

5 December 2016

Community, Health and Leisure Committee

Shenfield Village Sign

Report of: *Kim Anderson, Partnership, Leisure and Funding Manager*

Wards Affected: *All*

This report is: *Public*

1. Executive Summary

- 1.1. An application has been received from Shenfield Environmental Partnership for contribution towards a 'Shenfield Village Sign', from the Brentwood Community Fund. The decision on this funding will be determined by Members in a separate report at tonight's Committee.
- 1.2. One of the requirements is that all the relevant permissions and licenses have been applied for and approved. Essex County Council as the Highway authority has given consent under Section 42 of the Public Health Acts Amendments Act 1890 for the sign, to Brentwood Borough Council subject to Brentwood Borough Council complying with a number of conditions as set out in Appendix B.

2. Recommendation

- 2.1 **That Members agree to issue a license for the erection of the Shenfield Village Sign or;**
- 2.2 **That Members do not agree to issue a license for the erection of the Shenfield Village sign.**

3. Introduction and Background

- 3.1. An application has been received from Shenfield Environmental Partnership for contribution towards the cost of a 'Shenfield Village Sign' from the Brentwood Community Fund, Appendix A. The decision on this funding will be determined by Members in a separate report at tonight's Committee.

- 3.2.** Shenfield Environmental Partnership has worked with Shenfield High School and St Mary's Primary School to develop a 'Village Sign' for Shenfield. One of the requirements of the Community Fund is that all the relevant permissions and licenses have been applied for and approved before any funding can be awarded. Essex County Council as the Highway authority has given consent under Section 42 of the Public Health Acts Amendments Act 1890 for the sign, to Brentwood Borough Council subject to Brentwood Borough Council complying with a number of conditions as set out in Appendix B.
- 3.3.** As set out in Appendix B, Brentwood Borough Council will be responsible for the reinstatement of any damage caused by the installation of the sign.
- 3.4.** Brentwood Borough Council needs to ensure that any works are undertaken by appropriately NRSWA accredited persons.
- 3.5.** Brentwood Borough Council will accept responsibility for all of the sign and shall maintain the sign in, good, sound, healthy and safe repair at all times.
- 3.6.** Brentwood Borough Council indemnifies Essex County Council against, all actions, proceedings, claims for incidental damage, loss or injury caused by and other reasons, demands, costs and expenses whatsoever which may be brought or sustained or incurred by Essex County Council by reason of this consent.
- 3.7.** Brentwood Borough Council shall affect a public liability insurance cover for an amount of not less than £5m and it shall maintain this for the total period of the consent.
- 3.8.** If the terms and conditions of this consent, the Highways Authority may decide, and shall be permitted, to remove the sign at the expense of the Borough Council.
- 3.9.** It is proposed to issue a license to Shenfield Environmental Partnership (Appendix C) with the set conditions that they will need to comply with, to erect the sign in line with 103 and 106 Chelmsford Road, Shenfield..

4. Issues, Options and Analysis of Options

- 4.1.** Members need to take into account the implications associated with issuing a license to Shenfield Environmental Partnership as there will be ongoing costs to the Council associated with its installation as set out in 3 above.

5. Reasons for Recommendation

- 5.1 The Highway Authority, Essex County Council has provided consent to Brentwood Borough Council to install the sign subject to the Council complying with the conditions set out in Appendix B. Brentwood Borough Council will in turn issue a license to Shenfield Environmental Partnership so that they can undertake the installation of the sign. This is subject to them complying with the conditions set out in the license and also receiving the desired amount of funding from Brentwood Borough Council and from Essex County Council's Community Initiatives Fund to progress the works. The implications for complying with the consent from Essex County Council will provide Members with the information they require to make an informed decision.

6. References to Council Priorities

- 6.2 The Community Fund supports a number of priorities and sub priorities within the Corporate Plan.

7. Implications

Financial Implications

Name & Title: Ramesh Prashar, Financial Services Manager

Tel & Email: 01277 312513/ramesh.prashar:brentwood.gov.uk

- 7.1 The financial implications are set out in the table below:

Detail	Who is responsible	Cost
Cost of sign	Shenfield Environmental Partnership	£3250
Installation of the sign	Shenfield Environmental Partnership	£1502
Issue of licence	Brentwood Borough Council	n/a
Insurance of the sign	Brentwood Borough Council	No additional costs as the Council's Insurance cover can include this
Public Liability for the sign	Brentwood Borough	No additional costs as the

	Council	Council's PL insurance can include this
--	---------	---

Legal Implications

Name & Title: Saleem Chughtai, Legal Services Manager

Tel & Email: 07966 891705 / saleem.chughtai@bdtlegal.org.uk

7.2 The legal Implications are set out in the body of this report.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

7.3 None.

8. Appendices

- Appendix A Shenfield Environmental Partnership application to Brentwood Community Fund and supporting documents
- Appendix B Consent from Essex County Council to Brentwood Borough Council
- Appendix C Licence to Shenfield Environmental Partnership

Report Author Contact Details:

Name: Kim Anderson, Partnership, Leisure and Funding Manager
Telephone: 01277 312634
E-mail: kim.anderson@brentwood.gov.uk