

Report to Ordinary Council – 26 June 2019

Committee: Community and Health

Committee Chair: Cllr Cliff Poppy

Leisure Strategy

King George's Playing Fields

As part of the annual budget setting Members agreed an allocation of £7m to be used for the improvements to King George's Playing Fields. Whilst the monies were allocated it was recommended that a full business plan be submitted to committee for agreement. This will be presented to Policy, Resources and Economic Development on 10 July 2019 to agree the draw down of monies.

Three pre-app planning meetings have taken place and it is expected that a planning application will be submitted in September 2019 to be considered at December 2019 Planning Committee.

Meetings have taken place with contractors for the pavilion building, the outdoor adventure play and the new splash pad facility and preferred contractors have been appointed.

Officers have also met with Short Breaks who provide funding for inclusive equipment.

Play Area Strategy

Works on the installation of the outdoor gym in Warley Playing Fields are nearing completion.

The contractor for Courage's Playing Fields toddler play area has been appointed and works are due to start X.

Officers are preparing the tender document for a 3 + 2 year contract for the design, supply and installation of play equipment for 7 sites across the borough which is proposed to go live in June and the awarding of the contract in September 2019. The play area improvement programme is set out as follows:

Site	Year	Allocated budget
King George's Playing Fields – Toddler area	2019/20	£150,000
King George's Playing Fields – Junior	2020/21	£150,000
King George's Playing Fields – Senior	2021/22	£600,000

River Road -whole play area	2019/20	£150,000
Hutton Recreation	2020/21	£250,000
North Road- whole play area	2021/22	£175,000
Crescent Road – new play area developed	2022/23	£250,000
Ingrave Johnson – whole play area	2022/23	£100,000
Bishops Hall – Infant and Junior	2023/24	£175,000
		£2,000,000

Football Hub – Brentwood Centre site

It was identified in the Play Pitch Strategy and the Local Football Facilities Plan for Brentwood that there was a requirement for an additional 3G AGP pitch in Brentwood . The Brentwood Centre site was identified as a key site for the development of a football hub to support community football in Brentwood. This development is closely linked to the King George’s Playing Fields improvements.

If adult football is moved to the football hub at the Brentwood Centre and it is just junior football available in King George’s then the requirement for changing facilities in the pavilion can be reduced.

The fees to undertake the football feasibility can be included as part of any match funding required by the Football Foundation. These costs are within the business plan for the King George’s Playing Fields improvements.

Community Halls

Tender documents for the Council’s community halls have been finalised and officers are working with the Assets team to determine what external and internal works need to be carried out on the halls so that these can be programmed in before any new halls management contracts are issued.

Larkins Playing Fields

A report will be coming to Community and Health Committee in July to determine a new partnership agreement between the Council and Brentwood Youth AFC.

Health and Wellbeing Board

The Board’s priorities are Mental Health, Ageing Well, Increasing Physical Activity and Reducing Obesity. A new friendship café has been set up at Merrymeade House meeting on the first Monday of every month.

Funding

Mental Health Small Grants Scheme

The Scheme had an £8,000 allocated pot: £5,000 from Brentwood Borough Council and £3,000 from the Health and Wellbeing Board. Applicants could apply for up to £1200. 8 organisations were awarded funding.

Brentwood Community Fund

The Fund was launched in April and will close in September. Applicants can apply for up to £4,000 for a project or initiatives that support the Council's priorities. This year AXIS, the Council's new Housing Repairs and Maintenance contractor, has committed £10,000 towards the pot. A report will come to the December Community and Health Committee to agree the allocation of funding.

Community Development and partnership projects

Active Brentwood - Active Brentwood Sports Awards will take place on 6 November and winners are also put forward to the Active Essex Sports Awards.

Brentwood Art Trail – funded by Brentwood Business Partnership the trail took place from 8-23 June across numerous venues in Brentwood.

Essex Faith Covenant – Brentwood Borough Council has recently signed up to the Essex Faith Covenant which sets out how statutory bodies work with faith organisations to break down barriers and support key priorities of tackling loneliness, social isolation and disadvantage.

