was dealt with later in the meeting – see minute 754 below.

**752 Presentation of Letters Patent on behalf of Her Majesty Queen Elizabeth the Second, conferring City Status on the Borough of Southend-on-Sea**

The Worshipful the Mayor welcomed honoured guests, Their Royal Highnesses, The Prince of Wales, and The Duchess of Cornwall.

His Royal Highness The Prince of Wales formally presented the Letters Patent, on behalf of Her Majesty Queen Elizabeth the Second, which confer on the Borough of Southend-on-Sea the status of a City. His Royal Highness on presenting the Letters Patent addressed the Council.

It was unanimously resolved:

That the Letters Patent which confer on the Borough of Southend-on-Sea the status of a city (the City of Southend-on-Sea), be received with great pleasure and appreciation.

**753 Change of Council name to Southend-on-Sea City Council**

The Worshipful the Mayor informed Councillors that as Southend-on-Sea is now a City, the name of the Council will need to be changed.

The Leader of the Council formally proposed (seconded by Councillors Terry and Mulrone) that the name of the Council be changed to 'Southend-on-Sea City Council.'

It was unanimously resolved:

That the name of Southend-on-Sea Borough Council be formally changed to 'Southend-on-Sea City Council' with immediate effect.

**754 The Admission of Sir David Amess to be an Honorary Freeman of the City of Southend-on-Sea pursuant to S.249(5) of the Local Government Act 1972**

Councillor Cox proposed (seconded by Councillor Lamb) that Sir David Amess be admitted as the first Honorary Freeman of the City of Southend-on-Sea.

It was unanimously resolved:

That Sir David Amess, the former Member of Parliament for Southend West from 1997 to 2021, be admitted as the first Honorary Freeman of the City of Southend-on-Sea, pursuant to S.249(5) of the Local Government Act 1972, being a person of distinction who has rendered eminent services to Southend-on-Sea.

**Mayor:** \_\_\_\_\_

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of The Council

Date: Thursday, 10th March, 2022  
Place: Council Chamber - Civic Suite

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**Present:** Councillor M Borton (Chair)  
Councillors B Beggs, M Berry, H Boyd, K Buck, S Buckley, L Burton, P Collins, J Courtenay, D Cowan, T Cowdrey, T Cox, M Davidson, M Dent, K Evans, N Folkard, D Garne, D Garston, S George, I Gilbert, T Harp, B Hooper, D Jarvis, A Jones, D Jones, M Kelly, J Lamb, A Line, D McGlone, A Moring, C Mulrone, D Nelson, C Nevin, K Robinson, L Salter, I Shead, M Terry, A Thompson, S Wakefield, C Walker, N Ward, J Warren, P Wexham and R Woodley

**Start/End Time:** 6.30 pm - 9.45 pm

**804 Apologies for Absence**

Apologies for absence were received from Councillors Dear, F Evans, Habermel, Mitchell, Moyies and Stafford.

**805 Declarations of Interest**

- **Councillor Beggs**

**People Scrutiny Committee – 8<sup>th</sup> February 2022**

Minute 674 (SEND Peer Review) – Non-pecuniary interest: Family member has special educational needs and disabilities;

- **Councillor Berry**

**Development Control Committee – 9<sup>th</sup> February 2022**

Application Ref. No. 20/00337/OUTM – Land at Fossets Farm, Sutton Road – Disclosable non-pecuniary interest: Is the Secretary of the “Fossetts for the People” campaign. (Attended the meeting as a Ward Councillor to present his objection to the application only but withdrew from the meeting after his objection had been presented to the Committee);

- **Councillor Buck**

**Cabinet Committee – 4<sup>th</sup> January 2022**

Minute 651 (Petition Report – Esplanade Gardens proposal to replace paving slabs with Tarmacadam) – Non-pecuniary interest: Contractor at the former Havens Hospice site, which was mentioned in the debate, is a contractor of his;

### **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 662 (DfT Tranche 2 – Active Travel Fund) – Non-pecuniary interest: Son attends Eastwood Academy which is mentioned in the report;

Minute 664 (20mph Neighbourhoods) – Non-pecuniary interest: Contacted by residents in respect of this matter;

- **Councillor Burton**

### **Cabinet – 13<sup>th</sup> January 2022**

Minute 606 (SEND Peer Review) – Non-pecuniary interest: Teacher at a school outside the City;

### **People Scrutiny Committee – 8<sup>th</sup> February 2022**

Minute 674 (SEND Peer Review) – Non-pecuniary interest: Teacher at a school outside the City;

- **Councillor Collins**

### **Cabinet Committee – 4<sup>th</sup> January 2022**

Minute 649 (Minutes of the Meeting held on 13<sup>th</sup> September 2021) – Non-pecuniary interest: Lives in Green Lane which was mentioned in the debate;

### **Development Control Committee – 9<sup>th</sup> February 2022**

Application Ref. No. 21/01453/FULH – 15 Leslie Road, Eastwood – Non-pecuniary interest: Had been in correspondence with residents in the area in respect of a previous application;

- **Councillor Cowan**

### **Development Control Committee – 5<sup>th</sup> January 2022**

Application Ref No. 21/00061/UNAU\_B – 193 Eastern Esplanade, Southend-on-Sea – Non-pecuniary interest: Rental property in the vicinity;

### **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 662 (DfT Tranche 2 – Active Travel Fund) – Non-pecuniary interest: Appointed Governor at Prince Avenue School, and has a child at a school which was mentioned in the report;

Minute 664 (20mph Neighbourhoods) – Non-pecuniary interest: Knows some of the public questioners;



### **Development Control Committee – 9<sup>th</sup> February 2022**

Application Ref. No. 20/00337/OUTM – Non-pecuniary interest: Members of the “Fossetts for the People” campaign are known to him;

### **Standards Committee – 14<sup>th</sup> February 2022**

Minute 700 (Compliant against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint as a fellow Councillor;

### **Council – 10<sup>th</sup> March 2022**

Minute 807 (Public Questions) – Non-pecuniary interest: Knows some of the public questioners;

- **Councillor Cowdrey**

### **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 662 (DfT Tranche 2 Active Travel Fund) – Non-pecuniary interest: son is a teacher at one of the schools mentioned in the report;

### **Standards Committee – 14<sup>th</sup> February 2022**

Minute 700 (Compliant against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint as a fellow Councillor;

- **Councillor Cox**

### **People Scrutiny Committee – 8<sup>th</sup> February 2022**

Minute 674 (SEND Peer Review) – Non-pecuniary interest: Family member has special educational needs and disabilities and is in receipt of an Education, Health and Care Plan;

### **Standards Committee – 14<sup>th</sup> February 2022**

Minute 700 (Compliant against a Councillor – Reference 20/012) – disqualifying non-pecuniary interest (withdrew);

- **Councillor Dear**

### **Licensing Sub-Committee B – 7<sup>th</sup> December 2021**

Minute 745 (The Vine 149 Leigh Road – Application for the Variation of Premises Licence) – Non-pecuniary interest: One of the objectors is known to him as a fellow Councillor;

- **Councillor Dent**

**Development Control Committee – 1<sup>st</sup> December 2021**

Application Ref No: 21/01907/FUL – 208A York Road, Southend-on-Sea – Non-pecuniary interest: Owns a property in the vicinity;

**Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 663 (Conservation Area Appraisals) – Non-pecuniary interest: Lives in a conservation area;

Minute 664 (20mph Neighbourhoods) – Non-pecuniary interest: Contacted by residents in respect of this matter;

**Development Control Committee – 8<sup>th</sup> February 2022**

Application Ref. No. 20/00337/OUTM – Land at Fossetts Farm, Sutton Road – Non-pecuniary interest: Members of the “Fossetts Farm for the People” campaign are known to him;

Application Ref. No. 21/01506/FUL – 12 Branksome Road, Southend-on-Sea – Non-pecuniary interest: Has had contact from residents regarding the application and some of the objectors are known to him;

- **Councillor F Evans**

**Development Control Committee – 5<sup>th</sup> January 2022**

Application Ref No. 21/02172 and 21/022173/LBC – 5-6 Clifftown Parade, Southend-on-Sea – Disclosable non-pecuniary interest: applicant was a close personal friend and had stayed at the hotel as a paying guest (withdrew);

- **Councillor K Evans**

**Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 664 (20mph Neighbourhoods) – Non-pecuniary interest: Family live in one of the roads affected by the proposals;

- **Councillor Folkard**

**Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 661 (Leisure Contract – Short Term Options Review) – Non-pecuniary interest: Regular user of Council’s leisure facilities;

**Licensing Sub-Committee B – 7<sup>th</sup> December 2021**

Minute 745 (The Vine 149 Leigh Road – Application for the Variation of Premises Licence) – Non-pecuniary interest: One of the objectors is known to him as a fellow Councillor;

- **Councillor Hooper**

- **People Scrutiny Committee – 8<sup>th</sup> February 2022**

- Minute 674 (SEND Peer Review) – Non-pecuniary interest: Director of Blade Education, a not-for-profit company that works with local SEND children;

- **Standards Committee – 14<sup>th</sup> February 2022**

- Minute 700 (Compliant against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint as a fellow Councillor;

- **Councillor Garston**

- **Council – 10<sup>th</sup> March 2022**

- Minute 807 (Public Questions) – Non-pecuniary interest: one of the public questioners is his son;

- **Councillor Jarvis**

- **Development Control Committee – 1<sup>st</sup> December 2021**

- Application Ref No: 21/01945/AMDT – 52 High Street, Leigh-on-Sea  
Non-pecuniary interest: Objector is known to him;

- **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

- Minute 663 (Conservation Area Appraisals) – Non-pecuniary interest: Lives in Shoebury Conservation Area but spoke on the item as Shadow Cabinet Member;

- **Councillor Jones**

- **Cabinet – 13<sup>th</sup> January 2022**

- Minute 607 (Ten Year Contract – Southend Care Ltd) – Non-pecuniary interest: Friends work for Southend Care Ltd;
  - Minute 609 (DfT Active Travel Fund Tranche 2 Grant Award) – Non-pecuniary interest: Son works in the passenger transport team;
  - Minute 618 (SO46 Report) – One of her sons works for SECTA and youngest son works for passenger transport team;

