



# Agenda

## Community, Environment & Enforcement Committee

Tuesday, 4 October 2022 at 7.00 pm

Council Chamber, Town Hall, Ingrave Road, Brentwood, Essex CM14  
8AY

---

### Membership (Quorum – 3 )

Cllrs Russell (Chair), Gelderbloem (Vice Chair), Aspinell, Barber, Dr Barrett, Laplain, Naylor, Slade and Reed.

### Substitute Members

Cllrs Barrett, Haigh, Kendall, Mrs Murphy and Wagland

---

### Agenda

Item	Item	Wards(s) Affected	Page No
------	------	----------------------	---------

### Live broadcast

[Live broadcast to start at 7pm and available for repeat viewing.](#)

- |    |                                 |                 |         |
|----|---------------------------------|-----------------|---------|
| 1. | Apologies for Absence           |                 |         |
| 2. | Minutes of the previous meeting |                 | 5 - 8   |
| 3. | Chairs update                   |                 | 9 - 18  |
| 4. | Hutton Poplars Lodge            | Hutton<br>North | 19 - 26 |
| 5. | Brentwood and Basildon Alliance | All Wards       | 27 - 56 |

- |    |   |           |         |
|----|---|-----------|---------|
| 6. | <b>Spacehive- Civic Crowdfunding Scheme</b> | All Wards | 57 - 64 |
| 7. | <b>War Memorial</b>                         | Shenfield | 65 - 68 |
| 8. | <b>Urgent Business</b>                      |           |         |



Jonathan Stephenson  
Chief Executive

Town Hall  
Brentwood, Essex  
26.09.2022

---

### Information for Members

#### Substitutes

---

The names of substitutes shall be announced at the start of the meeting by the Chair and the substitution shall cease at the end of the meeting.

Where substitution is permitted, substitutes for quasi judicial/regulatory committees must be drawn from Members who have received training in quasi- judicial/regulatory decision making. If a casual vacancy occurs on a quasi judicial/regulatory committee it will not be filled until the nominated member has been trained.

---

#### Rights to Attend and Speak

---

Any Members may attend any Committee to which these procedure rules apply.

A Member who is not a member of the Committee may speak at the meeting. The Member may speak at the Chair's discretion, it being the expectation that a Member will be allowed to speak on a ward matter.

Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting.

---

#### Point of Order/ Personal explanation/ Point of Information

---

##### Point of Order

A member may raise a point of order at any time. The Mayor will hear them immediately. A point of order may only relate to an alleged breach of these Procedure Rules or the law. The Member must indicate the rule or law and the way in which they consider it has been broken. The ruling of the Mayor on the point of order will be final.

##### Personal Explanation

A member may make a personal explanation at any time. A personal explanation must relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate, or outside of the meeting. The ruling of the Mayor on the admissibility of a personal explanation will be final.

##### Point of Information or clarification

A point of information or clarification must relate to the matter being debated. If a Member wishes to raise a point of information, he/she must first seek the permission of the Mayor. The Member must specify the nature of the information he/she wishes to provide and its importance to the current debate. If the Mayor gives his/her permission, the Member will give the additional information succinctly. Points of Information or clarification should be used in exceptional circumstances and should not be used to interrupt other speakers or to make a further speech when he/she has already spoken during the debate. The ruling of the Mayor on the admissibility of a point of information or clarification will be final.

---

### Information for Members of the Public

---

#### Access to Information and Meetings

You have the right to attend all meetings of the Council and Committees. You also have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published.

Dates of the meetings are available at [www.brentwood.gov.uk](http://www.brentwood.gov.uk).

---

#### Guidelines on filming, photography, recording and use of social media at council and committee meetings

The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

Where members of the public use a laptop, tablet device, smart phone or similar devices to make recordings, these devices must be set to 'silent' mode to avoid interrupting proceedings of the council or committee.

If you wish to record the proceedings of a meeting and have any special requirements or are intending to bring in large equipment then please contact the Communications Team before the meeting.

The use of flash photography or additional lighting may be allowed provided it has been discussed prior to the meeting and agreement reached to ensure that it will not disrupt proceedings.

The Chair of the meeting may terminate or suspend filming, photography, recording and use of social media if any of

---

---

these activities, in their opinion, are disrupting proceedings at the meeting.

---

 **Private Session**

Occasionally meetings will need to discuss some of its business in private. This can only happen on a limited range of issues, which are set by law. When a Committee does so, you will be asked to leave the meeting.

---

 **modern.gov app**

View upcoming public committee documents on your Apple or Android device with the free modern.gov app.

---

  **Access**

There is wheelchair access to the meeting venue from the Main Entrance. If you do wish to attend this meeting, please contact the clerk should you have specific accessibility needs. There is an induction loop in the meeting room.

 **Evacuation Procedures**

Evacuate the building using the nearest available exit and congregate at the assembly point in the Car Park.



## Minutes

---

### Community, Environment & Enforcement Committee Monday, 20th June, 2022

#### Attendance

Cllr Russell (Chair)	Cllr Laplain
Cllr Gelderbloem (Vice-Chair)	Cllr Naylor
Cllr Barber	Cllr Slade
Cllr Dr Barrett	Cllr Reed

#### Apologies

Cllr Aspinell

#### Substitute Present

Cllr Haigh

#### Also Present

Cllr White  
Cllr Hossack  
Cllr Poppy  
Cllr Bridge

#### Officers Present

Steve Summers	- Strategic Director
Greg Campbell	- Corporate Director (Environment & Communities)
Kim Anderson	- Corporate Manager Communities, Leisure & Health
Jonathan Woodhams	- Corporate Manager, Community Safety
Claire Mayhew	- Corporate Manager (Democratic Services) and Deputy Monitoring Officer
Zoe Borman	- Governance and Member Support Officer

#### 21. Apologies for Absence

Apologies had been received from Cllr Aspinell and Cllr Haigh was substitute.

#### 22. Minutes of the previous meeting

The Minutes of the Community and Health Committee held on 14<sup>th</sup> March 2022 were agreed as a true record. However, the Chair advised that the Everyone Active presentation was presented by officers on their behalf.

The Minutes of the Enforcement and Housing Committee held on 7<sup>th</sup> March 2022 were agreed as a true record.

### **23. Presentation from Everyone Active**

A presentation was made to Members by Shaun Beagle, Area Contract Manager, of Everyone Active. Mr Beagle gave an overview of the progress of the Brentwood Centre since they had taken over. This included increases in community activity, growth of swim scheme, increase in fitness membership and a summary of events past and future. The works at King George's Playing Fields were also discussed including the opening of the new Hartswood Pavilion.

Members praised Everyone Active on their success and the positive feedback received from residents. However, concerns were raised regarding the Café at King George's. Mr Beagle assured Members their concerns were being addressed and a number of approaches were being put into place including the recruitment of a Food and Beverage Manager.

### **24. Chairs update**

Members noted the Chair's report and thanked the Chair and officers accordingly. Members requested an update on tree planting around the borough to be included in future reports.

### **25. Hartswood Access Route and Trail**

It had been proposed to update the signage and, wayfinding to improve the Hartswood Access trail in Hartswood in King George's Playing Fields. As Hartswood is an SSSI site, any works need to be carried out under guidance from Natural England. The proposal is to involve local schools and the Countryside volunteers to be involved in the wayfinding posts and map design.

Mrs Anderson summarised the report.

Cllr Gelderbloem **MOVED** and Cllr Reed **SECONDED** the recommendation in the report.

Following discussion a vote was taken and Members **RESOLVED UNANIMOUSLY** to:

**Agree to delegate authority to the Director Communities and Environment in consultation with the Chair of Community, Environment and Enforcement Committee to agree scope of works and identify costs and funding.**

## **Reasons for Recommendation**

The Council's Leisure Strategy 2018-2028 has six workstreams which includes open spaces. The key performance indicators for this workstream are to increase sport and physical activity in the Council's open spaces; Improve awareness of the offer in the Council's open spaces; and increase volunteering.

The Brentwood volunteer-run walking organisation - 'Health Trax' has a weekly well-attended walking group which walks through Hartswood that would benefit from an improved pathway and signage.

## **26. Community Halls Update**

The Council's Leisure Strategy vision sets out that it will support community groups and leisure, but also make best use of its assets, and deliver best value for money across the borough. The Community Halls provide strategic community spaces across the borough. The five Community Halls are back under direct management of Brentwood Council after Brentwood Leisure Trust went into liquidation in November 2020.

The five community halls include Merrymede House, Nightingale Centre, Bishops Hall, Hutton Poplars Hall and Hutton Poplars Lodge.

Mrs Anderson summarised the report.

Following a full discussion the report was noted.

## **27. Urgent Business**

There were no items of urgent business.

The meeting concluded at 20.05

This page is intentionally left blank



# Agenda Item 3

<b>Committee:</b> Community, Environment & Enforcement Committee	<b>Date:</b> 19 September 2022
<b>Subject:</b> Chairs Update	<b>Wards Affected:</b> All
<b>Report Authors:</b> Kim Anderson, Corporate Manager Communities, Leisure and Health Lucy Gill, Community, Leisure and Wellbeing Officer Sarah Walmsley, Community Services Officer Jonathan Woodhams, Corporate Manager, Community Safety	<b>For Information</b>

## **Community**

### **Tree walk and talk events**

27 July saw the second tree walk and talk at Warley Country Park with over 40 people attending. The next tree walk will take place on 1 September at Hutton Country Park 6-7.30pm.

### **Community Events**

#### **Family Fun Days**

There have been 5 Family Fun Days that have been delivered over the summer holidays at the following locations.

29 July 2022 Warley Playing Fields  
5 August 2022 Seymour Field, Ingatestone  
12 August 2022 Brentwood Centre  
19 August 2022 Doddinghurst Playing Fields  
26 August 2022 Hutton Recreation Area

The Council also works with other support agencies to attend the event that provide support for local families. The Community Connect Trailer also attend all of the events which provides information on what's going on in the community plus advice and support from partner agencies such as Neighbourhood Watch, VitaMinds, United in Kind, Council for Voluntary Services, Mind, Fire Service and Community Agents. Over the course of the summer holidays

Sponsorship income to support the delivery of the event.

**Income of over £8000 on wristband sales over the 5 events.**

### **Lighting Up Brentwood**

Plans are already in progress for this year's Lighting Up Brentwood which will be on Saturday 26 November.

### **Shenfield Christmas Fayre**

Officers are working with the Shenfield traders to develop the plans for the Christmas Fayre which will be on Sunday 4 December.

### **Community Connect Trailer dates**

Thursday 6 October

Wednesday 21 September - Railway Square, Warley 10am – 1.30pm

Wednesday 28 September – Brentwood High Street 10am – 1.30pm (tbc)

Thursday 6 October – Hutton Community Centre 10am – 1.30pm

Wednesday 12 October – Horsefayre Green, Blackmore 10am – 1.30pm

Thursday 20 October – Beechwood Surgery, Warley 10am – 1.30pm

Wednesday 26 October – Brentwood High Street 10am – 1.30pm (tbc)

Wednesday 2 November - Brentwood Community Hospital 1-4pm

Wednesday 16 November - tbc

Saturday 26 November – as part of Lighting Up Brentwood

Wednesday 30 November - tbc

Sunday 4 December – as part of Shenfield Christmas Fayre

Wednesday 7 December - tbc

### **Community Hubs update**

As part of the Ukraine Independence Day Brentwood Cathedral 'Love in Action' group held a special vesper service on 24 August along with Ukrainian food on offer for the local community and the new Ukrainian community. There was also a special section at the Family Fun Day on Friday 26 August in Hutton to celebrate Independence Day with food, music, crafts and history of Ukraine for everyone to join in with.