Dunton Hills Garden Village Education Project – The master planning for Dunton Hills is in development and one of the work streams is the education project with local schools to have input and influence the future design of the village. The Community Team are taking the lead for this work stream in the development of the overall master plan.

Community Events – Strawberry Fair is on Saturday 15 June and the Council's Family Fun Days will run from Friday 26 July until Friday 30 August. Dates for Lighting Up is Saturday 30 November and Sunday 8 December for Shenfield Christmas Fayre.

Assets of Community Value – Shenfield Library and Ingatestone Library have recently been added to the Council's list of Community Assets.

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Committee: Environment & Enforcement

Committee Chair: Cllr Chris Hossack

CSAS

Corporate Enforcement Team

Another member of the team has successfully passed their Community Safety Accreditation bringing the core team of accredited officers to 7. A further 2 officers from housing have recently completed their training in April which has increased the total number of officers with accreditation within the Council to 15. This includes officers from Community Safety, CCTV, Environmental Health, and Housing. A recent visit was undertaken by Essex Police CSAS Team who have commended the work being undertaken in Brentwood.

Fixed Penalty Notices issued by the Corporate Enforcement Team from Jan 19 – present,

Fixed Penalty Notices Issued (February – present)					
No	Reason	Location	Amount	Amount Paid	Comment
1	Breach of PSPO	Town Centre	£75	£100	Higher amount paid due to late payment
2	Fly-tipping	Warley	£400	£400	Fly-tip at recycle centre
3	Fly-tipping	Ingrave Road	£400	£400	Waste by litter bin (evidence obtained via CCTV)
4	Duty of Care	Warley	£300	O/S	Failure to supply waste transfer notes
5	Breach of PSPO	Town Centre	£75.00	O/S	Busker (not returned)

Fly-tipping

Our work to tackle fly-tipping continues with plans for joint operations with Essex Police and wider partners throughout the coming months. The team have also improved our fly-tipping leaflet to include useful information on Duty of Care. Data shows that the types of fly-tips are predominantly linked to householder's waste and therefore our campaign will focus on residents being aware of their duty of care and that it is a community issue that needs support from residents as much as partners. The campaign to be launched shortly.

Patrols are also continuing across the borough in key hot spot areas. Several investigations are ongoing following evidence obtained which is also encouraging and will be reported on in the Corporate Enforcement Annual Report.

Fly-tipping figures (removed by BBC)

Month	No	Comment
Feb 19	72	An increase of 01 from the previous year
Mar 19	68	An increase of 16 from the previous year
April 19	54	An increase of 14 from the previous year
May 19	48	A decrease of 12 from the previous year
Year to Date	691	An increase of 3 from the previous 12 months

Officers have focused efforts in the most affected areas, and this was recognised by Navestock Parish Council recently with a thank you from the Chair.

Enforcement Opportunity/Support

Six members of the team have now been trained by Essex Police to be able to carry out speed checks. The speed gun is the same as those used by Essex Police and has infrared capability. There have been delays in waiting for Type Approval of the speed gun from the Home Officer. However, this is in the final stages and delivery of the team's speed gun is due shortly along with delegate powers by the Chief Constable of Essex Police for officers to carry out the speed checks. This will enable officers to carry out speed checks in approved areas. Speeding is always a key community safety issue for our communities, so this is a real positive step forward. It will also improve our visibility across the borough including our rural areas.

Abandoned Vehicles info;

Month	Enquiries	Total Removed	BBC Removed	DVLA Removed	Owner Removed
Feb-19	22	3	0	0	3
Mar-19	20	3	0	1	2
Apr-19	24	8	1	2	5
May-19	37	7	0	3	4

Parking on grass verges - Essex Act 1987 notices have been applied to 7 vehicles that were parked illegally where prohibition notices are in force on Chelmsford Road, Rayleigh Road and Coram Green.

Waste presentation issues

- ✓ 28 warning/education letters
- ✓ 3 Section 108 Notices issued (a formal Notice sent to an individual asking for further information. If they do not respond within the given timeframe, they then commit an offence which is punishable through the Courts)
- ✓ 3 Section 46 Notices sent to residents since January (a formal Notice issued to households that have not presented their waste correctly i.e. too early! We can issue a Fixed Penalty if breach for £80, no early payment reduction)

Dedicated Patrols

The team continue to undertake patrols in key locations tackling community issues such as ASB, fly-tipping, nuisance vehicles and enforcing the PSPO. Several of the patrols have been during the evening and weekends alongside Essex Police.