- **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

- Minute 662 (DfT Tranche 2 Active Travel Fund) – Non-pecuniary interest: family member of Cycle UK and husband works in motor manufacturing industry which was mentioned during the debate;

### **Development Control Committee – 8<sup>th</sup> February 2022**

Application Ref. No. 20/00337/OUTM – Land at Fossetts Farm, Sutton Road – Non-pecuniary interest: Disclosable non-pecuniary interest: Has attended meetings of the “Fossetts Farm for the People” campaign and appeared in photographs, etc with the campaign (withdrew);

- **Councillor Mitchell**

### **Development Control Committee – 1<sup>st</sup> December 2021**

Application Ref No: 21/01945/AMDT – 52 High Street, Leigh-on-Sea - Non-pecuniary interest: Chaired a meeting of the Council’s Licensing Sub-Committee which considered an application for premises licence;

### **Development Control Committee – 5<sup>th</sup> January 2022**

Application Ref No: 19/00158/UNAU\_B – 21 Holland Road, Westcliff-on-Sea – Non-pecuniary interest: Has visited the site to view the premises and has been in correspondence with residents regarding the planning process;

### **Development Control Committee – 9<sup>th</sup> February 2022**

Application Ref. No. 20/00337/OUTM – Land at Fossetts Farm, Sutton Road – Non-pecuniary interest: Disclosable non-pecuniary interest: Associated with the “Fossetts for the People” campaign group and has expressed views that the land should be used for 100% council housing (withdrew);

### **Licensing Sub-Committee B – 7<sup>th</sup> December 2021**

Minute 745 (The Vine 149 Leigh Road – Application for the Variation of Premises Licence) – Non-pecuniary interest: One of the objectors is known to her as a fellow Councillor;

- **Councillor Moring**

### **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 664 (20mph Neighbourhoods) – Disqualifying Non-pecuniary interest: resident in one of the proposed roads/areas of the scheme (withdrew);

- **Councillor Mulroney**

### **Development Control Committee – 1<sup>st</sup> December 2021**

Application Ref No. 21/01374/FUL – Unit 2, Leighcliff Building, Leigh Cliff Road, Leigh-on-Sea; Application Ref No. 21/01722/FUL – 137 Marine Parade, Leigh-on-Sea; Application Ref. No. 21/01945/AMDT – 52 High Street, Leigh-on-Sea – Non-pecuniary interests: Member of Leigh Town Council, non-participant in planning;

### **Development Control Committee – 5<sup>th</sup> January 2022**

Application Ref. No. 20/01199/FULM – Roslin Hotel, Thorpe Esplanade, Southend-on-Sea – Non-pecuniary interest: Management of the hotel is known to her;

### **Cabinet – 13<sup>th</sup> January 2022**

Minute 610 (Conservation Area Appraisals) – Non-pecuniary interest: Member of Leigh Society and Chair of Trustees of Leigh Heritage Centre;  
Minute 611 (20mph Neighbourhoods) – Disqualifying Non-pecuniary interest: resident in one of the proposed roads/areas of the scheme (withdrew);

### **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 663 (Conservation Area Appraisals) – Non-pecuniary interest: Member of Leigh Society and Chair of Trustees of Leigh Heritage Centre;  
Minute 664 (20mph Neighbourhoods) – Disqualifying Non-pecuniary interest: resident in one of the proposed roads/areas of the scheme (withdrew);

- **Councillor Nelson**

### **Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 662 (DfT Tranche 2 Active Travel Fund) – Non-pecuniary interest: Member of Southend Wheelers and wife is a nurse at Southend Hospital;

- **Councillor Nevin**

### **Licensing Sub-Committee – 13<sup>th</sup> December 2021**

Minute 748 (Mad Dogs and Englishmen Interior Ltd – Application to Vary a Premises Licence – Non-pecuniary interest: Licensee is known to her;

### **Cabinet – 13<sup>th</sup> January 2022**

Minute 607 (Ten Year Contract – Southend Care Ltd) – Non-pecuniary interest: Essex County Council mentioned and ex mother-in-law receiving care outside this area; Employed at external National Health Service Trust and family members employed at Mid and South Essex Trust hospitals;

### **People Scrutiny Committee – 8<sup>th</sup> February 2022**

Minute 675 (Community Children's Services – South-East Essex) – Non-pecuniary interest: Employed at external National Health Service Trust and family members employed at Mid and South Essex Trust hospitals;

- **Councillor Salter**

**People Scrutiny Committee – 8<sup>th</sup> February 2022**

Minute 675 (Community Children’s Services – South-East Essex) – Non-pecuniary interest: Husband is a consultant surgeon at Southend Hospital; Daughter is a consultant at Basildon Hospital; Son-in-law is a general practitioner in the City;

- **Councillor Shead**

**Standards Committee – 14<sup>th</sup> February 2022**

Minute 700 (Compliant against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint as a fellow Councillor;

- **Councillor Terry**

**Cabinet – 13<sup>th</sup> January 2022**

Minute 611 (20mph Neighbourhoods) – Non-pecuniary interest: Member of Burgess Estate Residents Association;

- **Councillor Wakefield**

**Development Control Committee – 1<sup>st</sup> December 2021**

Application Ref No. 21/01813/FUL – 41 Alexandra Street, Southend-on-Sea – Pecuniary interest: owns the property (withdrew);  
Application Ref. No. 21/01907/FUL – 208A York Road, Southend-on-Sea – Non-pecuniary interest: Owns an HMO;

**Development Control Committee – 5<sup>th</sup> January 2022**

Application Ref. No. 20/01199/FULM – Roslin Hotel, Thorpe Esplanade, Southend-on-Sea – Non-pecuniary interest: Known to people involved with the application;

- **Councillor Walker**

**Development Control Committee – 5<sup>th</sup> January 2022**

Application Ref. No. 20/01199/FULM - Roslin Hotel, Thorpe Esplanade, Southend-on-Sea – Non-pecuniary interest: Received support during his Mayoral Year;

- **Councillor Ward**

**Development Control Committee – 5<sup>th</sup> January 2022**

Application Ref. No. 20/01199/FULM - Roslin Hotel, Thorpe Esplanade, Southend-on-Sea – Non-pecuniary interest: Lives in the road;  
Application Ref. No. 21/00061/UNAU\_B – 193 Eastern Esplanade, Southend-on-Sea – Non-pecuniary interest: Lives in the road;

- **Councillor Warren**

**Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 664 (20mph Neighbourhoods) – Non-pecuniary interest: Office is located in one of the roads affected by the proposals;

- **Councillor Woodley**

**Cabinet – 13<sup>th</sup> January 2022**

Minute 611 (20mph Neighbourhoods) – Non-pecuniary interest: Thorpe Ward Councillor and Chair of Burges Estate Residents Association;

**Place Scrutiny Committee – 7<sup>th</sup> February 2022**

Minute 611 (20mph Neighbourhoods) – Non-pecuniary interest: Thorpe Ward Councillor and Chair of Burges Estate Residents Association and lives in one of the roads affected by the proposals. Councillor Woodley stated he was satisfied that his non-pecuniary interest was not a disqualifying interest (under paragraph 10.3 of the Members' Code of Conduct) and so he did not withdraw;

**Standards Committee – 14<sup>th</sup> February 2022**

All Councillors have a non-pecuniary interest in Minute 700 (Compliant against a Councillor – Reference 20/012) is so far as they know the Councillor subject to the complaint as a fellow Councillor;

**806 Communications**

**(a) Welcome – Councillor Darryl Jones**

The Worshipful the Mayor welcomed Councillor Darryl Jones, the newly elected Councillor for the Southchurch Ward.

**(b) City Status**

The Worshipful the Mayor informed Councillors that the Special Council meeting held on 1<sup>st</sup> March 2022 to confer city status on the Borough of Southend-on-Sea has been regarded as hugely successful and on behalf of the Council she thanked everyone associated with the preparations for their hard work.

**807 Questions from Members of the Public**

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

**808 Questions from Members of the Council**

The relevant Cabinet Members responded to written and supplementary questions received from Councillors.

**809 Minutes of the Meeting held on Thursday, 9 December 2021**

Resolved:

That the Minutes of the Meeting held on Thursday 9 December 2021 be confirmed as a correct record and signed.

**810 Minutes of the meeting of Special Council held Tuesday, 25 January 2022**

Resolved:

That the Minutes of the Meeting held on Tuesday 25 January 2022 be confirmed as a correct record and signed.

**811 Minutes of the meeting of Special Council held Tuesday, 25 January 2022**

Resolved:

That the Minutes of the Meeting held on Tuesday 25 January 2022 be confirmed as a correct record and signed.

**812 Minutes of the Extraordinary Council held Thursday, 17 February 2022**

Resolved:

That the Minutes of the extraordinary meeting held on Thursday 17 February 2022 be confirmed as a correct record and signed.

**813 Minutes of the meeting of Development Control Committee held Wednesday, 1 December 2021**

Resolved:

That the minutes of this meeting be noted.

**814 Minutes of the meeting of Cabinet Committee held Tuesday, 4 January 2022**

Resolved:

That the minutes of this meeting be noted.



**815 Minutes of the meeting of Development Control Committee held Wednesday, 5 January 2022**

Resolved:

That the minutes of this meeting be noted.

**816 Minutes of the meeting of Audit Committee held Wednesday, 12 January 2022**

Resolved:

That the minutes of this meeting be noted.

**817 Minutes of the meeting of Cabinet held Thursday, 13 January 2022**

Resolved:

That the minutes of this meeting be noted and the recommendations contained in Minute 602 (Resourcing Better Outcomes Financial Performance Report for November) be approved.

**818 Minutes of the meeting of Appointments and Disciplinary Committee held Monday, 24 January 2022**

Resolved:

That the minutes of this meeting be noted.

**819 Minutes of the meeting of Cabinet held Monday, 24 January 2022**

Resolved:

That the minutes of this meeting be noted.

**820 Minutes of the meeting of Place Scrutiny Committee held Monday, 24 January 2022**

Resolved:

That the minutes of this meeting be noted.

**821 Minutes of the meeting of Place Scrutiny Committee held Monday, 7 February 2022**

Resolved:

That the minutes of this meeting be noted.

**822 Minutes of the meeting of People Scrutiny Committee held Tuesday, 8 February 2022**

Resolved:

That the minutes of this meeting be noted.