The Daily Bread Café hub had a host of activities throughout the summer including Daily Bread on tour with trips out to the beach and local parks.

Doddinghurst Road Church continued with Foodbank, Men Shed projects, café and a summer Tots playgroup every week.

Doddinghurst, Navestock and Bentley held summer activities for families including meads.

The Essex Activate programme had 100's of children take part in activities and have a meal over the summer holidays, including a bonus day at our Family Fun Day which was well received.

The Kelvedon Hatch Hub has been providing activities every Monday morning since March and this has been steadily growing.

Over the summer holidays the Hub held different activities each week for children. In addition, the Hub now have a Healthy Family Practitioner attend every week and this will continue for the foreseeable future, to weigh babies and chat with parents/carers. The Hub also collect the Fair Share food from Gail's Bakery and which is available at The Hub each week and some has been delivered to a variety of people in the community, showing that they have been thought of. Some of the attendees have started knitting baby hats and a huge bag full has been delivered to

Basildon Hospital. The Hub has become very intergenerational with a mix of abilities and disabilities.

The Coffee Club at St Paul's Church Centre, Bentley Common, has been established fortnightly on Wednesdays for anyone who wants a coffee/tea and a chat. We also collect Fair Share food from Gails Bakery for this and have it available during the morning. On the alternate weeks, we advertise the Fair Share Food on the Pilgrims Hatch Chatter page for people to come and collect it. In addition, we deliver it to a variety of people in the community.

### **Cost of Living support**

Brentwood Borough Council and Rochford District Council have developed cost of living webpage which provides support and guidance for residents on reducing their bills during the current crisis. <https://www.brentwood.gov.uk/-/cost-of-living>.

A working group is being established to look at the other methods of support that we can offer our residents, staff and local businesses.

There is also a working group looking at this year's winter warmth campaign to support the most vulnerable during the winter months.

A survey has gone out to the Community Support Network asking for feedback on their own organisation and the key priority areas of support that they think will be a priority. A separate report went to Policy, Resource and Economic Development Committee on 12 September for member consideration.

### **King George's Playing Fields new development**

The Phase 2 of the development which was the demolition of the old pavilion building and landscaping of the site is in progress. The old pavilion has been demolished, new drainage facilities installed across this site and the landscaping on this area has commenced. Due to the extremely hot and dry conditions that are being experienced the tree, shrub planting and grass seeding has been deferred until conditions are better, so fencing around this area will remain. The new bin store and covered cycle rack are due to be installed by end of September. Reinstatement works to some of the pathways are also being progressed.

### **Golf booking system**

A new golf booking system for Hartswood Golf Course will be launched in September/October tbc.

### **EV Charging points in King George's Playing Fields**

EV charging points are due to be installed in the main car park in King George's Playing Fields in February 2023.

### **Football Hub development**

**Next steps – William Wallace milestones etc. to include.** KA to add

## **Brentwood Centre**

After the successful Sport for Confidence launch event in June, the scheme will be rolled out in September with a regular weekly programme of activities.

A fitness weekend is planned for 17 September and October will see a number of events including a new Limbless event, Judo, Wedding Fair and the Brentwood Business Showcase on 5 October.

The snooker English Open takes between 12–18 December and will feature over 70 of the game's best players, including Ronnie O'Sullivan, Judd Trump, Mark Selby, and reigning champion Neil Robertson. The winner of the tournament will take home the Davis Trophy (named in honour of English snooker legend Steve Davis) and a share of the £427,000 prize fund.

## **LCWIP**

The Local Cycling and Walking Infrastructure Plan for Brentwood. ECC are leading on this with a consultancy company WSP who have extensive experience working on LCWIPs with Essex County Council.

An initial meeting has happened and a working group has been formed. The consultants will now start gathering relevant data to give insight into where route improvement is needed. Timescale wise, we are being told 6 to 7 months for completion.

## **Homes for Ukraine**

The Council continues to support Ukrainians arriving in Brentwood and their sponsors. There are currently 89 number of guests including children and 60 sponsors in the borough are registered on the Homes for the Ukraine scheme to host a family or individual. As well as ensuring sponsors have suitable accommodation, the Council is also working with community organisations to support families with wellbeing, practicalities, such as food and essentials, social and language support and access to digital equipment and employment support. The next stage will be to support families with 'moving on' as the initial 6-month sponsorship period comes to an end.

## **Dunton Hills Garden Village – Community and Education Programme**

In partnership with Essex Cultural Diversity Project, artist Becky Vincer was commissioned to create a 'gift' for Dunton Hills. Artists were invited to propose a 'gift' that could be presented to each new future resident of Dunton Hill, developed in close collaboration with communities and involving local residents in the place-making process. For her project, Becky will work with children, young people and community groups to co-design a picnic blanket that features recipes, stories, quotes and illustrations. Becky attended our Warley Family Fun Day, where residents were able to get creative, and has delivered workshops at Daily Bread Café and the Forget Me Not Activity group for people affected by dementia. Becky's workshops continue into the Autumn with local schools, youth groups, and mother and toddler groups. A final design will be presented in the new year.

## **Brentwood Community Fund**

The first round of Brentwood Community Fund closed on 31 July 2022. The Council received 26 applications requesting £102,505.96 of funding.

As the funding pot is £22,500 for this round, officers are exploring how they may be able to support the applications who were not successful in obtaining a grant from the Community Fund this time. The next round opens on 1 October.

## **Environment**

### **Environment Strategy**

The Environment Strategy is currently out for consultation. An online Q&A session was held on Facebook on Monday 8<sup>th</sup> August, and saw questions asked around the topics of EV charging, recycling, and financial support to improve the EPC grades of homes which aren't eligible for government grants.

To increase the number of surveys completed, we are investing £200 to promote the surveys on Facebook through targeted advertising. The business survey has been and will continue to be promoted through BEBA and the Business Newsletter produced by the Economic Development Team. The Communications Team is also regularly promoting all the surveys across all social media platforms including Facebook, Twitter, and LinkedIn.

The responses to the surveys will be analysed, and results will be brought to the next committee.

### **BEBA**

BEBA have organised a free Carbon Awareness webinar series, produced by two of the board members (David Dahan of Auditel/ Newton Wright Advisors, and Sophie Stephens of Ground Control). The series began on Wednesday 14<sup>th</sup> September, and will run weekly until 10<sup>th</sup> November (excluding half term). An exclusive workshop will be held at the Brentwood Business Showcase on Wednesday 5<sup>th</sup> October.

We have over 70 businesses signed up to BEBA, many of whom are keen to get involved in environmental initiatives such as tree planting and litter picking.

### **Trees Update**

In response to the significant failure of tree planting schemes across Essex in 2022 due to the severe drought conditions experienced, a review of the tree planting plan is being undertaken. This is to consider the need for further resource to establish tree plantations, through increased or better water management and provision for an increased number of tree replacements.

This may have a significant impact to the finances and grant funding required to deliver the tree planting schemes, particularly given the scale and ambition of the tree planting. A further consideration is to understand the commitment required by tree-planting grant scheme as to the contractual obligation to ensure

the establishment of the trees planted, and the risk of claw-back of funds should trees fail to take.

Priority is to be given to provide replacement trees to existing 2022 projects and providing additional mulching to improve the success rate in establishment.

## **Community Safety and Enforcement**

### **Community Safety- Engagement/Campaigns/Projects**

#### **The Baker Partnership Hub**

The Community Policing Team now work out of The Baker Partnership HUB at Brentwood Town Hall which was opened by the Mayor of Brentwood and Chief Constable for Essex in March 2022

The HUB has been named the Baker Partnership HUB in memory of Police Officer Tris Baker who was sadly died last year and was the Children & Young Persons Officer for Brentwood. Funding for the HUB was received from the Community Safety Partnership and Police Fire & Crime Commissioner to see the HUB ambition being realised which means that Essex Police now work alongside Council's Community Safety team and wider community safety partners such as Essex County Fire & Rescue Service, Essex Probation, NHW, Crime Stoppers, SEPP, and Youth Services as well as many more.

This has greatly improved our already healthy partnership with daily communication between the agencies which has already resulted in quicker results such as closure orders and dealing with community safety issues immediately; we recently assisted a rough sleeper who was suffering with serious physical and mental health issues, getting him the support, he needed which has assisted in him rehabilitating into society with a job and accommodation. It has also enabled us to have the following regular meetings between partners:

- Weekly Community Safety Intelligence and Tasking
- Daily Police Briefings
- Biweekly ASB and CCTV project meetings
- Monthly ASB partnership meetings
- Ad Hoc case review meetings
- Partnership engagement and ops planning

These partnership meetings have resulted in better/productive use of available resources, an improved intelligence product identifying hot spots, repeat offenders, times of offences and emerging community safety trends and issues, improved use of CCTV and camera positioning, improved regular community engagement, improved communications on individual cases between agencies, prompter and more accurate responses to victims and more accurate risk assessments.



## Community Engagement

The partnership has continued to deliver as many community engagement events across the borough and wider Essex where possible. Since April 2022, 17 events have been delivered. Another area of focus for the partnership is linking in with local, regional, and national campaigns including:

- Ending Violence Against Women
- White Ribbon Day- Engaging with men and boys to end violence against women
- National Road Safety Week
- Project Edward – European Day without a road death



## Projects

Through the CSP the Community Safety team remain committed to tackling key issues for Brentwood by focussing on specific projects such as working closely with local schools and facilitate and Chair the Schools Liaison Meeting every month. This

includes representatives from all local secondary schools as well as Essex Police, ECC (Essex County Council) Youth Service, and other community agencies. Through this group excellent relationships have been formed and go from strength to strength improving communication and collaboration.

Projects being delivered include:

- Mentoring Sessions for young people to help with communication, personal development and to work on behaviours, vulnerabilities, consequences and self esteem
- Outreach work in hotspot areas to engage with young people
- N-Act Theatre performances for all schools. 'Friend' is a play about gangs, county lines, knife crime and consequences
- 'Unacceptable' performance on peer-on-peer behaviour and awareness around sexism, sexual harassment and sexual violence isn't acceptable
- Crime awareness sessions delivered in schools around drugs, gangs, and knife crime
- Boxing project established in the Brentwood Centre for young people
- Speedwatch has continued to grow with a dedicated Speedwatch email in place for Speedwatch groups to utilise and a speed gun is available for groups to use which is located at the Town Hall and co-ordinated by the Community Safety team & volunteers. Whilst this scheme is primarily to target speeding drivers it is also a very visible presence in a locality which can only help to assist with discouraging burglars.
- The Essex Restorative and Mediation Service holds offenders to account and helps them take responsibility for the harm they have caused. Victims are given the chance to explain the impact the crime or conflict has had on them, ask questions of the perpetrator, and seek an apology.
- Seasonal Burglary Operation - The partnership has previously been involved in targeting and preventing the seasonal increase in burglaries that occurs across the whole county over the Winter months and will do so again this year.
- Operation Insight consists of a system of analysis and the deployment of resources into 'hot spots' likely to suffer burglaries, reducing the chance of them occurring. Intelligence is shared with partners and the Council's Community Safety team then disseminate to other departments within the Council to make sure staff are aware and can factor this information into their regular patrols, visits, and work schedule etc.