**823 Minutes of meeting Wednesday, 9 February 2022 of Development Control Committee**

Resolved:

That the minutes of this meeting be noted.

**824 Minutes of the meeting of Policy and Resources Scrutiny Committee held Thursday, 10 February 2022**

Resolved:

That the minutes of this meeting be noted.

**825 Minutes of the meeting of Standards Committee held Monday, 14 February 2022**

Resolved:

That the minutes of this meeting be noted.

**826 Minutes of the meeting of Licensing Sub-Committee B held Tuesday, 7 December 2021**

Resolved:

That the minutes of this meeting be noted.

**827 Minutes of the meeting of Licensing Sub-Committee A held Monday, 13 December 2021**

Resolved:

That the minutes of this meeting be noted.

**828 Notice of Motion - Right to Food**

Resolved:

That the Notice of Motion concerning the Right to Food be referred to the Housing and Communities Working Party.

## **829 Appointment of External Auditor**

The Council considered a report of the Executive Director (Finance and Resources) summarising the options for the arrangements to appoint the External Auditors following the end of the current arrangements at the conclusion of the 2022/23 audit.

Resolved:

That the Council 'opt-in' to the Local Government Association (LGA) sector led body Public Sector Audit Appointments Ltd (PSAA) for the independent appointment of the Council's External Auditor, beginning with the audit for the financial year 2023/24.

## **830 Changes to the Constitution**

This matter was withdrawn.

## **831 Appointments to Committees, etc**

Resolved:

That the list of membership changes and appointments to Committees, etc, as appended to the minutes, be approved.

## **832 Opposition Business - Building on the Greenbelt**

In accordance with Standing Order 19 the Conservative Group requested that their motion relating to building on the green belt be debated.

During consideration of the matter an amendment to the motion was proposed by the Cabinet Member for Environment, Culture, Tourism and Planning and duly seconded with the support of the Leader of the Conservative Group:

### *'Building on the Greenbelt*

*This Council notes the concerns that some residents have on possible option of building new homes on land designated as Green Belt shown in the recent Refining the Options consultation document.*

*Central Government has established a Standard Methodology (SM) which identifies a minimum annual housing need figure for each local authority area in the Country. Local Planning Authorities are then able to establish a "housing requirement figure" for their area, through the preparation of Local Plans, which shows the extent to which their identified housing need can be met, which includes the review and assessment of sustainable development and constraints such as the Green Belt.*

*This Council therefore resolves:*

*1. To note that local housing requirement figures are set by this Council through the preparation of a Local Plan which is subject to examination by an Inspector appointed by the Secretary of State.*

*2. To undertake its own housing needs assessment for the City as part of the preparation of a new Local Plan as required by Government.*

*3. To acknowledge that this Council can restrict development in the Green Belt in line with national policy subject to its review and appropriate consideration alongside other matters including development needs as part of the Local Plan process where its approach is found to be sound by an Inspector appointed by the Secretary of State.*

*4. To exercise its ability to restrict housing development in the Green Belt in line with national planning policy where the Local Plan process shows this to be a sound course of action as examined by a Planning Inspector appointed by the Secretary of State.'*

It was resolved to adopt the amended motion as set out above.

**Chair:** \_\_\_\_\_

# SOUTHEND-ON-SEA BOROUGH COUNCIL

## Meeting of Cabinet

**Date: Tuesday, 22nd February, 2022**  
**Place: Council Chamber - Civic Suite**

# 9

**Present:** Councillor I Gilbert (Chair)  
Councillors R Woodley (Vice-Chair), L Burton, P Collins, A Jones,  
C Mulrone, C Nevin and M Terry

**In Attendance:** Councillors K Buck, T Cox and K Evans  
A Lewis, T Forster, J Williams, J Chesterton, C Gamble, J Burr,  
S Dolling, I Kazalbash and B Leigh

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

### 721 Apologies for Absence

There were no apologies for absence at this meeting.

### 722 Declarations of Interest

The following declarations of interest were made:

(a) Cllr Mulrone – Agenda Item 3 (20 mph Neighbourhoods – Reference back from Place Scrutiny Committee held 7<sup>th</sup> February 2022) - Disqualifying non-pecuniary interest: resident in one of the proposed roads/areas of the scheme (withdrew);

(b) Cllr Woodley - Agenda Item 3 (20 mph Neighbourhoods – Reference back from Place Scrutiny Committee held 7<sup>th</sup> February 2022) – Non-pecuniary interest: Thorpe Ward Councillor and Chair of Residents Association.

(c) Councillor Nevin – Agenda Item 7 (Corporate Risk Register) and Agenda Item 12 (Adult Social Care Strategies) - Non-pecuniary interest: NHS Employee in external Trust; 2 sons and stepsister are NHS employees;

(d) Councillor Jones – Agenda Item 4 (Outcome Success Measures Report) – Non-pecuniary interest: Son works for SEGA3, HALO and PAVE team;

(e) Councillor Collins – Agenda Item 6 (Parking Strategy and Parking Implementation Plan) – Non-pecuniary interest: son is a blue badge holder and could be impacted by a future strategy;

(f) Councillor Terry – Agenda item 13 (Innovation Resilience Fund Outline Business Case) – Non-pecuniary interest: lives on Eastern Esplanade;

(g) Councillor Cox – Agenda Item 6 (Parking Strategy and Parking Implementation Plan) – Non-pecuniary interest: wife is a blue badge holder;

(h) Councillor K Evans – Agenda Item 4 (Outcome Success Measures Report) – Non-pecuniary interest: Ex- serviceman and benefactor of the Salvation Army; Agenda Item 6 (Parking Strategy and Parking Implementation Plan) – Non-pecuniary interest: family member is a blue badge holder); Agenda Item 8 (Dog Control PSPO Variation) – Non-pecuniary interest: Dog owner; Agenda Item 3 (20 mph Neighbourhoods – reference back from Place Scrutiny Committee held 7<sup>th</sup> February 2022) – Non-pecuniary interest: Leigh Town Council Councillor

**723 20 mph Neighbourhoods - Reference Back from Place Scrutiny Committee held Monday, 7 February 2022**

The Cabinet received a report of the Executive Director (Neighbourhoods and Environment) which had been prepared in response to the decision of Place Scrutiny Committee at its meeting held on 7<sup>th</sup> February 2022 to refer the 20mph neighbourhoods scheme back to Cabinet for further consideration.

Resolved:

1. That separate consultation exercises be undertaken in respect of (a) the proposed experimental scheme for a 20mph speed limit in Leigh/West Leigh and (b) the proposed scheme for a 20mph zone in Thorpe.
2. That delegated authority be given to the Executive Director for Neighbourhoods and Environment, in consultation with the Cabinet Member for Transport, Asset Management and Inward Investment, to agree the advertisement of any necessary traffic regulation orders.

Reasons for decision:

To respond to the reference back and recommendations from the Place Scrutiny Committee and to support the Council's 2050 Shared 'Safe and Well' Ambition, to ensure "people in Southend-on-Sea feel safe in all aspects of their lives".

Other options:

None

Note: This is an Executive Function  
Eligible for call-in to: Place Scrutiny Committee  
Cabinet Member: Cllr Woodley

**724 Outcome Success Measures Report**

The Cabinet considered a report of the Executive Director (Transformation) concerning the second period of the Southend 2050 Outcome Success Measures for 2021/22, covering 1 July – 31 December 2021.

Resolved:

That the Period 2 performance covering 1 July to 31 December 2021, be noted.

Reasons for Decision:

To drive the delivery of the Southend 2050 ambition through robust and strategic performance management arrangements and to ensure the Council is clear on prioritised milestones to achieve the desired outcomes, focusing on response to the pandemic, economic recovery, and sustainability – including financial, environmental and our transformation as an organisation.

Other options:

The Council could choose not to review its current ambition and desired outcomes. This would mean failing to set out the huge impact the crises have had on the Borough, its people and the Council and the Council's approach to recovery. The Council has committed to undertake an annual review of the outcomes and milestones.

Note: This is an Executive Function

Eligible for call-in to: All three Scrutiny Committees

Cabinet Member: Cllr Gilbert

## **725 Waste Collection Contract**

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) presenting two options for securing the future service provision of the Recycling, Waste and Cleansing Contract, with the express aim of supporting the Council's declared Climate Emergency, the Southend 2050 Ambition and meeting the changing requirements of environmental legislation and the growing environmental demands of the Borough's residents.

During consideration of the report the Cabinet resolved to go into Part 2 to enable questions to be raised on the commercial aspects of the matter.

Resolved:

1. That a Recycling, Waste and Cleansing contract be procured for a period to be determined via the competitive dialogue process (Option B).
2. That an early market engagement exercise be undertaken to explore:
  - a) The viability of maintaining a full weekly service whilst still delivering the aims and parameters set out in Resolution 4 below.
  - b) The market's appetite for any potential contract.
3. That the findings of the early market engagement exercise be used to inform the draft contract specification/requirements which will then be submitted to Cabinet for review/approval.
4. That the aims and requirements of any new contract should:
  - Recognise the requirement for bidders to take into account the Council's preference for a weekly collection service;

- Recognise the declaration by the Council of a Climate Change Emergency in 2019 and the need to significantly reduce residual waste;
- Comply with the Environment Act 2021 and its promulgated requirements for recycling (likely to be 65% by 2035) and other environmental matters and adaptability to further changes in legislation;
- Satisfy the financial imperatives for the Council to ensure value for money principles are adhered to;
- Follow the principles of the Waste Hierarchy;
- Maximise the use of zero or low emission plant and fleet in the operation of the services;
- Provide the best customer and digital experience for residents; and
- Consider the inclusion of a commercial waste offering.

5. That all bidders be required (in the second tier of requirements) to use to the full their experience and knowledge of the industry and future trends in service provision, both in the UK and abroad, in order to show that they have fully considered alternative operating regimes and to give clear reasoning in their bids for their chosen submissions, as opposed to those other regimes. In addition bids will be required to respond to the following:

- The maximisation of the use of sustainable fuels and vehicles;
- The employment of local residents;
- A fully intuitive education programme in respect of recycling and related environmental procedures;
- A comprehensive assessment of the need for social protection systems to be put in place for vulnerable residents; and
- A comprehensive interpretation of the nature of Southend Borough and its different residential aspects and needs.