### **Anti-Social Behaviour (ASB)**

We continue to receive a large number of Anti-Social Behaviour reports, but this has been made easier to address now that the ASB officer works from the Baker Partnership HUB with police CPT; greater sharing of intelligence, risk assessments and dedicated action plans between police and Community Safety have enabled us to improve our response to reports of anti-social behaviour. This has included recently obtaining a partial closure order to protect a vulnerable resident and their neighbours



from an aggressive Class A drug user and making 71 home visits including joint visits with police. We are also organising a monthly partnership meeting to be held in the Baker Partnership HUB to address our highest risk ASB cases with agreed dedicated action plans.

### Objectives

- Introduce a new Case Management System to improve reporting and response for residents.
- Purchase and implement 'ASB App' to assist ASB case worker and offer a better service to Brentwood residents which includes improving communications between complainants of ASB and our ASB Case worker and police.
- Work with partners to reduce overall ASB in Brentwood through the HUB and connections with local schools.
- Continue out of hours patrols of the ASB Hotspot areas.

### **Environmental/Patrols**

Daily patrols undertaken across the borough dealing with fly tipping, littering, abandoned vehicles, early presentation of waste and supporting the wider team where possible. This includes other teams across the Council such as Environmental Health, Planning Enforcement and Licensing. We recently captured a fly tipper on Brentwood Road via CCTV and prosecuted him for £400 and we are currently installing a solar powered camera in Navestock to address fly tipping.

### Objectives

- To maintain a visible presence with Corporate Enforcement, NES, SEPP and Essex Police (including OOHs)
- To proactively use CCTV footage to continue to tackle ASB, nuisance and littering in the Town Centre
- Maintain the patrol schedule and feedback to relevant agencies
- Continue to develop promotional material to bring back better engagement with residents and visitors (ASB & Fly tipping)
- Identify further hotspots

### **CCTV**

The CCTV control room continues to provide 24/7 monitoring, incident identification and assistance with criminal investigations.

The control room also continues to offer the evening and weekend emergency telephone reporting service. The community safety team are conducting an audit and review of the CCTV service including connectivity, cameras, camera positioning, software and protocols and policies to ensure that Brentwood CCTV is both legislatively compliant with the new legislation for surveillance for local authorities and is an effective surveillance system/service to better serve and protect our community. As part of this review/audit we will also be consulting with our partners Essex Police and Housing as well as other agencies to make the CCTV service an effective tool for

the whole partnership. Data is also shared with partners in relation to the use of CCTV in the interest of Community Safety.

**Objectives**

- Maintain increased vigilance of areas of high ASB
- Increased use of CCTV for fly tipping and littering
- Work with Essex Police and enforcement team to proactively reduce hotspots
- Continue to deliver and expand surveillance solutions to new and previously unmonitored areas affected by crime / ASB
- Undertaking a full review of the service, including policies, procedures, and reporting

**Community Safety Key Performance Indicator's 2022/23**

<b>Month (for year 2022/23)</b>	<b>Joint Patrols (including with SEP and NES)</b>	<b>FPN's (Litter and Fly Tipping-NES)</b>	<b>PCN's (Parking - issued by or with Community Safety)</b>	<b>Incidents captured by CCTV</b>	<b>CPW/CPN's/Injunctions</b>	<b>ASB Cases</b>	<b>ASB Home Visits</b>	<b>Closure Orders / Notice Seeking Possession (for ASB)</b>	<b>Community Engagement Days</b>
April	12	118	69	30	1	13	13	0	4
May	8	124	98	35	0	12	22	0	5
June	11	126	48	21	1	14	8	1	4
July	9	146	74	21	3	15	28	2	7
<b>Total</b>	<b>40</b>	<b>269</b>	<b>289</b>	<b>107</b>	<b>5</b>	<b>54</b>	<b>71</b>	<b>3</b>	<b>17</b>

<b>Committee(s):</b> Community Environment and Enforcement Committee	<b>Date:</b> 19 September 2022
<b>Subject:</b> Hutton Poplars Lodge	<b>Wards Affected:</b> Hutton North
<b>Report of:</b> Kim Anderson, Corporate Manager Communities, Leisure and Health	<b>Public</b>
<b>Report Author/s:</b> Kim Anderson, Corporate Manager, Communities, Leisure and Health Telephone: 01277 312500 E-mail: kim.anderson@brentwood.gov.uk	<b>For Decision</b>

## Summary

The Council's Leisure Strategy vision sets out that it will support community groups and leisure, but also make best use of its assets, and deliver best value for money across the borough. Hutton Poplars Lodge is designated as one of the Council's Community Halls which is back under the direct management of Brentwood Council after Brentwood Leisure Trust went into liquidation.

The Council needs to consider Hutton Poplars Lodge in isolation but also in conjunction with other facilities in the locality and what community value the asset has. Presently the building is underutilised with Hutton Poplars Bowling Club occupying only part of the building including toilets, kitchen and meeting room on the ground floor. The remainder of the building including the main hall and upstairs are not hired out regularly now, nor prior to Covid.

The future use of the Hall will be determined by the Policy Resources Economic Development Committee however this Committee needs to consider the present users of the Lodge, which there is one, Hutton Poplars Bowling Club with a present membership of 40.

The following report sets out the considerations of this matter relating to Hutton Poplars Lodge and Hutton Poplars Bowling Club.

## Recommendation(s)

**Members are recommended to approve that:**

**R1.**

- a. The club be allowed to continue to use the Lodge and bowling rink and associated land based on the present arrangements for the 2023 season (April to September 2023). And that during this time:

- i. The club will confirm that they will be able to maintain the bowling rink and associated grounds from September 2023.
  - ii. The Club can source and secure adequate funding to create the toilet and kitchen facilities required on site
  - iii. The club can make arrangements with other facilities or secure other means of meeting after games/events.
  - iv. Based on above requirements being satisfactorily met, the Council agrees to negotiate a conditional lease with the club for the use of the bowling and associated events.
- b. Working in parallel with the above recommendation, the Council in agreement with Hutton Poplars Bowling Club and third parties, will explore the opportunity to share all facilities offered at King George's Playing Fields with Brentwood Bowling Club (incorporating South Essex Bowling Club) to incorporate a single Bowling Hub.
- c. Refer the decision of this report to Policy Resources and Economic Development Committee in order for the Committee to consider the asset (i.e., the Lodge) element and for any leases to be determined.

## **Main Report**

### **Introduction and Background**

1. Due to the Brentwood Leisure Trust going into liquidation the five community halls reverted back to Brentwood Borough Council to directly manage. One of those halls is Hutton Poplars Lodge.
2. The Lodge was not left in good condition following its previous contract with Brentwood Leisure Trust (BLT) and the Council has spent £50,324 since April 2019 on the fabric of the building including external repairs to the roofs and windows, decorating externally and full compliance works for gas and electricity.
3. The building will require further investment especially if it is to compete with other facilities in the area. A schedule of works identifies that to bring the Lodge up to a decent standard it will cost in the region of £50,000 considering price increases recently experienced in the building sector.
4. The Lodge is used by one group, the Hutton Poplars Bowls Club and therefore it is suggested that the building is underutilised. There are other contributing factors including the small size of the main hall, the limited car parking and the fact that there are other well used halls that are in the vicinity particularly Hutton Community Centre and All Saints Church Hall.

5. In considering the future of Hutton Poplars Lodge the Council has reviewed the wider estate and in particular Hutton Poplars Hall. The Council in 2021 received interest from an alternative leisure provider solely for Hutton Poplars Hall. However more information is required before a full consideration of the proposal can be made. Therefore, whilst the Council is asked to consider the Poplars Lodge in isolation it must have full understanding that further request on the use of Hutton Poplars Hall may be sought at some time in the future.
6. The Council continues to review its asset portfolio to understand what the best use of them is. The Council has had interest from other parties and groups who could make commercial use of the building such as office use or as a nursery. Based on the information presently available the Council believes that the facility could be better utilised and reduce the burden on the Council's finances whilst providing a commercial and/or community benefit to the area.
7. The decision of the future of the Lodge will be determined by the Policy, Resource and Economic Development Committee (PRED) as an asset decision. However, this is not purely an asset decision. As already identified part of the lodge is being utilised by Hutton Poplars Bowling Club and has done so for a number of years. Therefore, these users need to be considered before the future use of the building is considered.
8. The decision of this Committee will assist a future PRED Committee to make a decision on the Lodge itself.
9. Hutton Poplars Bowling Club use the facility in the bowling season from April to September including the small kitchen, toilets and a meeting room. They also use the facility out of the bowling season for ad-hoc meetings and social events. The income that Brentwood Leisure Trust received from the Hutton Poplars Bowling Club was £300pa.
10. The membership of the bowling club has been declining and presently their membership total was approximately 40.
11. The income that the Council receives from the Bowling Club for season tickets in 2022 was £3908 (35 season tickets).
12. The Bowling Club use the bowling rink adjacent to the Lodge to play its games. The costs for the Council to maintain the bowling green is £9,553.41pa.
13. There are two further public bowling rinks at King Georges which have a bar, toilets and meeting facilities which serve two clubs and 96 members and whom have space for more members or a club.

14. As part of the Council Leisure Strategy under the built facility workstream, the Council is looking at investment in key strategic sites that can provide the maximum benefit to its residents. The Council has delivered a similar approach with the Play Area Strategy across the borough.
15. It is considered that the present situation both with the provision of the lodge and maintaining the public bowling green for 40 playing members is not financially efficient and therefore alternative options are being explored. The Club had hoped that the new care home on Rayleigh Road would create a significant increase in membership and make the club more sustainable. However, this has so far not materialised
16. Initial discussions have been held with the club on the position of the Council and that the present model is no longer sustainable moving forward.
17. The Council are working with Hutton Poplars Bowling Club to identify alternative options in order that the club can still continue whether at the present site or at an alternative bowling facility.

#### **Issue, Options and Analysis of Options**

18. The Council needs to decide on the future of the Lodge, mindful that:
  - The present model is not sustainable and outgoings to maintain the lodge will outstrip any revenue presently created from the bowls club and the green.
  - The reuse of Hutton Poplars Lodge will affect Hutton Poplars Bowling Club
19. The following options set out below have been identified for Hutton Poplars Bowling Club:
  20. **Option One:** The Council has two other bowling greens at King George's Playing Fields. This facility can accommodate Hutton Poplars Bowling Club subject to discussions with Brentwood Bowling Club (incorporating South Essex Bowling Club) who presently use the site, to create a Bowls Hub in Brentwood.
  21. Creating this Bowls Hub at King Georges would enable the Council to concentrate its funds onto one facility providing better quality facilities for a larger amount of residents
  22. The consolidation of bowling provision to King George's Playing Fields would create a bowling hub and assist the authority to spend its budget on bowling more effectively and improve the provision at King George's Playing Fields

rather than spread the budget across different sites which reduces impact and creates lesser quality facilities overall. It will also deliver better value for money for residents

23. This option has been discussed with Hutton Bowls Club and an initial meeting with the involved bowls clubs has taken place. However, Hutton Poplars Bowling Club have aired their concern with travel to the site at King George's Playing Fields as their members reside in Hutton.
24. Hutton Poplars Bowling Club are also concerned with the loss of identity of the club if they were to relocate to King Georges Park and other issues that an amalgamation with King Georges (Brentwood Bowling Club) may cause including the loss of bowling facilities in Hutton.
25. Officers have held discussions with all clubs concerned and will continue to work with both clubs to see if the issues raised by Hutton Poplars Bowls Club can be overcome.
26. **Option Two:** To cease using the Lodge and build additional facilities alongside the wooden pavilion adjacent to the Bowling Green including a small kitchen and a toilet. This would require connections to utilities such as electricity, water, and sewerage. It is estimated that these facilities would cost in the region of at least £50,000. However, this does not provide the club with a meeting room when other clubs visit. The Club could consider using Hutton Community Centre as its location to meet after games with other clubs, this would need to be agreed with the Community Centre Management but is not considered as a major stumbling issue.
27. Investment to create and maintain new facilities would need to be funded by the club. Further the club would need to manage and maintain the green themselves moving forward.
28. **Option three:** continue to accommodate Hutton Poplars Bowling Club in Hutton Poplars Lodge, but the expenditure that the Council will need to invest in the facility and income that will be generated will not cover future outgoings on maintenance and therefore this option is not considered to be sustainable.
29. Hutton Poplars Bowling Club has limited ability to contribute to any funding due to their membership of approximately 40 members. The Council has looked at alternative funding provision such as Bowls England who can provide a loan of up to £20,000, but the club would need to repay this loan within 8 years.