6. That an indicative annual budget envelope for the contract be established and forms part of the invitation to tender.

7. That authority be delegated to the Executive Director (Neighbourhoods and Environment) and Executive Director (Finance and Resources), in consultation with the Cabinet Member for Environment, Culture, Tourism and Planning, to negotiate a short term extension to the Veolia contract from October 2023, if required, to enable the Council to maintain a waste collection service until the procurement process for a new contract has concluded and that this is contained within the financial sums identified in the report.

8. That the outcome of the tender process and its associated financial implications be reported to a future Cabinet meeting with a recommendation as to the award of the contract.

9. That up to £1.5m be allocated from the Waste reserve to support the one-off costs of the procurement.

10. That it be noted that any additional financial costs for the extension of the current Waste contract from October 2023 are reflected in the budget setting for 2023/24.



11. That it be noted that the current levels of recycling are significantly below the future targets set by the Government, and the significant environmental and economic benefits that reducing residual waste, and increasing recycling will bring to the Borough. (Action is therefore required to secure a future service provision that is capable of meeting the Council's own targets and obligations).

12. That authority be delegated to the Executive Director (Neighbourhoods and Environment) and the Executive Director (Finance and Resources), in consultation with the Cabinet Member for Environment, Culture, Tourism and Planning, to:

a) Procure sector specific engagement and communications support, at a cost of up to £250,000 to run a dedicated and comprehensive engagement, information and education programme to support the aims of Option B to be funded by the Waste reserve.

b) Employ a Contract Manager at a cost of £75,000pa to support the management and effective performance of the contract by the Contractor to be funded by the Waste Reserve in 2022/23 and for consideration as part of the budget setting for 2023/24 onwards.

13. That cross-party Councillor oversight of the procurement process be through the Environment, Culture, Tourism and Planning Working Party.

Reasons for Decision:

1. To evidence that best value has been achieved by undertaking a thorough market exercise;

2. To engage with the market to properly consider the viability of maintaining the existing service model into the future, whilst delivering against the Council's stated aims and objectives;

3. To explore alternative collection models and innovative solutions for Southend other than is currently offered under Option A which could better meet the needs of residents;

4. To enable greater engagement with members and the residents and provide greater transparency in securing a future service which touches and concerns every household in the Borough; and

5. To explore solutions that could limit the commercial risk to the Council

Other Options:

As set out in the submitted report.

Note: This is an Executive Function

**Called-in to: Place Scrutiny Committee**

Cabinet Member: Cllr Mulroney

## **726 Parking Strategy and Parking Implementation Plan**

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) setting out the results and analysis of the public consultation and presented the finalised Parking Strategy and Parking Implementation Plan.

Cabinet noted that the report was also presented to the Traffic Regulations Working Party at its meeting held on 21<sup>st</sup> February 2022. The Cabinet also received the minutes of the Working Party.

Resolved:

That the matter be referred to the Transport, Asset Management and Inward Investment Working Party for consideration.

Reasons for decision:

To receive the views of the Transport, Asset Management and Inward Investment Working Party.

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: Cllr Woodley

## **727 Corporate Risk Register**

The Cabinet considered a report of the Executive Director (Finance and Resources) presenting the updated summary Corporate Risk Register.

Resolved:

That the updated summary Corporate Risk Register and the position at January 2022, set out at Appendix 1 to the submitted report, be noted.

Reasons for decision:

To note the updated summary Corporate Risk Register.

Other options:

None

Note: This is an Executive Function  
Eligible for call-in to: All three Scrutiny Committees  
Cabinet Member: Cllr Collins

## 728 Dog Control PSPO Variation

The Cabinet considered a report of the Executive Director (Adults and Communities) seeking approval to commence a statutory consultation relating to dog controls in respect of the proposed designation of dog friendly areas between 1 May and 30 September 2022.

On consideration of the report, members of the Cabinet noted that the proposed consultation applied only to East Beach.

Resolved:

1. That consultation to vary the dog control Public Spaces Protection Order (PSPO) and trial a dog friendly beach during the 2022 bathing season at East Beach, as defined in Appendix 2 to the submitted report, be approved.
2. That it be noted that a further report on the next steps will be made once the consultation process has been completed. (At that stage, the Cabinet may be asked to vary the PSPO statutory criteria to designate dog friendly areas. No decision or recommendation is made on that at this stage).

Reasons for decision:

The establishment of a dog friendly beach, if supported by specific consultation in a trial, will allow the Council to consider long term options.

Other Options:

Not to undertake the consultation.

Note: This is an Executive Function  
Eligible for call-in to: Place Scrutiny Committee  
Cabinet Members: Cllrs Terry and Mulroney

## 729 PSPO Consultation

The Cabinet considered a report of the Executive Director (Adults and Communities) on whether the Council should commence statutory consultation on extending and varying the Public Spaces Protection Order (Southend Town Centre, Seafront and Adjoining Areas) No 1 of the 2019 PSPO.

Resolved:

1. That a consultation be undertaken into the possibility of the Council extending and varying (and/or making a new) Public Spaces Protection Order (PSPO) under Sections 59, 60 & 61 of the Anti-social Behaviour (ASB), Crime and Policing Act 2014 in respect of the area and activities detailed in the submitted report.
2. That the proposed consultation process commences as soon as practically possible.

3. That delegated authority be given to the Assistant Director for Legal Services in consultation with the Cabinet Member for Environment, Culture, Tourism & Planning to:

- a) Finalise the draft PSPO to form part of the consultation;
- b) Settle the final form of the consultation; and
- c) explore and report back to Cabinet following the consultation any additional resource requirements to effectively enforce the PSPO.

Reasons for decision:

Whilst the 2019 PSPO has provided authorised council officers with an additional tool to tackle ASB, there has been a growing number of other complaints received in the last three years about the following:

- Cycling on the footway and e-scooters, particularly in the Town Centre area.
- ASB associated with the use of personal water crafts.
- ASB associated with use of BBQs on beaches.

Therefore the Council proposes to consult on all these activities and to bring the findings back to Cabinet in a report along with a summary of findings and evidence of the operation of the 2019 PSPO to then decide whether to extend and vary the 2019 PSPO or progress with any new PSPO.

Other options:

The Council could choose not to engage in the consultation process. This would result in the current PSPO expiring at midnight on the 10<sup>th</sup> July 2022 and this enforcement power would no longer be available to Essex Police and the Council's authorised officers for tackling ASB in the restricted area.

Note: This is an Executive Function

**Called-in to: Policy and Resources Scrutiny Committee**

Cabinet Member: Cllr Terry

## **730 Equality Objectives - 2022-2026**

The Cabinet considered a report of the Executive Director (Transformation) presenting a new statement-led set of Equality Objectives based on the findings from the recent consultation exercise.

Resolved:

1. That the new Equality Objectives be sharper, smarter and conducive to demonstrate progress in equalities policies and practice across the Council.
2. That the new Equality, Diversity and Inclusion (EDI) Statement and Equality Objectives that have been formed and shaped by responses to a Your Say Southend Survey and meetings with multiple community organisations to gain

their views, recognising that the impact of the Covid-19 pandemic has brought inequalities across communities into sharp relief, be approved.

3. That, in addition to the required 4-yearly refresh, the Equality Objectives be reviewed on an annual basis by the Corporate Equality Steering Group (CESG) as per its Terms of Reference, as set out at Appendix 1 to the submitted report, in order to keep the objectives at the forefront of Council equalities policy making and practices, thereby evidencing the Council's fulfilment of the Public Sector Equality Duty.

4. That commitments be set against each objective to demonstrate progress made on an annual basis, with the Commitments to be reviewed/reset by CESG at their annual review.

5. That the Equality Objectives be referenced in the Corporate Plan with the intention that the Council will report on its performance against the new Equality Objectives.

6. That it be noted that this process is seen as foundational and iterative demonstrating the scale of the Council's ambition across the 4-year period, prior to the renewal of the objectives in 2026.

Reasons for decision:

To comply with the Public Sector Equality Duty as set out in the Equality Act 2010 which requires public sector organisations to abide by a set of Equality Objectives that are to be renewed every 4 years.

Other options:

None

Note: This is an Executive Function

Eligible for call-in to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Gilbert

## **731 Social Value Policy**

The Cabinet considered a report of the Executive Director (Transformation) presenting the refresh of the Council's Social Value Policy, which has been applied across all Council commissioning and procurement activities since June 2018.

Resolved:

1. That the refreshed Social Value Policy and its stated aims, objectives and principles, be approved.

2. That enhanced performance monitoring of social value, be endorsed.

3. That the Commissioning Board act as the collective corporate sponsor for social value.

Reasons for decision:

To approve a refreshed Social Value Policy to continue to deliver wider social, economic and environmental benefits whilst delivering optimal value for money.

Other options:

None

Note: This is an Executive Function

Eligible for call-in to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Jones

### **732 Adult Social Care Strategies (Living Well, Aging Well, Caring Well)**

The Cabinet considered a report of the Executive Director (Adults and Communities) presenting three Adult Social Care (ASC) five-year (2022-2027) strategies for Ageing Well, Living Well and Caring Well.

Resolved:

That the Adult Social Care (ASC) five-year 2022-2027 strategies for Ageing Well, Living Well and Caring Well, as set out in Appendices 1 to 3 to the submitted report, be approved.

Reasons for decision:

To approve the Adult Social Care five year (2022-2027) strategies for Ageing Well, Living Well and Caring Well.

Other options:

None

Note: This is an Executive Function

Eligible for call-in to: People Scrutiny Committee

Cabinet Member: Cllr Nevin

### **733 Innovation Resilience Fund - Outline Business Case**

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) presenting the Catchment to Coast Outline Business Case (OBC) submitted to DEFRA.

Resolved:

1. That the bid awarded to the Catchment to Coast partnership by DEFRA on 25 October 2021 for £672,000 of grant funding, be noted.

2. That the submission of the Outline Business Case to DEFRA to seek a further £5.463 million of grant funding to the Catchment to Coast partnership over the following 5 financial years (April 2022 to March 2027), be noted.

Reasons for decision:

The Catchment to Coast project provides a unique, grant funded opportunity to make Southend a national exemplar in flood and coastal erosion risk management using innovative flood risk and coastal erosion measures.