30. The Council has at present not considered Hutton Poplars Hall as a facility for meetings for this club due to the potential options for this facility. A report on this asset will be forthcoming to committee in the future should proposals materialise.

### **Future options for the Hutton Poplars Lodge**

31. The Council has previously received interest from a national nursery operator to take a commercial lease of Hutton Poplars Lodge. However, to sensor check any offer received it would be our intention to place the lodge on the open market as a commercial opportunity. It would recommend that the asset was placed on the market.

32. This type of arrangement could enable the improvement of the facility via a lease which would create a regular income stream that could be reinvested in other facilities. It would also ensure the continued maintenance of the building.

33. The lease of the building to a nursery also complies with the community use set aside for the building and therefore complies with Planning Requirements.

34. There continues to be an appetite to create and provide nurseries within the borough and according to the officers at Essex County Council (Early Years and Childcare) the CM13 area there are 11 providers but only one day nursery. Across all these providers there are 258 place capacity but only 37 places available across them all showing as low as 14% vacancy rate.

35. Mass & Co provided a market rental report to officers 1 January 2022 where they state that a freehold value would be in the region of £520,000 with a estimated market rental level (ERV) of £28,500 p.a. Given the date of this report and the UK current economic climate, it would be prudent to place a ERV of £20,000 p.a. on the asset looking to achieve higher.

36. It is recommended that:

- a. The club be allowed to continue to use the Lodge and bowling rink based on the present arrangements for the 2023 season (April to September 2023). And that during this time:
  - i. For the club to confirm that they will be able to maintain the bowling rink moving forward
  - ii. That the Club can secure funding to create a toilet and kitchen facility required in the bowls pavilion building adjacent to the green subject to planning permission
  - iii. The club hold discussions with other halls to secure meeting space after games



- iv. And that based on these requirements being satisfactorily met, the Council to negotiate and agree a lease with the club for the use of the bowling green and bowls pavilion building.
- b. with agreement with the club the opportunity to share facilities and the bowling rinks at King George's Park with Brentwood Bowling Club (incorporating South Essex Bowling Club) continue to be explored.
- c. Refer the decision of this report to Policy Resources and Economic Development Committee in order for them to consider the asset (i.e., the Lodge) element and for any leases to be determined for the bowls pavilion building and the bowling green.

### **Reasons for Recommendation**

37. The Council needs to ensure that the facilities that it manages are delivering value for money and meet the needs of the residents.

### **Consultation**

38. Officers have had meeting with Brentwood Bowling Club and Hutton Poplars Bowling Club to look at options. Officers have also spoken to Bowls England to get an indication of what NGB funding would be available. They are able to offer a loan of up to £20,000 to the club which would be repayable within 8 years.

### **References to Corporate Plan**

39. The community Halls sits under the Developing Communities strand and are also part of the Assets portfolio. The Council's Leisure Strategy sets out the need to ensure that it has a clear strategic vision for the future of its leisure facilities, so that resources are applied effectively. This will ensure that local people enjoy high quality sustainable leisure facilities that suit their lifestyle and maintain and improve the quality of their lives.

### **Implications**

#### **Financial Implications**

**Name/Title: Jacqueline Van Mellaerts, Corporate Director (Finance & Resources)**  
**Tel/Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk**

40. There are no direct financial implications at this stage. These will be determined at a future Policy, Resources & Economic Development Committee, when the lease arrangements will be considered.

#### **Legal Implications**

**Name/Title: Steve Summers, Strategic Director, Interim Monitoring Officer**

**Tel & Email: 01277 312500/steve.summers@brentwood.rochford.gov.uk**

41. Any lease arrangements and title matters will be dealt with by legal officers on a hall-by-hall basis to ensure that all legalities regarding the lettings have been drafted and reported to on clients.

### **Economic Implications**

**Name/Title: Phil Drane, Director of Place**

**Tel/Email: 01277 312500/philip.drane@brentwood.rochford.gov.uk**

42. The Council should ensure that Hutton Poplars Lodge is utilised to its maximum potential in order to ensure economic viability.

### **Equality and Diversity Implications**

**Name/Title: Kim Anderson, Corporate Manager, Communities, leisure and health**

**Tel/Email: 01277 312500/kim.anderson@brentwood.gov.uk**

43. The Public Sector Equality Duty applies to the Council when it makes decisions. The duty requires us to have regard to the need to:
- a. Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful
  - b. Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - c. Foster good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
44. The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, gender, and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).
45. The proposals in this report will not have a disproportionate adverse impact on any people with a particular characteristic.

### **Background Documents**

None

<b>Committee(s):</b> Community Environment and Enforcement Committee	<b>Date:</b> 19 September 2022
<b>Subject:</b> Brentwood and Basildon Alliance	<b>Wards Affected:</b> All
<b>Report of:</b> Kim Anderson, Corporate Manager - Communities, Leisure and Health	<b>Public</b>
<b>Report Author/s:</b> Kim Anderson, Corporate Manager - Communities, Leisure and Health Telephone: 01277 312500 E-mail: kim.anderson@brentwood.gov.uk	<b>For Decision</b>

## Summary

The Health and Care Act (2022) will see the development of 42 Integrated Care Systems (ICSs) across England. These are partnerships of organisations that come together to plan and deliver joined up health and care services, and to improve the lives of people who live and work in their area. The NHS Mid and South Essex Integrated Care Board cover Brentwood, Basildon, Rochford and Castlepoint. This is split into two separate Alliances Brentwood and Basildon and Rochford and Castlepoint. Each Alliance is made up of several partners (see 5.) which each contribute to the improvement of the lives of the people that live and work in the area. The recommendation of the report is to agree the representation at the of officers and Members at the various levels of the Board and the Alliance. Officers will also look at opportunities for collaborative working across the area, the pooling of budgets to deliver initiatives for the Brentwood and Basildon Alliance and the Brentwood Health and Wellbeing Board.

## Recommendation(s)

**Members are asked to:**

- R1. Agree to delegate authority to the Director of Community and Health in consultation with the Chair of Community, Environment and Enforcement Committee to agree the representation of Officers and Members at various levels for Brentwood and Basildon Alliance.**
- R2. Officers to identify opportunities for collaborative working and pooling of budgets to deliver local initiatives through the Brentwood and Basildon Alliance and Brentwood Health and Wellbeing Board.**

## Main Report

## Introduction and Background

1. The Integrated Care Systems (ICSs) are partnerships of organisations that come together to plan and deliver joined up health and care services, and to improve the lives of people who live and work in their area. Following several years of locally led development, recommendations of NHS England and NHS Improvement and Royal Assent of the Health and Care Act (2022), 42 ICSs will be established across England on a statutory basis on 1 July 2022.
  2. NHS England set out four core purposes of the Integrated Care Systems
    - To improve outcomes in population health and healthcare
    - Tackle inequalities in outcomes, experience and access
    - Enhance productivity and value for money
    - Help the NHS support broader social and economic development
  3. The Integrated Care Board is the NHS Mid and South Essex Integrated Care Board and covers Brentwood, Basildon, Braintree, Castle Point, Chelmsford, Maldon, Rochford, Southend on Sea and Thurrock.
  4. There are wider determinants of health that play a big, or bigger role in people's health. Our environment (10%) which includes housing quality and our built environment. Social economic factors (40%) which include education, healthcare (20%) which includes access to good quality care. Our behaviours (30%) which will includes diet/exercise, smoking, alcohol use and poor sexual health.
  5. The Brentwood and Basildon Alliance is established by the Integrated Care Board to help people in Brentwood and Basildon to live well by improving population health through person centred, holistic and integrated working across the whole system. create opportunities for the benefit of residents, to support health and wellbeing, to bring care closer to home and to improve and transform services by providing oversight and assurance to the ICB. new planned structure of the ICS ....
1. The vision is helping people in Basildon and Brentwood to live well and improving population health through person-centred, holistic and integrated working across the whole system
  2. The principles are:
    - Person centred (people not patients)
    - Working upstream (prevention)
    - Population focused (not organisation)
    - Building on/strengthening community assets
    - People take responsibility for their health and community
    - Integrating, aligning, coordinating support and services across the system
    - Building a collaborative system beyond the Alliance
  3. The behaviours that the Alliance that will deliver the Vision will be:
    - Work collaboratively with partners and residents

- Learning orientated
- Open-minded
- Outward looking
- Pushing at boundaries, using informal authority to influence
- Honest, including about the pressures we face
- Accountable
- Working with people, not doing to them
- Committed

## **Issue, Options and Analysis of Options**

4. The Integrated Care Board (ICB) will use its resources and powers to demonstrate progress on these aims, collaborating to tackle complex challenges including:
  - Improving the health of children and young people
  - Supporting people to stay well and independent
  - Acting sooner to help those with preventable conditions
  - Supporting those with long-term conditions or mental health issues
  - Caring for those with multiple needs as populations age
  - Getting the best from collective resources so people get care as quickly as possible
5. Brentwood and Basildon Alliance Executive Group is established by the Alliance Committee as part of the functions and decisions structure of the Board of ICB as a Group of the Committee reporting structure. The Groups main purpose is to oversee the Alliance Delivery plan and coordinate the Alliance governance and leadership responsibilities. The Membership will comprise of:
  - Alliance Director (Chair)
  - the Senior Responsible Officer for each of the 6 Live Well domains
  - Alliance Clinical Lead
  - Executive leads for the following organisations if not represented by the Senior Responsible Officer (SROs):
    - Mid and South Essex Integrated Care System
    - Essex Partnership University NHS Trust (EPUT)
    - Essex County Council
    - North East London Foundation Trust (NELFT)
    - Basildon Council
    - Brentwood Council
    - Essex County Council
    - St Luke's Hospice
    - Six Primary Care Networks (Billericay, Brentwood, East Basildon, Central Basildon, west Basildon and Wickford)

- Healthwatch
  - Voluntary Sector
6. Other individuals may be invited to attend all or part of any meeting as and when appropriate to assist it with its discussions on any particular subject matter.
  7. The separate Brentwood and Basildon Health and Wellbeing Board's report into the Brentwood and Basildon Alliance Committee and currently also report in the Essex County Council Health and Wellbeing Board which is a statutory board as set out in the Governance structure in Appendix A (slide 14).
  8. The Structure as set out in Appendix A (Slide 14) also looks at the various delivery groups to work across all age groups which include the following and where there are currently comparatively poor outcomes:
    - **Start Well** - giving children and young people to have the best start in life
      - Dental decay
      - Pupil absence
      - Education qualifications
      - Childhood obesity
    - **Feel Well** – People enjoy mental health and wellbeing
      - Self-harm
      - Depression
      - Suicide
      - Loneliness
      - Mental Health access
      - Integrated Primary and Community Care
    - **Be Well** – People are empowered to make healthy lifestyle choices
      - Physical activity
      - Obesity
      - Smoking
      - Alcohol
      - Chlamydia
      - Community empowerment and development
      - Voluntary Sector to develop support services
      - Asset mapping to support community development and support needs
    - **Stay Well** – People stay supported to stay well and reduce risk of early ill health
      - Cancer screening
      - Diabetes
      - Prevention
      - Long-term conditions such as hypertension and Respiratory
      - SMI and Learning Difficulties
      - Support for Carers

- Wider determinants of health
  - **Age Well** - People live safely and independently as they grow older
    - Integration of health and social care
    - Frailty
    - Risk stratification
    - Social care market resilience
    - Dementia
    - System flow and resilience
  - **Die Well** – Individuals nearing end of life have choices around care
    - Choices register
    - Preferred place of death
9. The Council will have involvement in all of the ‘Well’ domains, but officers from Brentwood and Basildon Council will take the lead on the Be Well domain.
  10. Members of the Brentwood Health and Wellbeing Board met in July to discuss how the Brentwood Health and Wellbeing Board will fit into the new Brentwood and Basildon Alliance and the presentation (Appendix A is attached).
  11. There will also need to be representation from Officers and Members of Brentwood Council at Brentwood and Basildon Alliance Executive Group.