Increasing flood and coastal erosion resilience through the measures delivered by the Catchment to Coast project will not only improve the resilience of Southend and neighbouring communities but will also seek to empower and support communities socially with the setting up of tools and processes that promote wider education and skills development within both local communities and schools.

Other options:

None.

Note: This is an Executive Function  
Eligible for call-in to: Place Scrutiny Committee  
Cabinet Member: Cllr Mulroney

#### **734 Civil Penalties Policy for Housing Offences**

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) setting out the draft policy for the use of civil penalties for certain specified offences under the Housing Act 2004.

Resolved:

That the Civil Penalties Policy for Housing Offences, set out at Appendix 1 to the submitted report, with the implementation date of 1<sup>st</sup> April 2022, be approved.

Reasons for decision:

The adoption of a Civil Penalties policy provides a transparent and consistent approach to the regulation of the private sector housing market.

Other options:

The alternative option would be to disregard the powers made available to the Council. This would reduce the tools available to Officers to enforce against rogue landlords who knowingly rent out unsafe and substandard accommodation and may harm the reputation of the Council in regulation of the private rented sector.

Note: This is an Executive Function  
Eligible for call-in to: Policy and Resources Scrutiny Committee  
Cabinet Member: Cllr Gilbert

#### **735 City Council Branding**

This item was withdrawn. A report on the matter would be subject to a special meeting of Cabinet.

## 736 Treasury Management Report - Quarter Three 2021/22

The Cabinet considered a report of the Executive Director (Finance and Resources) presenting the Treasury Management Report covering the treasury management activity and compliance with the treasury management strategy for both quarter three and the period from April to December 2021.

Resolved:

1. That the Quarter Three Treasury Management Report for 2021/22, be approved.
2. That it be noted that the treasury management activities were carried out in accordance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Sector during the period from April to December 2021.
3. That it be noted that the loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.
4. That it be noted that £1.123m of interest and income distributions for all investments were earned during this nine-month period at an average rate of 0.94%. This is 0.83% over the average bank rate for that period. Also, the value of the externally managed funds increased by a net of £2.654m due to changes in the unit price, giving a combined overall return of 3.15%.
5. That it be noted that the level of borrowing from the Public Works Loan Board (PWLb) (excluding debt relating to services transferred from Essex County Council on 1<sup>st</sup> April 1998) increased by £40m to £350.3m (Housing Revenue Account (HRA): £75.0m, General Fund (GF): £275.3m) during the period from April to December 2021.
6. That it be noted that the level of financing for 'invest to save' capital schemes decreased from £8.53m to £8.45m during the period from April to December 2021.

Reasons for Decisions:

The CIPFA Code of Practice on Treasury Management recommends that Local Authorities should submit reports regularly. The Treasury Management Policy Statement for 2021/22 set out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation.

Other Options:

There are many options available for the operation of the Treasury Management function, with varying degrees of risk associated with them. The Treasury Management Policy aims to effectively control risk to within a prudent level, whilst providing optimum performance consistent with that level of risk.



Note: This is an Executive Function  
Eligible for call-in to: Policy and Resources Scrutiny Committee  
Cabinet Member: Cllr Collins

**737 Minutes of Economic Recovery and Regeneration Working Party held Tuesday, 11 January 2022**

The Cabinet considered the minutes of the Economic Recovery and Regeneration Working Party held on 11<sup>th</sup> January 2022 relating to the arrangements for the City Status ceremonies and events. Subsequent to the meeting of the Working Party the Special Council meeting arranged for Wednesday, 16 February 2022 was cancelled.

Resolved:

That the arrangements for the City Status ceremonies and events proposed, be noted.

Reasons for decision:

To note the arrangements for the City Status ceremonies and events.

Other options:

None

Note: This is an Executive Function  
Eligible for call-in to: Policy and Resources Scrutiny Committee  
Cabinet Member: Cllr Gilbert

**738 Minutes of Economic Recovery and Regeneration Working Party held Wednesday, 19 January 2022**

The Cabinet considered the recommendations of the Economic Recovery and Regeneration Working Party held on 19<sup>th</sup> January 2022 relating to the arrangements for the City Status ceremonies and events and the Council's future corporate identity and branding.

Resolved:

1. That the arrangements for the City Status ceremonies and events proposed, be noted.

2. That it be noted that the Council's future corporate identity and branding would be subject to a report for submission to a special meeting of Cabinet.

Reasons for decision:

To note the arrangements for the City Status ceremonies and the Council's future corporate identity and branding.

Other options:

None

Note: This is an Executive Function

Eligible for call-in to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Gilbert

**739 Minutes of Environment, Tourism, Culture and Planning Working Party held Tuesday 15 February 2022**

The Minutes of the above-mentioned Working Party were considered in conjunction with Agenda Item 7 (Waste Collection Contract) above.

Note: This is an Executive Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Mulronee

**740 Minutes of Traffic Regulations Working Party held Monday, 21 February 2022**

The minutes of the above-mentioned Working Party were considered in conjunction with Agenda Item 8 (Parking Strategy and Parking Implementation Plan) above.

Note: This is an Executive Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Woodley

**741 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.

**742 Waste Collection Contract - Confidential Appendix**

The confidential report of the Executive Director (Neighbourhoods and Environment) concerning the Waste Collection Contract was considered in conjunction with agenda item no. 7 (Minute No. 725 above refers).

Resolved:

That the confidential report, be noted.

Note: This is an Executive Function  
**\*Called-in to: Place Scrutiny Committee**  
Cabinet Member: Cllr Mulroney

Chair: \_\_\_\_\_

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# SOUTHEND-ON-SEA CITY COUNCIL

## Meeting of Development Control Committee

Date: Wednesday, 2nd March, 2022  
Place: Council Chamber - Civic Suite

# 10

**Present:** Councillor N Ward (Chair)  
Councillors A Dear (Vice-Chair), M Berry\*, K Buck, T Cowdrey\*,  
M Dent, F Evans, D Garne, S Habermel, D Jarvis, A Jones,  
D McGlone\*, C Mulroney, A Thompson, S Wakefield and C Walker  
(\*Substitute in accordance with Council Procedure Rule 31.)

**In Attendance:** Councillor P Collins  
K Waters, G Gilbert, P Keyes, C Galforg, S Mouratidis, M Warren  
and T Row

**Start/End Time:** 2.00 pm - 4.35 pm

### 755 Apologies for Absence

Apologies for absence were received from Councillors Cowan (substitute: Councillor Berry), D Garston (substitute: Councillor McGlone) and Mitchell (substitute: Councillor Cowdrey).

### 756 Declarations of Interest

The following interests were declared at the meeting;-

(a) Councillor Collins – Application Ref. No. 21/92459/FUL (366 Rayleigh Road, Eastwood) – Non-pecuniary interest: Received representations and spoke about the application with residents;

(b) Councillor Habermel – Enforcement of Planning Control Ref. No. 20/00009/UNAU\_B (84-90 The Ridgeway, Westcliff on Sea) – Non-pecuniary interest: Rear garden of his property is on the other side of the railway in close proximity to the site (withdrew);

(c) Councillor Mulroney – Application Ref. No. 21/02498/FUL (Flat 1, Undercliff Gardens, Leigh on Sea) – Non-pecuniary interest: Member of Leigh Town Council, non-participant in planning;

(d) Councillor Wakefield – Application Ref. No. 21/02525/FUL (11 Wesley Road, Southend on Sea) – Non-pecuniary interest: Owns an HMO;- and

(e) Councillor Walker – Application Ref. No. 21/92459/FUL (366 Rayleigh Road, Eastwood) – Non-pecuniary interest: Has been asked about the application by residents.

### 757 Supplementary Report

The Committee received and noted a supplementary report by the Executive Director (Growth and Housing) that provided additional information on the items referred to elsewhere on the Agenda.

**758 21/02498/FUL - Flat 1, 82 Undercliff Gardens, Leigh-on-Sea (Leigh Ward)**  
**Proposal: Extend existing detached outbuilding to form store area**  
**Applicant: Mr and Mrs M Day**  
**Agent: Metson Architects Ltd**

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

Resolved:-

That planning permission be REFUSED for the following reason:

01 The proposed extension in combination with existing and consented development on the site would be detrimental to the open and undeveloped character of the rear gardens within Undercliff Gardens at this point to the detriment of the character of the area and representing an overdevelopment of the site contrary to the provisions of the National Planning Policy Framework (2021), Policies KP2 and Policy CP4 of the Core Strategy, Policies DM1 and DM6 of the Development Management Document (2015) and the Design & Townscape Guide (2009).

Positive and Proactive Statement

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and clearly setting these out in the reason(s) for refusal. Furthermore, Members of the planning committee which took the decision to refuse planning permission based their view on a detailed report prepared by officers and have considered whether there are opportunities to amend the development to address this harm. Where a potential way forward has been identified, this has been communicated to the Applicant.

**759 22/00002/FUL - 172 - 174 London Road, Southend-on-Sea (Milton Ward)**  
**Proposal: Change of use of existing building from retail (Class E) to dwellings (Class C3), erect two storey rear/side extensions with balconies to first floor rear, install dormer to rear and roof terrace, form 5no. self-contained flats with associated amenity space, cycle and refuse storage (Amended Proposal)**  
**Applicant: Mr Martin Saunders**  
**Agent: Mr Jonathan McDermott of Town Planning Experts**

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

Resolved:-

That planning permission be GRANTED subject to the following conditions:

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

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

02. The development hereby approved shall be carried out in accordance with the approved plans: 695-400; 695-401; 695-402; 695-403 Rev 03; 695-404 Rev 03

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

03. Before the development hereby approved is occupied the materials used on the external surfaces of the development must match those used on the external surfaces of the existing dwelling. This applies unless differences are shown on submitted plans.

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.

04. Prior to occupation of the development hereby approved, details of energy efficiency and other sustainability measures, including the provision of at least 10% of the energy needs of the development hereby approved being provided from renewable sources, shall be submitted to and agreed in writing by the Local Planning Authority and the development shall be carried only 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 (2021), Core Strategy (2007) policies KP2 and CP4 and the guidance contained within the Design and Townscape Guide (2009).

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

Reason: To minimise the environmental impact of the development through efficient use of water in accordance with the National Planning Policy Framework (2021), Core Strategy (2007) Policy KP2, Development Management Document (2015) Policy DM2 and the Councils Design and Townscape Guide (2009).