### **Reasons for Recommendation**

12. Brentwood and Basildon Councils are key partners in the delivery of community-based services for our residents within the Alliance structure. The Council’s also play a key part in promoting preventative work such as smoking cessation and the benefits of healthy lifestyle. The Councils also have a role to play when looking at Asset Based Community Development programmes to maximise the use of their facilities to improve and health and wellbeing of its residents and to input into the wider socio-economic determinants of health.

### **Consultation**

13. The development of the new ICS and ICB along with the Alliances has involved a number of sessions with partners to look at the structure and the ‘Well’ domains which will support our residents. These are aligned with the Live Well workstreams that sit under the Health and Wellbeing Boards. This should minimise the duplication of any works.

### **References to Corporate Plan**

14. The Brentwood and Basildon Alliance will sit under the Developing our Communities strand and supporting our most vulnerable residents.

### **Implications**

## **Financial Implications**

**Name/Title: Jacqueline Van Mellaerts, Corporate Director (Finance & Resources)**  
**Tel/Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk**

There are no direct financial implications in regard to Brentwood and Basildon Alliance apart from officer and member time to attend any relevant meetings.

## **Legal Implications**

**Name & Title: Claire Mayhew, Corporate Manager (Democratic Services and Deputy Monitoring Officer)**

**Tel & Email: 01277 312741/claire.mayhew@brentwood.gov.uk**

The ICB is established by order made by NHS England under powers in the 2006 Act.

The ICB is a statutory body with the general function of arranging for the provision of services for the purposes of the health service in England and is an NHS body for the purposes of the 2006 Act.

The main powers and duties of the ICB to commission certain health services are set out in sections 3 and 3A of the 2006 Act. These provisions are supplemented by other statutory powers and duties that apply to ICBs, as well as by regulations and directions (including, but not limited to, those made under the 2006 Act).

In accordance with section 14Z25(5) of, and paragraph 1 of Schedule 1B to, the 2006 Act the ICB must have a constitution which must comply with the 6 requirements set out in that Schedule. The ICB is required to publish its constitution (section 14Z29). This constitution is published at [www.midandsouthessex.ics.nhs.uk](http://www.midandsouthessex.ics.nhs.uk)

The ICB must act in a way that is consistent with its statutory functions, both powers and duties. Many of these statutory functions are set out in the 2006 Act but there are also other specific pieces of legislation that apply to ICBs. Examples include, but are not limited to, the Equality Act 2010 and the Children Acts. Some of the statutory functions that apply to ICBs take the form of general statutory duties, which the ICB must comply with when exercising its functions. These duties include but are not limited to:

- Having regard to and acting in a way that promotes the NHS Constitution (section 2 of the Health Act 2009 and section 14Z32 of the 2006 Act).
- Exercising its functions effectively, efficiently and economically (section 14Z33 of the 2006 Act).
- Duties in relation children including safeguarding, promoting welfare etc. (including the Children Acts 1989 and 2004, and the Children and Families Act 2014).
- Adult safeguarding and carers (the Care Act 2014).
- Equality, including the public-sector equality duty (under the Equality Act 2010) and the duty as to health inequalities (section 14Z35).
- Information law, (for instance, data protection laws such as the UK General Data Protection Regulation 2016/679 and Data Protection Act 2018 and the Freedom of Information Act 2000).
- Provisions of the Civil Contingencies Act 2004.



The ICB is subject to an annual assessment of its performance by NHS England which is also required to publish a report containing a summary of the results of its assessment.

The performance assessment will assess how well the ICB has discharged its functions during that year and will, in particular, include an assessment of how well it has discharged its duties under:

- Section 14Z34 (improvement in quality of services).
- Section 14Z35 (reducing inequalities).
- Section 14Z38 (obtaining appropriate advice).
- Section 14Z40 (duty in respect of research)
- Section 14Z43 (duty to have regard to effect of decisions).
- Section 14Z44 (public involvement and consultation)
- Sections 223GB to 223N (financial duties).
- Section 116B (1) of the Local Government and Public Involvement in Health Act 2007 (duty to have regard to assessments and strategies).

NHS England has powers to obtain information from the ICB (section 14Z60 of the 2006 Act) and to intervene where it is satisfied that the ICB is failing, or has failed, to discharge any of its functions or that there is a significant risk that it will fail to do so (section 14Z61).

### **Economic Implications**

**Name/Title: Phil Drane, Corporate Director (Planning and Economy)**

**Tel/Email: 01277 312610/philip.drane@brentwood.gov.uk**

There are no direct economic implications. However, the wider socio and economic determinants of health need to be considered.

### **Equality and Diversity Implications**

**Name/Title: Kim Anderson, Corporate Manager, Communities, Leisure and Health**

**Tel/Email: 01277 312634/kim.anderson@brentwood.gov.uk**

The Public Sector Equality Duty applies to the Council when it makes decisions. The duty requires us to have regard to the need to:

- a. Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful
- b. Advance equality of opportunity between people who share a protected characteristic and those who do not.
- c. Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.

The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, gender, and sexual

orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).

The proposals in this report will not have a disproportionately adverse impact on any people with a particular characteristic and will provide an access trail for those with limited mobility.

**Appendices to this report**

**Appendix A – Alliance Presentation and Governance**

**Appendix B – Glossary of terms**



Mid and South Essex  
Integrated Care  
System



Mid and South Essex

# Integrated Care System

Page 35

Appendix A

[www.midandsouthessex.ics.nhs.uk](http://www.midandsouthessex.ics.nhs.uk)

# What is an ICS for? To work in partnership to....



1  
Improve outcomes in population health

Improve access to, and quality of, the services we provide.

Focus on healthy, happy lives – prioritise prevention and self-care.



2  
Tackle Inequalities

Relentless focus on reducing health inequalities across our populations.



3  
Productivity and Value for Money

Be financially sustainable while improving productivity

Address workforce challenges.



4  
Support Socio-Economic Development

Leading role as Anchor Institutions:

- Education
- Employment
- Local procurement
- Sustainability



# Our Beliefs

- **Subsidiarity** - devolving planning and delivery to the lowest possible level.
- **Respect for sovereignty** of statutory organisations
- **Collaboration** to bring about improved Standards, Outcomes and the application of Common Clinical Policies
- **Asset and strengths-based approaches**, delivering care according to people's preferences
- **A focus on healthy lives** – prioritising prevention and self-care
- **Delivery of integrated care**, with meaningful engagement with our communities

# Our Beliefs

- **A shared agenda** driven and owned by partners working together with a focus on **reducing health inequality**
- **Data Driven:** serving the individual needs of our population, not organisations
- **Clinical and Care Professional engagement** at the earliest opportunity
- **Empowering front line staff to do the right thing** – through distributed leadership
- **Pragmatic pluralism** –differing needs across our populations require different approaches. Not a one size fits all approach
- **Innovative** - trying new and innovative approaches, test and learn

# What do we want to achieve?

- **Raise our game:** improve outcomes, enhance quality and reduce disparities
- **Integrate care:** so people don't fall through gaps between services or settings
- **Support an individual's independence, autonomy, choice and control:** through personalised approaches
- **Promote positive, healthy lives** – enabling prevention of ill health and self-care
- **Enable the safe sharing of records** – including data sharing agreements to smooth care provision
- **Incentivise** organisations to have shared outcomes



# What do we want to achieve?

- **Deploy resources imaginatively**, prioritise upstream interventions to improve population health
- **Drive forward by decisive leadership**, engaging with local people and taking clear joint accountability for delivery
- **Integrate where it makes sense** for individuals and families
- **Develop an ever more capable, confident workforce together** which is deployed in a way that allows us to wrap services around individuals, their families and carers
- **Base blended teams around individuals** to exploit opportunities for joint resourcing at all levels

# Executive Team



**Antony 'Mac' McKeever**  
Chief Executive Officer



**Dr Ronan Fenton**  
System Medical  
Director



**Dr Ruth Jackson**  
Executive Chief  
People Officer



**Dawn Scrafield**  
Director of Resources  
(Interim)



**Rachel Hearn**  
Executive Chief Nurse



**Jo Cripps**  
Executive Director of  
Strategy and Partnerships



**Barry Frostick**  
Chief Digital Officer



**Tiffany Hemming**  
Director of Delivery  
(Interim)



**Dan Doherty**  
Alliance Director



**Pam Green**  
Alliance Director



**Ruth Hallet**  
Alliance Director  
(Interim)



**Steve Porter**  
Alliance Director  
(Interim)

# MSE Integrated Care Board



**Prof Michael Thorne CBE**  
Chair



**Anthony 'Mac' McKeever**  
Chief Executive Officer



**Dr Neha Issar-Brown**  
Non-Executive Member



**George Wood**  
Non-Executive Member



**Joseph Fielder**  
Non-Executive Member



**Hannah Coffey**  
Partner Member,  
MSEFT



**Ian Wake**  
Partner Member,  
Thurrock Council



**Peter Fairley**  
Partner Member  
Essex County Council



**Tandra Forster**  
Partner Member,  
Southend City Council



**Dr Anna Davey**  
Partner Member,  
Primary Care



**Paul Scott**  
Partner Member, EPUT



**Rachel Hearn**  
Executive Chief Nurse



**Dr Ronan Fenton**  
System Medical Director



**Dr Ruth Jackson**  
Executive Chief People Officer



**Dawn Scrafield**  
Director of Resources (Interim)

# The Integrated Care Partnership

**A joint committee established by the NHS and Upper Tier Local Authorities** and involves:

- District, Borough & City Councils
- Alliances
- NHS providers
- VCSE (*Voluntary, Care and Social Enterprise*)
- Healthwatch
- Universities
- Police

# Our Alliances

Four across Mid & South Essex: Mid-Essex, Basildon & Brentwood, South East Essex & Thurrock