06. Prior to occupation of the development hereby approved, details of secure, covered cycle and refuse storage for the flats shall be submitted to and approved in writing by the local planning authority. The agreed details shall be implemented and made available for use before the flats are first occupied and shall be permanently retained for occupiers of the development thereafter.

Reason: In order to protect the character and visual amenities of the area and the environment for residents and provide sustainable modes of transport in accordance with of the Council's Policies KP2 and CP4 of the Core Strategy (2007), Development Management Document (2015) policies DM1, DM3 and DM15.

07. Hours of construction works associated with this consent shall be 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 (2021), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) policies DM1 and DM3 and The Design and Townscape Guide (2009).

08. Prior to occupation of the development hereby approved, adequately glazed windows shall have been installed for all habitable rooms in the front elevation of the development (windows to meet Specification RW 35) to mitigate Road Traffic Noise from London Road.

Reason: In the interest of the residential amenity of future occupiers in accordance with the National Planning Policy Framework (2021), Policies KP2 and CP4 of the Core Strategy (2007), Policies DM1 and DM3 of the Development Management Document (2015).

09. No development above ground 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 under the provisions of this condition. 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. The details submitted shall include, but not limited to:-

- (i.) means of enclosure and boundary treatment for the site plus internal boundaries within the site including any gates or boundary fencing;
- (ii.) hard surfacing materials;
- (iii.) details of the number, size and location of the trees, shrubs and plants to be retained and planted together with a planting specification
- (iv.) details of measures to enhance biodiversity within the site;

Any trees or shrubs dying, removed, being severely damaged or becoming seriously diseased within five years of planting shall be replaced with trees or shrubs of such size and species as may be agreed with the Local Planning Authority under the provisions of this condition.

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

10. No development shall take place on site, including any works of demolition, until a Construction Method Statement (CMS) has been submitted to, and approved in writing by, the Local Planning Authority under the provisions of this condition. The approved CMS shall be adhered to throughout the construction period. The CMS 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 noise, 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) measures to mitigate noise impacts

Reason: In the interest of the residential amenity of nearby occupiers and the highway safety in accordance with the National Planning Policy Framework (2021), Policies KP2, CP3 and CP4 of the Core Strategy (2007) and Policies DM1, DM3 and DM15 of the Development Management Document (2015).

11. Prior to occupation of the dwellings hereby approved, obscure glazed privacy screening (to at least Level 4 on the Pilkington scale of obscurity) shall be installed to the first-floor rear balconies in accordance with details and specifications that have previously been submitted to and approved in writing by the Local Planning Authority under the provisions of this condition. The privacy screens shall be retained as approved for the lifetime of the development.

Reason: To protect the privacy and environment of people in neighbouring residential properties, in accordance with the Core Strategy (2007) policies KP2 and CP4, the Development Management Document (2015) policies DM1 and DM3 and advice contained within the Southend Design and Townscape Guide (2009).

Informatives:

01 Please note that the development the subject of this application is liable for a charge under the Community Infrastructure Levy (CIL) Regulations 2010 (as amended) and it is the responsibility of the landowner(s) to ensure they have fully complied with the requirements of these regulations. A failure to comply with the CIL regulations in full can result in a range of penalties. For full planning permissions, a CIL Liability Notice will be issued by the Council as soon as practicable following this decision notice. For general consents, you are required to submit a Notice of Chargeable Development (Form 5) before commencement; and upon receipt of this, the Council will issue a CIL Liability Notice including details of the chargeable amount and when this is payable. If you have not received a CIL Liability Notice by the time you intend to commence development it is imperative that you contact [S106andCILAdministration@southend.gov.uk](mailto:S106andCILAdministration@southend.gov.uk) to avoid financial penalties for potential failure to comply with the CIL Regulations 2010 (as amended). If the chargeable development has already commenced, no exemption or relief can be sought in relation to the charge and a CIL Demand Notice will be issued requiring immediate payment. Further details on CIL matters can be found on the Planning Portal ([www.planningportal.co.uk/info/200136/policy\\_and\\_legislation/70/community\\_infrastructure\\_levy](http://www.planningportal.co.uk/info/200136/policy_and_legislation/70/community_infrastructure_levy)) or the Council's website ([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.

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.

**760 21/02525/FUL - 11 Wesley Road, Southend-on-Sea (Kursaal Ward)**  
**Proposal: Change of use from existing 6 bed HMO (Class C4) to 7 bed HMO (Sui Generis) with bike store to rear and refuse store to front**  
**Applicant: Mr Martin Saunders**  
**Agent: Krystal Architecture Ltd.**

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

Resolved:-

That planning permission be GRANTED subject to the following conditions:

01 The development hereby permitted shall begin no later than three years from the date of this permission.

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

02 The development hereby approved shall be carried out in accordance with the approved plans: 654-400-Rev 00, 654-401-Rev 01, 654-402-Rev 00.

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

03 Notwithstanding the provisions of the Town and Country Planning Act 1990 (as amended) the building, the accommodation in which is being extended under the provision of this permission, shall not at any time be adapted to enable formation of more than seven (7) bedrooms and the property shall not be occupied by more than seven (7) people at any one time.

Reason: To ensure the use hereby approved would offer acceptable living conditions for its occupiers in accordance with the National Planning Policy Framework (2021), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policies DM1, DM3 and DM8.

04 Notwithstanding the information submitted and otherwise hereby approved, the development hereby approved shall not be brought into first use unless and until at least seven (7) secured and covered cycle parking spaces have been provided and made available for use at the site as shown on plan reference 654-400-Rev 00 and detailed in the Design and Access Statement December 2021 –V2 or in accordance with any other details which have been previously submitted to and

approved in writing by the Local Planning Authority under the scope of this planning condition. The cycle provision shall be retained in perpetuity thereafter.

Reason: To ensure the provision of adequate cycle parking and in the interest of visual amenity in accordance with the National Planning Policy Framework (2021), Core Strategy (2007) Policies KP2, CP3 and CP4, Development Management Document (2015) Policies DM1, DM3, DM8 and DM15, and the advice contained within the National Design Guide (Rev 2021) and the Design and Townscape Guide (2009).

05 Notwithstanding the information submitted and otherwise hereby approved, the development hereby approved shall not be brought into first use unless and until secure refuse and recycling store has been provided and made available for use at the site as shown on plan reference 654-400-Rev 00 and detailed in the Design and Access Statement December 2021 –V2 or in accordance with any other details which are previously submitted to and approved in writing by the Local Planning Authority under the scope of this planning condition. The refuse and recycling provision shall be retained in perpetuity thereafter.

Reason: To ensure the provision of adequate waste, recycling and food waste storage and in the interest of visual amenity in accordance with the National Planning Policy Framework (2021), Core Strategy (2007) Policies KP2, CP3 and CP4, Development Management Document (2015) Policies DM1, DM3, DM8 and DM15, and the advice contained within the National Design Guide (Rev 2021), the Design and Townscape Guide (2009) and the Waste Storage, Collection and Management Guide for New Developments (2019).

06 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 they are occupied.

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 (2021), Core Strategy (2007) Policies KP2 and CP4, Development Management Document (2015) Policy DM2, and the advice contained within the National Design Guide (2019) and the Design and Townscape Guide (2009).

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

Informatives:

1. You are advised that as the proposed extension(s) or change of use to your property equates to less than 100sqm of new floorspace, and does not involve the creation of a new dwelling (Class C3), 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 the Planning Portal ([www.planningportal.co.uk/info/200136/policy\\_and\\_legislation/70/community\\_infrastructure\\_levy](http://www.planningportal.co.uk/info/200136/policy_and_legislation/70/community_infrastructure_levy)) or the Council's website ([www.southend.gov.uk/cil](http://www.southend.gov.uk/cil)) for further details about CIL.

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.

**761 21/02450/FUL - 366 Rayleigh Road, Eastwood, Leigh-on-Sea (Eastwood Park Ward)**  
**Proposal: Change of use from storage/distribution (Class B8) to tyre sales and fitting (Class Sui Generis)**  
**Applicant: Karsaz Hassan**  
**Agent: Nicholas Kingsley Smith of Kingsley Smith Solicitors LLP**

Resolved:-

1. That planning permission be REFUSED for the following reason:

01 Inadequate information has been provided to demonstrate that the proposed development would not result in significant and demonstrable harm to the residential amenity of neighbouring occupiers including nos.22-24 The Rodings and 6-7 Rodings Close, in terms of noise disturbance. This is unacceptable and contrary to the National Planning Policy Framework (2021), Policies KP1, KP2, and CP4 of the Core Strategy (2007) and Policies DM1, DM3 and DM11 of the Development Management Document (2015).

Positive and Proactive Statement

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

Infomative

01 As the proposal is for a change of use without the creation of additional floorspace or the creation of a residential unit, the development would not be CIL liable.

2. That ENFORCEMENT ACTION be AUTHORISED to:

- a) Cease operating as a tyre fitting unit;
- b) Remove the corrugated sheeting and blue painted finish from the building;
- c) Remove from site all materials resulting from compliance with a) and b) above, including tyres stored externally and internally.

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

When serving an Enforcement Notice the Local Planning Authority must ensure a reasonable time for compliance. In this case a compliance period of 3 months is considered reasonable.

**762 20/00009/UNAU\_B - 84 - 90 The Ridgeway, Westcliff-on-Sea (Chalkwell Ward)**

Resolved:-

That ENFORCEMENT ACTION be AUTHORISED to secure the following:

- (a) the removal of the unauthorised first floor rear extensions;
- (b) the removal of the unauthorised patio; and
- (c) the removal from site of all materials resulting from compliance with (a) and (b) above.

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

When serving an Enforcement Notice the Local Planning Authority must ensure a reasonable time for compliance. In this case a compliance period of 3 months is considered reasonable for the above works.

**Chair:** \_\_\_\_\_

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## SOUTHEND-ON-SEA CITY COUNCIL

### Meeting of Appointments and Disciplinary Committee

Date: Friday, 4th March, 2022

Place: Tickfield Centre, Evolution (Darwin Back) Room

11

**Present:** Councillor I Gilbert (Chair)  
Councillors R Woodley (Vice-Chair), D Cowan, T Cox, M Davidson,  
C Mulronev and \*J Moyies

\*Substitute in accordance with Council Procedure Rule 31.

**In Attendance:** A Lewis, S Meah-Sims and C Jennings.

**Start/End Time:** 10.30am – 12.00

#### 763 Apologies for Absence

Apologies for absence were received from Councillor Jarvis (substitute: Cllr Moyies).

#### 764 Declarations of Interest

There were no declarations of interest at this meeting.

#### 765 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.

#### 766 Director of Legal - Interview

The Committee interviewed the candidate for the post of Director of Legal.

Resolved:

1. That, subject to the provisions of the Local Authorities Standing Orders (England) Regulations 2001 as incorporated in paragraph 5 of the Council's Officer Employment Procedure Rules, the post of Director of Legal be offered to Giles Gilbert.

2. That the Chief Executive be authorised to offer the post outlined in 1 above to the candidate upon confirmation by the Leader that neither he nor any Cabinet Member has any objection to the making of such an offer.

\*In accordance with Standing Order 40.2 Councillor Cox asked for his name to be recorded against the decision.

**Chair:** \_\_\_\_\_

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of Standards Committee

Date: Monday, 7th March, 2022

Place: Civic Centre

12

**Present:** Councillor I Shead (Chair)  
Councillors B Hooper (Vice-Chair), D Cowan and T Cowdrey

**In Attendance:** Councillor J Healey (Leigh Town Council)  
J Morgan and J Tetley (Independent Persons)  
R Harris.  
S Goacher (Weightmans LLP)

Also in attendance: The Investigator (Harriet Townsend of Counsel)  
and the complainant, Mrs R Brock.

**Start/End Time:** 10.00 am - 1.20 pm

**767 Apologies for Absence**

Apologies for absence were received from Councillors Buck, Cox, Moring and Nelson (no substitutes).

**768 Declarations of Interest**

(a) Cllr Shead – Minute 770 (Complaint Against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint as a fellow Councillor;

(b) Cllr Cowan - Minute 770 (Complaint Against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint as a fellow Councillor;

(c) Cllr Hooper - Minute 770 (Complaint Against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint as a fellow Councillor;

(d) Cllr Cowdrey - Minute 770 (Complaint Against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint as a fellow Councillor;

(e) Cllr Healey (Leigh Town Council) - Minute 770 (Complaint Against a Councillor – Reference 20/012) – Non-pecuniary interest: Knows the Councillor subject to the complaint.

**769 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.

## 770 **Complaint Against a Councillor - Reference 20/012**

The Committee considered a report in respect of a complaint made against Councillor Cox on 12<sup>th</sup> June 2020 by the complainant (reference 20/012).

The complaint alleged that Councillor Cox had breached the Members' Code of Conduct ("The Code") by failing to comply with paragraph 3.1 of the Code ("you must treat others with respect") and paragraph 3.4 ("you must not bully or harass any person").

The Committee conducted a Hearing in accordance with the Complaints against Members Rules.

Councillor Cox was invited to attend the Hearing but sent his apologies.

The Investigator presented her report which concluded that Councillor Cox had breached the Code.

The Committee carefully considered the matter and the information before them, and sought and took into consideration the views of the Independent Persons.

### **Decision:**

1. The Committee resolved that Councillor Cox had failed to comply with paragraph 3.1 of the Code ("you must treat others with respect") and paragraph 3.4 ("you must not bully or harass any person").
2. The Committee, in considering the actions available upon a finding of breach of the Code, and on the basis that it was a proportionate action to take, determined that it should issue a public censure against Councillor Cox to make clear its severe disapproval in relation to the breach. The Committee also determined that the findings should be reported to Full Council and that the Monitoring Officer should be asked to offer appropriate training to Councillor Cox.
3. The Committee was very disappointed that Councillor Cox had not cooperated with the Investigation and had not attended the hearing.
4. The Committee considered that Councillor Cox had multiple opportunities to engage with the Investigation and had chosen not to do so. The Investigator indicated that she had gone beyond what she would normally do in such cases in giving Councillor Cox the opportunity to engage.

\*The formal Decision Notice is available for public inspection as provided for at paragraph 9.2 of the Complaints Against Members Rules.

**Chair:** \_\_\_\_\_

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of Health & Wellbeing Board

Date: Monday, 7th March, 2022  
Place: Council Chamber - Civic Suite

13

**Present:** Councillor C Nevin (Chair)  
Councillors S Buckley, M Davidson, T Harp, J Moyies and  
C Mulroney  
K Jackson, K Ramkhelawon, O Richards, M Marks, T Forster, A  
Lewis, M Atkinson and L Gale.

**In Attendance:** Councillor Salter (observer – Chair People Scrutiny Committee)  
B Leigh, J Pennycott, J Banks, A Khaldi, Dr A Wyllie, C Littleford and  
R Harris.

**Start/End Time:** 5.00 pm - 6.25 pm

**771 Apologies for Absence**

Apologies for absence were received from Y Blucher, J Garcia, P D'orsi, P Scott, S Dolling and J Gardner.

**772 Declarations of Interest**

The following declarations of interest were made:

Cllr Harp - Minute 775 (A Better Start Southend) – Non-pecuniary interest: family friend employed in senior role at ABSS.

**773 Public Questions**

There were no questions from the public at this meeting.

**774 Health Determinant Research Collaboration (HDRC) Bid: Engaging Decision Makers**

The Board received an update on the stage two bid to the National Institute for Health Research to establish a Health Determinant Collaboration (HDRC) in Greater Essex and the approach being taken.

Resolved:

That a report setting out the progress and next steps to establish a HDRC in Greater Essex be considered by the Board in June 2022.

**775 A Better Start Southend: Data Findings Presentation**

The Board received a Power Point presentation which set out the impact and emerging findings from A Better Start Southend. A copy of the presentation slides were circulated at the meeting.

The Board commented on a number of aspects of the findings noting some of the excellent work that has taken place to increase participation across the six ABSS wards and the positive impact and change in people's lives. This included but was not limited to a closing of the gap between ABSS wards and the rest of Southend on measures around communication and emotional development, speech and language referrals showing better quality of service, and the increase in the proportion of infants totally or partially breastfed at 6-8 weeks.

The Board also asked questions which were responded to by representatives from ABSS. In response to a specific question concerning spend analysis the Board noted that this formed a significant part of the national and local evaluation.

Resolved:

That ABSS colleagues and representatives be thanked for an informative and valuable presentation, noting the significant improvement in participation and the positive impact on the lives of people in the six ABSS wards.

#### **776 Pandemic Updates**

The Board considered a report of the Director of Public Health providing an update on the COVID-19 Local Outbreak Management Plan implementation and the on-going management of the pandemic following the removal of COVID-related restrictions from the 24<sup>th</sup> February 2022.

Resolved:

1. That the proposed ending of all COVID-related restrictions on the 24<sup>th</sup> February 2022, be noted. The Southend's Local Outbreak Management Plan will be reviewed and updated by the Local Health Protection Board, when national guidance has been published.

2. That it be noted that the Health Protection Board and the Outbreak Control Oversight and Engagement Board will continue to meet monthly to support the ongoing management of the pandemic-related activity.

#### **777 National Drug Strategy and Implications for Southend-on-Sea**

The Board considered a joint report of the Director of Commissioning and Director of Public Health presenting the new National Drug Strategy, 'From Harm to Hope' and the implications for drug and alcohol treatment and commissioning in Southend.

The Board asked several questions which were responded to by officers and commented on the complexity of the new Strategy.

Resolved:

1. That it be noted that a range of stakeholder engagement sessions will be arranged to option appraise and make recommendations on establishing the local strategic partnership governance and the outline accountability and responsibilities. The recommendations will be presented to the Health and Wellbeing Board and the Community Safety Partnership Board.

2. That it be noted that future drug and alcohol treatment and recovery system decisions will be evidence-based and ratified through the new strategic partnership board, as well as recommendations on future grant allocation on sustainability of the drug and alcohol treatment and recovery system.

**Chair:** \_\_\_\_\_

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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of Cabinet

Date: Monday, 14th March, 2022  
Place: Council Chamber - Civic Suite

14

**Present:** Councillor I Gilbert (Chair)  
Councillors R Woodley (Vice-Chair), P Collins, A Jones, C Mulroney  
and M Terry

**In Attendance:** T Forster, J Williams, S Meah-Sims and R Harris

**Start/End Time:** 2.00 pm - 2.30 pm

**778 Apologies for Absence**

Apologies for absence were received from Councillors Burton and Nevin.

**779 Declarations of Interest**

There were no declarations of interest at this meeting.

**780 City Council Branding**

The Cabinet considered a report of the Executive Director (Transformation) setting out the opportunities connected to updating the corporate branding for the Council and presented branding options to engage upon more widely.

During consideration of the report the Leader of the Council confirmed that this was not a formal consultation but is an engagement exercise.

Resolved:

1. That the four branding concepts, as set out in Appendix 1 to the submitted report be approved for wider engagement.
2. That the timeframe of engagement be four weeks.
3. That the feedback from the engagement be used as an evidence-base to inform the final decision on the Council's new corporate branding.

Reasons for decision:

To enable the Council to take an active lead in responding to the new city status for Southend, with a fresh step into a new identity for the Council.

Other options:

None

Note: This is an Executive Function

Referred direct to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Gilbert

**Chair:** \_\_\_\_\_

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# Southend-on-Sea City Council

Report of Executive Director (Legal and Democratic Services)

to  
Council

on  
24 March 2022

Report prepared by: John Williams  
Executive Director (Legal & Democratic Services)

Agenda  
Item No.

21

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## Change to the Constitution

### Part 1 - Public Agenda Item

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#### 1. Purpose of Report

For the Council to agree minor amendments to Standing Orders 26 and 27 re sealing and signing of documents.

#### 2. Recommendation

**That minor amendments be made to Standing Orders 26 and 27 as set out in Appendix 1 and that Part 4(a) of the Constitution be amended accordingly.**

#### 3. Background

3.1 Standing Order 26 deals with the sealing of Council documents and who can attest the sealing.

An amendment is required as a consequence of the retirement of the Executive Director (Legal and Democratic Services) as set out in Appendix 1.

3.2 Standing Order 27 deals with the signing of certain Council documents and who has authority to do so. Again an amendment is required for the same reason as set out in 3.1 above. The recommended amendment is set out in Appendix 1.