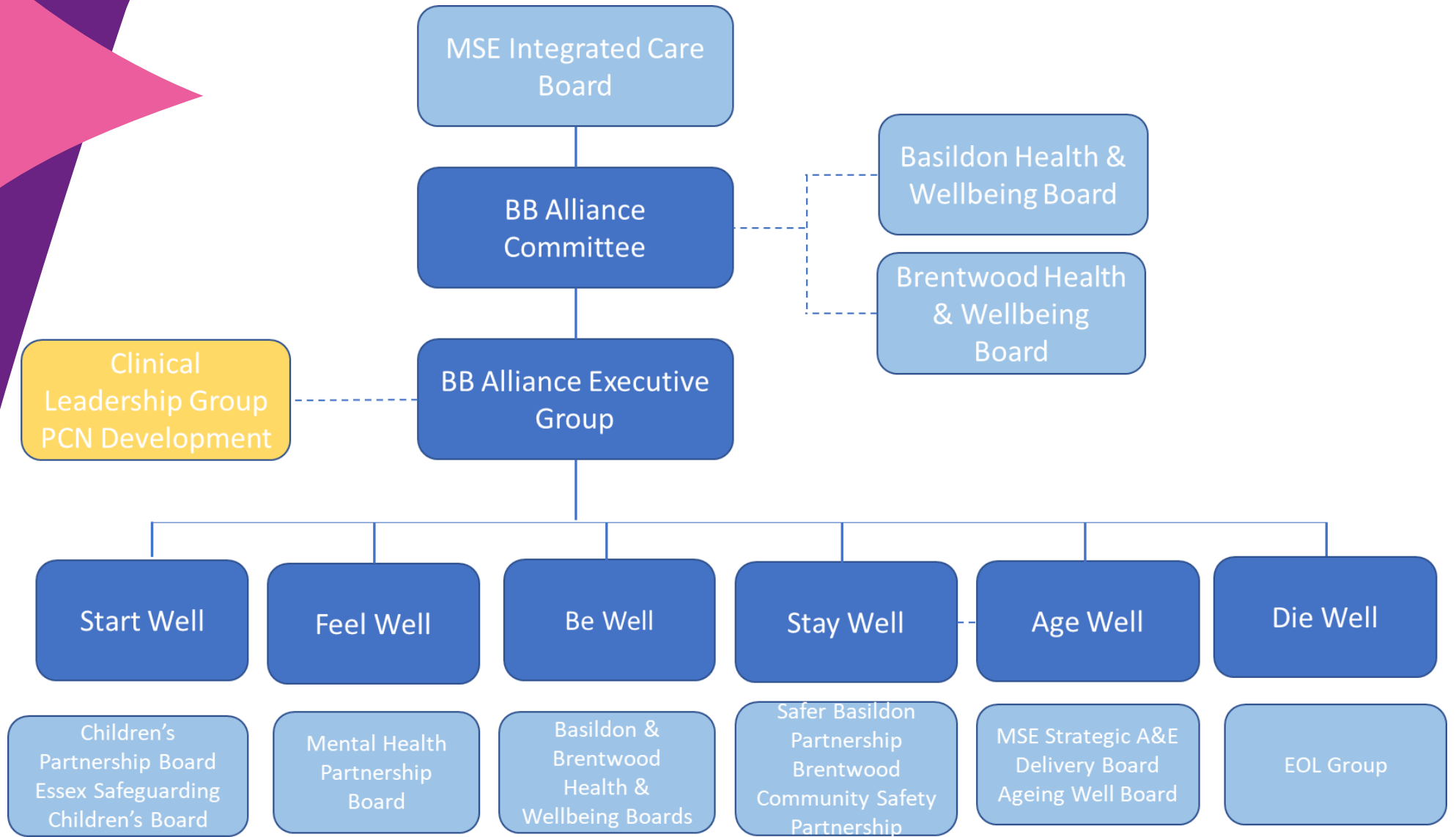
A broad range of partners operating at a local level, for the benefit of local residents.

# Basildon and Brentwood Alliance

- Mid & South Essex Integrated Care System
- Essex County Council
- Basildon Council
- Brentwood Council
- Mid & South Essex Foundation NHS Trust
- North East London Foundation NHS Trust
- Essex Partnership University NHS Trust
- St Luke's Hospice
- Six Primary Care Networks (Billericay, Brentwood, East Basildon, Central Basildon, West Basildon & Wickford)
- Healthwatch
- Voluntary Sector

Helping people in Basildon and Brentwood to live well by improving population health through person-centred, holistic and integrated working across the whole system

# Basildon & Brentwood Alliance





# Live Well Domains

Comparatively poor outcomes  
Areas within scope

Start Well <i>Harriet Pickering</i>	Feel Well <i>Clare Burns</i>	Be Well <i>Grant Taylor/Kim Anderson</i>	Stay Well <i>Clare Burns</i>	Age Well <i>Simon Griffiths</i>	Die Well <i>Joanne McCollum</i>
<p><b>Giving children and young people have the best start in life.</b></p> <ul style="list-style-type: none"> <li>• Dental Decay</li> <li>• Pupil absence</li> <li>• Education qualifications</li> <li>• Childhood Obesity</li> </ul>	<p><b>People enjoy mental health well being</b></p> <ul style="list-style-type: none"> <li>• Self - harm</li> <li>• Depression</li> <li>• Suicide</li> <li>• Loneliness</li> <li>• Mental Health Access</li> <li>• Integrated Primary and Community Care</li> </ul>	<p><b>People are empowered to make health lifestyle choices</b></p> <ul style="list-style-type: none"> <li>• Physical activity</li> <li>• Obesity</li> <li>• Smoking</li> <li>• Alcohol</li> <li>• Chlamydia</li> <li>• Community empowerment &amp; development</li> <li>• Voluntary sector</li> <li>• Asset mapping</li> </ul>	<p><b>People will have access to the best clinical services.</b></p> <ul style="list-style-type: none"> <li>• Cancer screening</li> <li>• Diabetes</li> <li>• Prevention</li> <li>• Long Term Conditions such as Hypertension, Respiratory</li> <li>• SMI &amp; LD</li> <li>• Support for Carers</li> <li>• Wider determinants of health</li> </ul>	<p><b>People live safely and independently as they grow older</b></p> <ul style="list-style-type: none"> <li>• Integration of health &amp; social care - neighbourhood teams</li> <li>• Frailty</li> <li>• Risk stratification</li> <li>• Social care market resilience</li> <li>• Dementia</li> <li>• System flow &amp; resilience</li> </ul>	<p><b>Individuals nearing end of life have choices around care</b></p> <ul style="list-style-type: none"> <li>• Choices register</li> <li>• Preferred place of death</li> </ul>

# Your views

- Role of Brentwood Health and Wellbeing Board in future Basildon and Brentwood Alliance and wider ICS

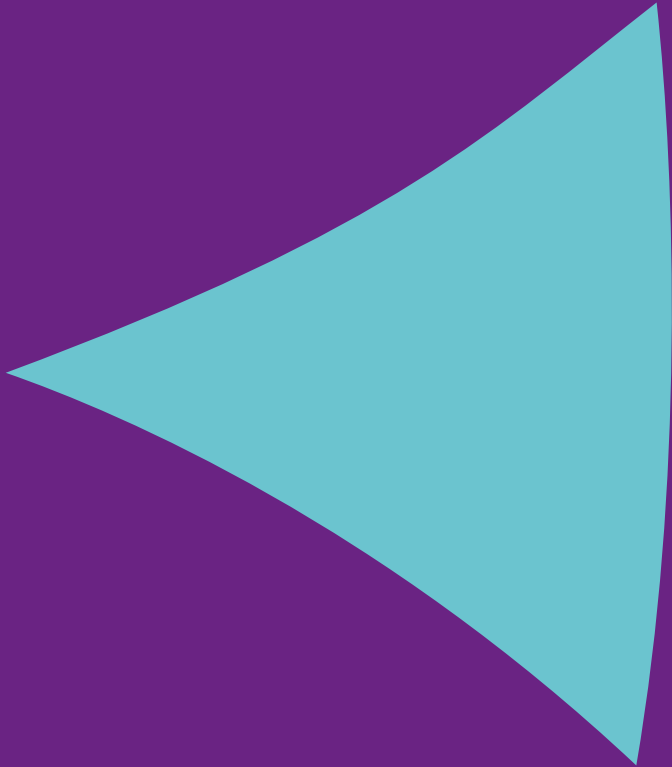


Mid and South Essex  
Integrated Care  
System



Mid and South Essex

Page 51



# Emma Timpson

e.timpson@nhs.net

[www.midandsouthessex.ics.nhs.uk](http://www.midandsouthessex.ics.nhs.uk)

This page is intentionally left blank

## Appendix B

Item	Name	Description
ICB	Integrated Care Board	A statutory NHS organisation responsible for developing a plan for meeting the health needs of the population, managing the NHS budget and arranging for the provision of health services in the ICS area. When ICBs are legally established, clinical commissioning groups (CCGs) will be abolished
ICS	Integrated Care System	<p>Integrated Care Systems (ICSs) are partnerships of organisations that come together to plan and deliver joined up health and care services, and to improve the lives of people who live and work in their area.</p> <p>Following several years of locally led development, recommendations of NHS England and NHS Improvement and Royal Assent of the Health and Care Act (2022), 42 ICSs will be established across England on a statutory basis on 1 July 2022.</p>
MSE	Mid and South Essex	This is the geographical area that these arrangements cover- it includes Brentwood, Basildon, Braintree, Chelmsford, Castlepoint, Rochford, Southend on Sea and Thurrock
ICP	Integrated Care Partnership	A statutory committee jointly formed between the NHS Integrated Care Board and all upper-tier local authorities that fall within the ICS area. The ICP will bring together a broad alliance of partners concerned with improving the care, health and wellbeing of the population, with membership determined locally. The ICP is responsible for producing an integrated care strategy on how to meet the health and wellbeing needs of the population in the ICS area.
PCN	Primary Care Network	Includes GP services, Pharmacies, Community Health Services, Mental Health Services, Advanced Nurse Practitioners, Social Prescribing Link Workers, Adult Social Care and voluntary organisations For Brentwood
HWB	Health and Wellbeing Boards	Every local area must have a Joint Health and Wellbeing Strategy setting out the priorities identified through the Joint Strategic Needs Assessment (JSNA) that local government, the NHS and other partners will deliver together through the Health and Wellbeing Board. The JHWS is intended to set 'a small number of key strategic priorities for action', where there is an opportunity for partners working through the Health and Wellbeing Board to 'have a real impact' through local initiatives and action and leading to an improvement in health and wellbeing outcomes and a reduction in health inequalities. The JHWS is jointly owned by partners through the Essex Health and Wellbeing Board, the District, Borough and City Councils' HWB Partnership Boards, the Police, Fire and Crime Commissioner, Safeguarding Boards and the voluntary and community sector. The Essex Wellbeing Board is statutory

		while the local partnership boards in Brentwood and Basildon are not statutory but feed into the county board.
BHWB	Brentwood Health and Wellbeing Board	Brentwood Health and Wellbeing Board is partnership board of representatives that cover the Brentwood area. They receive a grant from Essex County Council to commission projects
CCG	Clinical Commissioning Group	Clinical Commissioning Groups were established as a part of the Health and Social Care Act in 2014 and replaced the Primary Care Trusts. They are groups of general practices which come together in each area to commission the best services for their patient and population. Brentwood and Basildon CCG will be abolished once the ICB are legally established (1 July 2022)
SoRD	Scheme of Reservation and Delegation	sets out those decisions that are reserved to the board of the ICB and those decisions that have been delegated in accordance with the powers of the ICB and 8 which must be agreed in accordance with and be consistent with the Constitution. The SoRD identifies where, or to whom, functions and decisions have been delegated to.
PHM	Population Health Management	<p>Population Health Management is a way of working to help frontline teams understand current health and care needs and predict what local people will need in the future.</p> <p>This means we can tailor better care and support for individuals, design more joined-up and sustainable health and care services and make better use of public resources.</p> <p>PHM uses historical and current data to understand what factors are driving poor outcomes in different population groups. Local health and care services can then design new proactive models of care which will improve health and wellbeing today as well as in future years' time.</p>
BCF	Better Care Fund	The Better Care Fund (BCF) programme supports local systems to successfully deliver the integration of health and social care in a way that supports person-centred care, sustainability and better outcomes for people and carers.
SFIs	Standing Financial Instructions	Which set out the arrangements for managing the ICB's financial affairs
VCSE	Voluntary, Community and Social Enterprise Sector	These include small local community and voluntary groups, registered charities both large and small, foundations, trusts and a growing number of social enterprises and co-operatives
STPs	Sustainability and Transformation Partnerships	These will be succeeded by the Integrated Care Boards (ICB) from 1 July 2022 when the ICBs are legally established
MSEFT	Mid and South Essex Foundation Trust	The Trust runs Broomfield, Basildon Southend hospitals.
EPUT	Essex Partnership University Foundation Trust	Provides community health, mental health and learning disability services to support people across Luton, Bedfordshire, Essex and Suffolk

NELFT	North East London Foundation Trust	NELFT provides an extensive range of integrated community and mental health services for people living in the London boroughs of Barking & Dagenham, Havering, Redbridge and Waltham Forest and community health services for people living in the southwest Essex areas of Basildon, Brentwood and Thurrock
OD	Organisational Development	Organisational development for each organisation
BI	Business Intelligence	Insight Report Business intelligence (BI) refers to capabilities that enable organizations to make better decisions, take informed actions, and implement more-efficient business processes.

This page is intentionally left blank



<b>Committee(s):</b> Community Environment and Enforcement Committee	<b>Date:</b> 19 September 2022
<b>Subject:</b> Spacehive- Civic Crowdfunding Scheme	<b>Wards Affected:</b> All
<b>Report of:</b> Kim Anderson, Corporate Manager - Communities, Leisure and Health	<b>Public</b>
<b>Report Author/s:</b> Kim Anderson, Corporate Manager - Communities, Leisure and Health Telephone: 01277 312500 E-mail: kim.anderson@brentwood.gov.uk	<b>For Decision</b>

## Summary

It is proposed that rather than the traditional grant scheme that operates in Brentwood, officers will look at developing a civic crowdfunding scheme for the Brentwood and Rochford Strategic Partnership to maximise funds raised for community-based initiatives. The platform gives the local authority sight of all projects in their area, automatically matches projects to their grants, runs due diligence checks on the projects, distributes funds and collects impact data on the projects. It can provide real time data on the crowdfunding projects, detailed reports and can bring multiple funds into one place. The platform will also work with the Council to set the criteria, timeframes, application questions and assess, aggregate, shortlist, review projects and their impacts into one report. The initial set up costs is £30,000 pa based on a two-year contract and the proposal is that these costs will be split between Brentwood Borough Council and Rochford District Council. The funding pot that will be available will also need to be agreed by both authorities to promote projects within each of their geographical areas. It is proposed that the Brentwood Scheme will be utilising £56,300 from the Community Fund. Other funds that become available can also be added in later once they become available.

It is proposed that Brentwood Borough Council will procure the service on behalf of Rochford District Council within the Partnership, subject to their separate agreement.

## Recommendation(s)

**Members are asked to:**

**R1. Agree that Officers from Brentwood Borough Council work with Rochford District Council to establish a civic crowdfunding scheme across both geographical areas.**

**R2. Agree that Brentwood Borough Council will contract 'Spacehive' to provide external management of the scheme on behalf of both Councils, subject to agreement by Rochford District Council.**

**R3 Delegated Authority is given to the Chief Executive, in consultation with the relevant Portfolio Holders across the Partnership, to agree**

**final arrangements for the Civic Crowdfund Scheme, including process, criteria and the awarding of grants.**

**R4. A review of the benefits of the scheme is undertaken after an initial period of (2) years and that this is reported back to the relevant Committee/Cabinet at Brentwood and Rochford.**

## **Main Report**

### **Introduction and Background**

1. Covid-19 has highlighted the critical importance of local government to their places and communities and understanding that 'bottom-up' community initiatives are usually well supported at a hyper local level.
2. The civic crowdfunding platform combines the ability to combine resources and deliver cross-cutting community responses. The Brentwood and Rochford Strategic Partnership are best placed to align resources across both geographical areas to address common challenges which face our communities and therefore will have a greater impact.
3. Each sovereign council has set out the importance of its communities within their individual corporate plans.
4. If Members agree the development of a civic crowdfund scheme, Brentwood Borough Council would, on behalf of Rochford District Council contract 'Spacehive,' to provide the crowdfund management.
5. Currently Brentwood Borough Council has a discretionary Funding Pot, Brentwood Community Fund of £45,000 which is made up of £20,000 contribution from Axis, £20,000 from Seven Arches Investment Limited and £5,000 from the Health and Wellbeing Board.
6. The Brentwood Community Fund allocates grants that support the priorities as set out in the Council's Corporate Strategy and currently there are two funding rounds per year.
7. There are other funding pots that the Council administers which could also be considered to go into civic crowdfunding platform subject to agreement.
8. When the Council adopts the Community Infrastructure Levy (CIL) this contribution could also be added to the civic crowdfunding platform 'pot'.

### **Issue, Options and Analysis of Options**

9. Crowdfunding is the process of allowing projects to advertise for funding. Schemes are primarily run online through social media and crowdfunding platforms, therefore providing maximum reach. This option is increasingly being

used by a number of local authorities e.g., Guildford Borough Council, Kent County Council as a way of financing community initiatives.

10. Civic crowdfunding is becoming increasingly popular due to the numerous economic and social benefits it can deliver. Many local authorities across England have successfully used crowdfunding platforms to engage with residents and businesses to develop projects and seek financial support, group online pledges to match local authority contributions. There are many benefits to exploring a civic crowdfund:
  - Ability to generate additional funds towards improving community capacity and resilience
  - Community engagement and involvement
  - Improved community cohesion and resilience
  - Improve transparency and decision making
  - Improving awareness of issues that are important to local communities
  - Generating significant match funding by the 'crowd' for the benefit of the whole community, typically three times what the local authority pledges
11. It is proposed that a budget of £45,000 from the Brentwood Community Fund would be used to maximise this opportunity to support community projects and initiatives, and to develop a civic crowdfunding scheme.
12. The civic crowdfund allows large groups of people to make a small individual financial contribution to the projects. From research it is reasonable to expect for every £1 the Council invests into community projects through crowdfunding it will result in an additional £2.50 to £3 providing a 250%/300% expected return on investment. For example, Cotswold Crowdfund has seen 19 funded projects in the first funding round, £300,000 has been raised so far with the Council pledging £93,000.
13. The purpose of this report is to seek approval to award a provider to work with Brentwood Borough Council and Rochford District Council strategic partnership to develop a civic crowdfunding scheme. The provider will bring both the technical expertise and the experience of crowdfunding in a local authority context.
14. Spacehive is the only dedicated civic crowdfunding platform in the UK. While there are other crowdfunding platforms, the majority are targeted on commercial investment.
15. Spacehive is the only dedicated civic crowdfunding platform provider on the Government's G Cloud 12 procurement framework, which enables a call-off on a competitive tender by the Council.

16. Spacehive was co-designed with local authorities and its platform provides bespoke technology especially created for council programmes. The aim of Spacehive is to make it as easy as possible for people with ideas to improve their local area by attracting support and funding from local people, local business and funders.
17. The platform contains built in performance mechanisms that evidence the difference and impact a project has made to the community.
18. Spacehive also provides a verification process, which ensures that projects will have the correct permissions and ensures that a clear budget is in place before they can raise funds. This de-risks projects for the Council(s) and partners and provides reassurance for others who want to pledge money.
19. Over 40 local authorities in the UK are currently using Spacehive.
20. If a project achieves its funding target in the time allocated it proceeds but if it does not the project will not go ahead.
21. The indicative timescale for implementation of the Crowdfunding Scheme would be two weeks, and the cost is £30,000 pa for a two-year contract for the Brentwood and Rochford Strategic Partnership. It is proposed that the platform would go live at the start of the new municipal year, April 2023.
22. Crowdfunding presents a positive opportunity for both Brentwood Borough Council and Rochford District Council to invest directly into the community, ensuring the maximisation of funds through match funding.
23. Projected outcomes of using the project:
  - Evaluation of the benefits, issues and value of crowdfunding as a method of developing and supporting community led projects
  - Improved engagement with communities and support for projects that matter to the community
  - Maximising Brentwood Borough Council and Rochford District Council's funding for communities through match funding
  - Greater transparency in Brentwood Borough Council and Rochford District Council 's support for community led projects
24. Subject to the decision at Brentwood Borough Council and Rochford District Council the civic crowdfunding platform will open for the first funding round on 1 April 2023.

25. Other options considered is not to establish a partnership crowdfunding scheme and continue with the existing discretionary funding pots which will not deliver the same level of impact or funding contribution.

### **Reasons for Recommendation**

26. Brentwood Borough Council is committed to empowering communities and increasing engagement and involvement across the whole borough as it recovers from the effects of Covid-19. The civic crowdfunding platform aims to give residents and community groups the ability to attract funding from their communities, local authority and local businesses in an increasingly challenging financial environment. Civic crowdfunding allows local groups to develop a community project via an online public platform and then seek additional financial support through online pledges. The scheme will build on the successful Brentwood Community Fund, Mental Health Small Grants Scheme, Active Brentwood and Health and Wellbeing Board grant allocations in Brentwood It will allow projects to gain further contributions from a larger pool of people and businesses from match funding.
27. The aim of the scheme is to support local projects and make communities stronger, more connected and more empowered by supporting projects that matter to them. The scheme will enable the Brentwood and Rochford Strategic Partnership to support the priorities of the local communities in their own geographical areas.
28. Allows both the public and businesses to pledge alongside the Council to support projects or initiatives.
29. Recognised by NESTA (UK's innovation agency for social good) as delivering high impact empowered communities and the funding of projects that otherwise would not have happened.
30. The platform also provides good opportunities to create greater community cohesion across the Borough.

### **Consultation**

31. Consultation has been undertaken with officers at Rochford District Council and Councillors and a separate report is going to Rochford District Council Executive Group for their approval. Consultation has also been undertaken with AXIS and Seven Arches Investment Limited (SAIL) who each contribute £20,000 to the Brentwood Community Fund.

### **References to Corporate Plan**

32. The Civic crowdfunding platform supports Brentwood Council's Corporate Priorities; Growing our Economy; Protecting our Environment; Developing Our Communities; Improving our Housing; and Delivering Effective and Efficient Services to our residents.

## **Implications**

### **Financial Implications**

**Name/Title: Jacqueline Van Mellaerts, Corporate Director (Finance & Resources)**  
**Tel/Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk**

33. The contract for Spacehive to run the scheme would ensure that staffing resources across the partnership were minimised, however there would still be contractual monitoring alongside payment authorisations. Some additional promotion of the scheme would be required which could be incorporated within existing resources.
34. As detailed in section 21, costs per annum for a two-year contract will be £30,000 which includes the product suite, activation and operational management of funding rounds, account management and building local support ecosystem which includes both authorities so a commitment of £15,000 per authority per year for the next two years.
35. If the Council is utilising the Brentwood Community Fund as the initial funding pot, the Council will need to get agreement from both AXIS and SAIL as they also currently contribute to the Community Fund. Both organisations have been formally written to get their agreement in principle.
36. It is proposed that the platform will go live from 1 April 2023 and costs to establish the Brentwood platform for 2023/24 will be met from the UK Shared Prosperity Fund allocation.
37. If Rochford District Council agree to the proposal, then Brentwood Borough Council will contract Spacehive on behalf of both authorities.