#### 4. Background Papers

None

#### 5. Appendices

**Appendix 1** - Proposed amendments to Standing Orders 26 and 27 in Part 4(a) of the Constitution

**26. Sealing of Documents**

**26.1** The Common Seal of the Council shall not be affixed to any document unless the sealing is required to implement any decision of the Council, the Cabinet, a Committee or an Officer exercising delegated powers.

**26.2** The Common Seal shall be attested by the Chief Executive, ~~or the Strategic Director (Legal & Democratic Services), or either of the two Assistant Directors of Legal Services~~ **Deputy Chief Executive, Executive Director for Strategy Change & Governance, Director of Legal Services, Assistant Director of Legal Services, or Head of Democratic Services** - and an entry of every sealing of a document shall be made and consecutively numbered in a book to be provided for the purpose and shall be signed by the person who shall have attested the seal

provided that:

- (i)** for the purpose of signing of urgent stock transfers, in the absence of the above, the ~~Strategic Executive~~ Director (Finance & Resources) be authorised to sign in his own name; and
- (ii)** that for the purpose of issuing stock certificates, the Common Seal may be imprinted thereon when such certificates are printed and may be attested by Chief Executive or ~~Strategic Executive~~ Director (Finance & Resources) alone and in that event the requirement that any entry of every sealing of such certificates shall be made in the said book shall not apply.

**27. Signing of Documents**

**27.1** Where any document will be a necessary step in legal proceedings or any transaction on behalf of the Council it shall, unless any enactment requires or authorises, or the Council shall have given the necessary authority to some other person for the purpose of such proceedings or transaction, be signed by the Chief Executive, ~~or the Strategic Director (Legal & Democratic Services), or either of the two Assistant Directors of Legal Services~~. **Deputy Chief Executive, Executive Director for Strategy Change & Governance, Director of Legal Services, Assistant Director of Legal Services, or Head of Democratic Services**

**27.2** In addition the ~~Strategic Executive~~ Director (Finance & Resources) shall have authority to sign any document relating to a financial transaction on behalf of the Council subject to the same proviso as contained in Standing Order 27.1.

## Calendar of Meetings 2022-2023

2022

**MAY**

**ANNUAL COUNCIL**

**COUNCIL (Appointment of Committees etc**

**3.30pm**

**6.30pm**

**Thursday, 12<sup>th</sup> May**

**Thursday 19<sup>th</sup> May**

**22**

**JUNE**

Development Control Committee

2.00pm

Wednesday, 1<sup>st</sup> June

Southend Health and Wellbeing Board

5.00pm

Wednesday, 8<sup>th</sup> June

Traffic Regulations Working Party & Cabinet Committee

6.30pm

Thursday, 9<sup>th</sup> June

**CABINET**

**2.00pm**

**Tuesday, 14<sup>th</sup> June**

**JULY**

Place Scrutiny Committee

6.30pm

Monday, 4<sup>th</sup> July

People Scrutiny Committee

6.30pm

Tuesday, 5<sup>th</sup> July

Development Control Committee

2.00pm

Wednesday, 6<sup>th</sup> July

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 7<sup>th</sup> July

Shareholder Board

6.30pm

Tuesday, 12<sup>th</sup> July

**COUNCIL**

**6.30pm**

**Thursday, 14<sup>th</sup> July**

Audit Committee

6.30pm

Wednesday, 20<sup>th</sup> July

Traffic Regulations Working Party & Cabinet Committee

6.30pm

Monday 25<sup>th</sup> July

**CABINET**

**2.00pm**

**Tuesday 26<sup>th</sup> July**

Development Control Committee

2.00pm

Wednesday 27<sup>th</sup> July

**AUGUST**

EB (Cabinet)

2.00pm

Tuesday 30<sup>th</sup> August

Place Scrutiny Committee

6.30pm

Tuesday 30<sup>th</sup> August

**SEPTEMBER**

Development Control Committee

2.00pm

Wednesday, 31<sup>st</sup> August

People Scrutiny Committee

6.30pm

Wednesday 31<sup>st</sup> August

Policy & Resources Scrutiny Committee

6.30pm

Thursday 1<sup>st</sup> September

Southend Health and Wellbeing Board

5.00pm

Wednesday, 7<sup>th</sup> September

**COUNCIL**

**6.30pm**

**Thursday 8<sup>th</sup> September**

Traffic Regulations Working Party & Cabinet Committee

6.30pm

Monday, 12<sup>th</sup> September

**CABINET**

**2.00pm**

**Tuesday, 13<sup>th</sup> September**

Development Control Committee

2.00pm

Wednesday, 14<sup>th</sup> September

**OCTOBER**

Place Scrutiny Committee

6.30pm

Monday, 10<sup>th</sup> October

People Scrutiny Committee

6.30pm

Tuesday, 11<sup>th</sup> October

Development Control Committee

2.00pm

Wednesday, 12<sup>th</sup> October

Shareholder Board

6.30pm

Wednesday, 12<sup>th</sup> October

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 13<sup>th</sup> October

**COUNCIL**

**6.30pm**

**Thursday, 20<sup>th</sup> October**

Audit Committee

6.30pm

Wednesday, 26<sup>th</sup> October

Traffic Regulations Working Party & Cabinet Committee

6.30pm

Monday, 31<sup>st</sup> October

**NOVEMBER**

Development Control Committee

2.00pm

Wednesday, 2<sup>nd</sup> November

**COUNCIL**

**6.30pm**

**Thursday, 3<sup>rd</sup> November**

**CABINET**

**2.00pm**

**Tuesday, 8<sup>th</sup> November**

Place Scrutiny Committee

6.30pm

Monday, 28<sup>th</sup> November

People Scrutiny Committee

6.30pm

Tuesday, 29<sup>th</sup> November

Development Control Committee

2.00pm

Wednesday, 30<sup>th</sup> November

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 1<sup>st</sup> December

**DECEMBER**

Southend Health and Wellbeing Board

5.00pm

Thursday, 8<sup>th</sup> December

Development Control Committee

2.00pm

Wednesday, 14<sup>th</sup> December

**COUNCIL**

**6.30pm**

**Thursday, 15<sup>th</sup> December**

## 2023

### JANUARY

Development Control Committee	2.00pm	Wednesday, 4 <sup>th</sup> January
Traffic Regulations Working Party & Cabinet Committee	6.30pm	Tuesday, 10 <sup>th</sup> January
Audit Committee	6.30pm	Wednesday, 11 <sup>th</sup> January
<b>CABINET (including initial Council Budget consideration)</b>	<b>2.00pm</b>	<b>Thursday, 12<sup>th</sup> January</b>
Place Scrutiny Committee	6.30pm	Monday, 30 <sup>th</sup> January
People Scrutiny Committee	6.30pm	Tuesday, 31 <sup>st</sup> January

### FEBRUARY

Development Control Committee	2.00pm	Wednesday, 1 <sup>st</sup> February
Policy & Resources Scrutiny Committee	6.30pm	Thursday, 2 <sup>nd</sup> February
<b>CABINET (Council Budget)</b>	<b>2.00pm</b>	<b>Tuesday, 14<sup>th</sup> February</b>
Traffic Regulations Working Party & Cabinet Committee	6.30pm	Monday, 20 <sup>th</sup> February
<b>CABINET</b>	<b>2.00pm</b>	<b>Tuesday, 21<sup>st</sup> February</b>
Shareholder Board	6.30pm	Wednesday, 22 <sup>nd</sup> February
<b>COUNCIL (Budget)</b>	6.30pm	Thursday, 23 <sup>rd</sup> February

### MARCH

Development Control Committee	2.00pm	Wednesday, 1 <sup>st</sup> March
<b>COUNCIL</b>	6.30pm	Thursday, 2 <sup>nd</sup> March
Southend Health and Wellbeing Board	5.00pm	Monday, 6 <sup>th</sup> March
Place Scrutiny Committee	6.30pm	Monday, 13 <sup>th</sup> March
People Scrutiny Committee	6.30pm	Tuesday, 14 <sup>th</sup> March
Policy and Resources Scrutiny Committee	6.30pm	Wednesday, 15 <sup>th</sup> March
<b>COUNCIL</b>	6.30pm	Thursday, 23 <sup>rd</sup> March

### APRIL (NB: Maundy Thursday 6<sup>th</sup> April, Good Friday 7<sup>th</sup> April, Easter Monday 10<sup>th</sup> April)

Development Control Committee	2.00pm	Wednesday, 5 <sup>th</sup> April
Audit Committee	6.30pm	Wednesday, 26 <sup>th</sup> April

### MAY

<b>ANNUAL COUNCIL</b>	<b>3.30pm</b>	<b>Thursday, 11<sup>th</sup> May</b>
<b>COUNCIL (Appointment of Committees etc.)</b>	<b>6.30pm</b>	<b>Thursday 18<sup>th</sup> May</b>
Development Control Committee	2.00pm	Wednesday, 31 <sup>st</sup> May

**NOTE: Traffic Regulations Working Party & Cabinet Committee dates are provisional only, depending on there being business to transact**

**Holocaust Memorial Day Commemoration Service – 27 January 2023**

*School Term Dates:*

Summer Term starts Tuesday 19<sup>th</sup> April 2022 to Friday 22<sup>nd</sup> July 2022.

Half Term: 31<sup>st</sup> May to 3<sup>rd</sup> June, and May Bank Holiday, 2<sup>nd</sup> May, Spring Bank Holiday 2<sup>nd</sup> June and Platinum Jubilee Bank Holiday 3<sup>rd</sup> June

Autumn Term starts Thursday 1<sup>st</sup> September 2022 to Tuesday 20<sup>th</sup> December 2022

Half Term: 24<sup>th</sup> October to 28 October 2022 Summer Bank Holiday 29<sup>th</sup> August 2022

Spring Term starts Thursday 5<sup>th</sup> January 2023 to Friday 31<sup>st</sup> March 2023

Half Term: 13<sup>th</sup> February to 17<sup>th</sup> February Easter Bank Holidays 7<sup>th</sup> & 10<sup>th</sup> April 2023

School Summer Term 2023 starts Monday 17<sup>th</sup> April 2023

**Note:**

**Lib Dem Conference: 17 – 20 September 2022**

**Labour Conference: 25 – 28 September 2022**

**Conservative Conference: 2 – 5 October 2022**

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