### **Legal Implications**

**Name & Title: Steve Summers, Strategic Director and Interim Monitoring Officer**  
**Tel & Email: 01277 312500/steve.summers@brentwood.rochford.gov.uk**

38. The Localism Act 2011 includes a 'general power of competence'. This gives local authorities the legal capacity to award grants for projects of benefit to the local community.

39. Any contractual arrangement with Spacehive will be reviewed along with the process and the criteria for the Crowdfunding Scheme. This is to ensure that these arrangements are robust, lawful and protect the Council from risk.
40. The contract with Spacehive is a two-year contract with the option to extend for another year or two. The contract can be terminated at any time by giving three months' notice prior to the forthcoming year. The scheme will be kept under review and officers will monitor the outcomes of the projects supported.
41. Spacehive is the only dedicated civic crowdfunding platform provider on the Government's G Cloud 12 procurement framework
42. Spacehive is fully compliant with data protection law and the Data Protection Officer will be consulted during this project.
43. The agreement will also need to be agreed by Rochford District Council.

### **Economic Implications**

**Name/Title: Phil Drane, Director of Place**

**Tel/Email: 01277 312610/philip.drane@brentwood.rochford.gov.uk**

44. The civic crowdfunding platform offers an opportunity for community and business to develop initiatives that support the development of place and growing our economy.

### **Equality and Diversity Implications**

**Name/Title: Kim Anderson, Corporate Manager, Communities Leisure and Health**

**Tel/Email: 01277 312500/kim.anderson@brentwood.gov.uk**

45. The Public Sector Equality Duty applies to the Council when it makes decisions. The duty requires us to have regard to the need to:
  - a. Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful
  - b. Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - c. Foster good relations between people who share a protected characteristic and those who do not include tackling prejudice and promoting understanding.
46. The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, gender, and sexual orientation. The Act states that 'marriage and civil

partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).

47. The proposals in this report will not have a disproportionate adverse impact on any people with a particular characteristic and will provide positive benefits to some of these groups to maximise support for community projects and initiatives.
48. The Civic Crowdfunding platform provides a platform for local groups, charities and good causes to raise funds, many of which will support residents across a number of protected characteristics

### **Health Implications**

**Name & Title: Jo Cory, Corporate Health Improvement Officer**

**Tel & Email: 01277 312500 / [jo.cory@brentwood.gov.uk](mailto:jo.cory@brentwood.gov.uk)**

49. A crowdfunding scheme will enable support to be provided to community groups across the Borough to support communities with health, wellbeing, resilience, COVID recovery and wider issues.

### **Risk Management Implications**

50. The civic crowdfunding platform enables each local authority to allocate funding to viable projects, which will potentially de-risks the allocation of funding to third party organisations who may not be able to deliver projects as they have not considered all the costs, resources and the timescales to deliver them.

### **Background Documents**

None



# Agenda Item 7

<b>Committee:</b> Community, Environment and Enforcement Committee	<b>Date:</b> 19 <sup>th</sup> September 2022
<b>Subject:</b> Shenfield War Memorial consultation	<b>Wards Affected:</b> Shenfield
<b>Report of:</b> Jacqueline Van Mellaerts – Corporate Director (Finance & Resources)	<b>Public</b>
<b>Report Author/s:</b> Name: Adrian J Tidbury – Project Manager, Facilities Management Telephone: 01277 312500 E-mail: adrian.tidbury@brentwood.gov.uk	<b>For Decision</b>

## Summary

The Council is responsible for the management and maintenance of the Shenfield War Memorial located at the junction of the A1023 Shenfield Road and Middleton Hall Lane.

This report seeks the committee's approval to undertake a public consultation seeking the views of the people of Brentwood to a proposal for the removal of the existing planting beds around the memorial and to extend the paving area thus increasing the available space for those attending the services and events at the memorial.

## Recommendation(s)

**Members are asked to:**

**R1. That a full public consultation be carried out seeking the views of the people of Brentwood in support of the proposal.**

## Main Report

### **Introduction and Background**

1. Members will be aware of the Shenfield War Memorial set in place to remember those fallen during WW1 and WW2. Additionally, a further Memorial and two Commemorative Benches for those fallen in recent

conflicts since 1946, have recently been added as has a memorial for Sgt William Merrifield VC.

2. The Urban District Council in 1919 formed a committee comprised of representatives from the Brentwood, Great Warley, Little Warley, Shenfield and South Weald districts to raise funds for a memorial hospital extension and the Shenfield War Memorial. The Hospital Memorial Extension was opened on 29<sup>th</sup> January 1921 and the Shenfield War Memorial unveiled on 9<sup>th</sup> October 1921. The scheme was publicly announced in July 1919 and each district took it upon itself to raise the necessary funds to pay for both memorials with the task subdivided within each parish so that the whole neighbourhood would be canvassed. It is documented that as a result practically every household in the area was consulted and as a result sufficient funds were raised for both schemes.

3. The Shenfield War Memorial remains a significant poignant asset of the Borough of Brentwood held in high regard as shown with the large numbers of public support attending events.

4. Members will be aware of the well supported Remembrance Services with over 1,000 generally forming the parade along with the standard bearers' dignitaries and wreath layers negotiating the limited space available within the memorial site itself.

5. The memorial is maintained by the Council in terms of the planting of the three flower beds which takes place generally in the lead up to the remembrance Service. Prior to that the planting beds generally remain unplanted. Over recent years significant sums have been spent on the repairs and maintenance to the original stonework resulting in one of the best kept memorials in the area.

6. The Leader of the Council has requested that officers review the situation with a view to removing the planting beds and the existing 'crazy' paving around the memorial and replace with a large circular paving area whilst relocating the two recent memorials and benches to the corners and retaining a small area of planting to accommodate the WW1 silhouette within a bed of poppies or other suitable planting thus removing a significant part of the council's regular flower bed maintenance responsibility.

### **Issue, Options and Analysis of Options**

7. Officers have drafted a number of possible designs which have incorporated advice from a local architect and the contractors Bakers of Danbury who have undertaken the maintenance and repairs to the Memorial site over many years and are experienced in working with this type of asset.

8. The Royal British Legion have also been consulted and are keen to progress the suggested ideas. They have indicated that they would like to

undertake a fund-raising project after this year's Poppy Appeal, so as not to detract from that important national fund raising event.

9. The existing design of the Shenfield War memorial and its surrounds are what the people of the Urban District of Brentwood at the time considered to be the appropriate form of a memorial for those lost initially in WW1 and later in WW2. It is unknown whether the crazy paving was laid at that point or whether it was laid at the time that the WW2 name plaques were installed post WW2. Either way, this is a memorial for the people of Brentwood for their relatives lost in those conflicts and any changes to the memorial that they put in place should clearly be approved by those relatives remaining today and the people of Brentwood. It is in this respect that a public consultation is carried out to approach the public sensitively with any objections that may be received and seek their support for the improvements.

10. Various options have been discussed with regards to funding for the potential project and a number of sources have been approached, such as the War Memorial Trust and Brentwood School.

11. Following the results of the public consultation, the Council can then determine, what design and therefore financial contribution is required. Final financial proposals will be brought back at a future Policy, Resources & Economic Development Committee.

### **Reasons for Recommendation**

12. To seek the committee's approval to undertake a public consultation seeking the views of the people of Brentwood to a proposal for the removal of the existing planting beds around the memorial and to extend the paving area thus increasing the available space for those attending the services and events at the memorial.

### **Consultation**

13. Initial consultation has taken place with the Royal British Legion who are in support of the principle. A wider public consultation forms the basis of this report.

### **References to Corporate Plan**

14. Support, strengthen and sustain communities, whilst investing in community facilities to support a growing population.

### **Implications**

#### **Financial Implications**

**Name/Title: Jacqueline Van Mellaerts, Corporate Director (Finance & Resources)**

**Tel/Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk**

15. There are no direct financial implications arising from this report. Production of the consultation will be met from existing resources, and final proposals of the project will be considered at a future Policy, Resources & Economic Development Committee.

**Legal Implications**

**Name/Title: Steve Summers, Strategic Director, Interim Monitoring Officer**  
**Tel & Email: 01277 312500/steve.summers@brentwood.rochford.gov.uk**

16. There are no direct legal implications arising from this report.

**Economic Implications**

**Name/Title: Phil Drane, Corporate Director of Place**  
**Tel/Email: 01277 312500/philip.drane@brentwood.rochford.gov.uk**

17. There are no direct economic implications arising from this report.

**Equality and Diversity Implications**

**Name/Title: Kim Anderson, Partnerships, Leisure & Funding Manager**  
**Tel/Email: 01277 312634/kim.anderson@brentwood.gov.uk**

18. None

**Background Papers**

None

## **Terms of Reference Community, Environment & Enforcement Committee**

1. The functions within the remit of the Community, Environment and Enforcement Committee are set out below:
2.
  - a) Community and Localism Initiatives including Assets of Community Value
  - b) The Voluntary Sector and community partnerships
  - c) Leisure and cultural initiatives.
  - d) Parish Council liaison
  - e) Health and Wellbeing
  - f) Grants to organisations/voluntary organisations.
  - g) Parks, open spaces, countryside, allotments
  - h) Environmental Health
  - i) Environmental nuisance and pollution controls
  - j) Other miscellaneous powers enforced by Environmental Health
  - k) Food safety and health and safety
3. To take the lead on community leadership and consultation with stakeholders.
4. Waste management, refuse collection and recycling
5. Environmental improvement schemes
6. The quality of the public realm, including street services and grounds maintenance
7. Highway matters that are the responsibility of the Borough Council (including highway closures under the Town Police Clauses Act 1847) and drainage
8. Public conveniences
9. Cemeteries and closed churchyards
10. Unlawful incursions
11. Operational facilities management (including maintenance) of the Town Hall and the Depot
12. Oversee and monitor the enforcement activities of the Council
13. Community Safety (including Community Safety Partnership) and CCTV
14. To implement working parties as required.

This page is intentionally left blank

## **Members Interests**

Members of the Council must declare any pecuniary or non-pecuniary interests and the nature of the interest at the beginning of an agenda item and that, on declaring a pecuniary interest, they are required to leave the Chamber.

- **What are pecuniary interests?**

A person's pecuniary interests are their business interests (for example their employment trade, profession, contracts, or any company with which they are associated) and wider financial interests they might have (for example trust funds, investments, and asset including land and property).

- **Do I have any disclosable pecuniary interests?**

You have a disclosable pecuniary interest if you, your spouse or civil partner, or a person you are living with as a spouse or civil partner have a disclosable pecuniary interest set out in the Council's Members' Code of Conduct.

- **What does having a disclosable pecuniary interest stop me doing?**

If you are present at a meeting of your council or authority, of its executive or any committee of the executive, or any committee, sub-committee, joint committee, or joint sub-committee of your authority, and you have a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, you must not :

- participate in any discussion of the business at the meeting, of if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business or,
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

- **Other Pecuniary Interests**

Other Pecuniary Interests are also set out in the Members' Code of Conduct and apply only to you as a Member.

If you have an Other Pecuniary Interest in an item of business on the agenda then you must disclose that interest and withdraw from the room while that business is being considered

- **Non-Pecuniary Interests**

Non –pecuniary interests are set out in the Council's Code of Conduct and apply to you as a Member and also to relevant persons where the decision might reasonably be regarded as affecting their wellbeing.

A 'relevant person' is your spouse or civil partner, or a person you are living with as a spouse or civil partner

If you have a non-pecuniary interest in any business of the Authority and you are present at a meeting of the Authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest whether or not such interest is registered on your Register of Interests or for which you have made a pending notification.