In addition to the usual patrols the team also undertook a joint operation with Essex Police, South Essex Parking Partnership (SEPP) in key hotspot areas. This work will continue and develop.

Corporate Enforcement Newsletter

The first edition of the Corporate Enforcement Newsletter has been published with positive feedback. The distribution is continuing to build, and the next edition is due shortly.

Community Safety

Anti-Social Behaviour - Since January 2018 the following has been achieved:

- There has been a total of 157 cases, 126 are now closed and 31 open.
- 13 Notices of Seeking Possession have been served for a variety of different reasons.
- 10 Acceptable Behaviour Contracts have been signed by tenants regarding their behaviour. Two of which were to Council tenants who had been caught shoplifting in Brentwood High Street.
- 3 injunctions have been sought and granted for threatening behaviour against residents and staff.
- 6 Community Protection Warnings have been served recently. This Includes one to a Landlord for lack of action against their tenants for noxious smells from their property. This has led to the landlord acting and commenced eviction proceedings.

Anti-Social Behaviour is down 18.2% (316 less offences) rolling 12 months to May 2019. This is hugely due to the joint work of the Community Safety Team, Enforcement Team and Essex Police patrolling hotspot areas and having more of a visible presence.

The team also won Team of the Year 2019 which was wonderful and really lifted their spirits and encouraged them to do even better.

This update is just a snapshot of what the Corporate Enforcement Team do. The Annual Report is being compiled and will be going to Environment, Enforcement and Housing Committee in September.

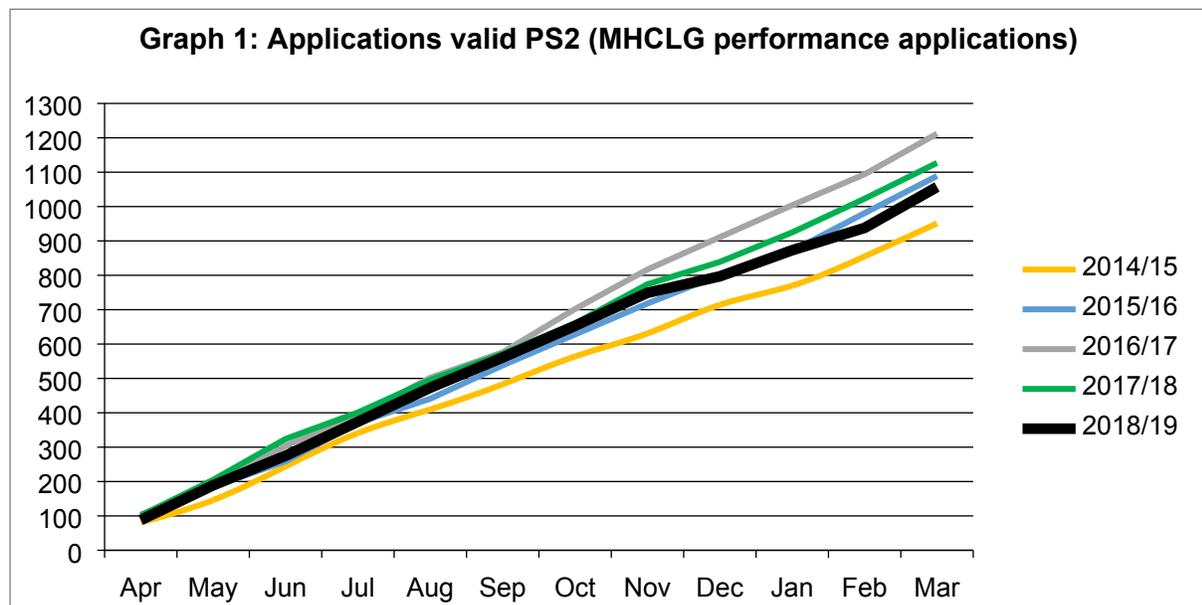
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Committee: Planning and Licensing

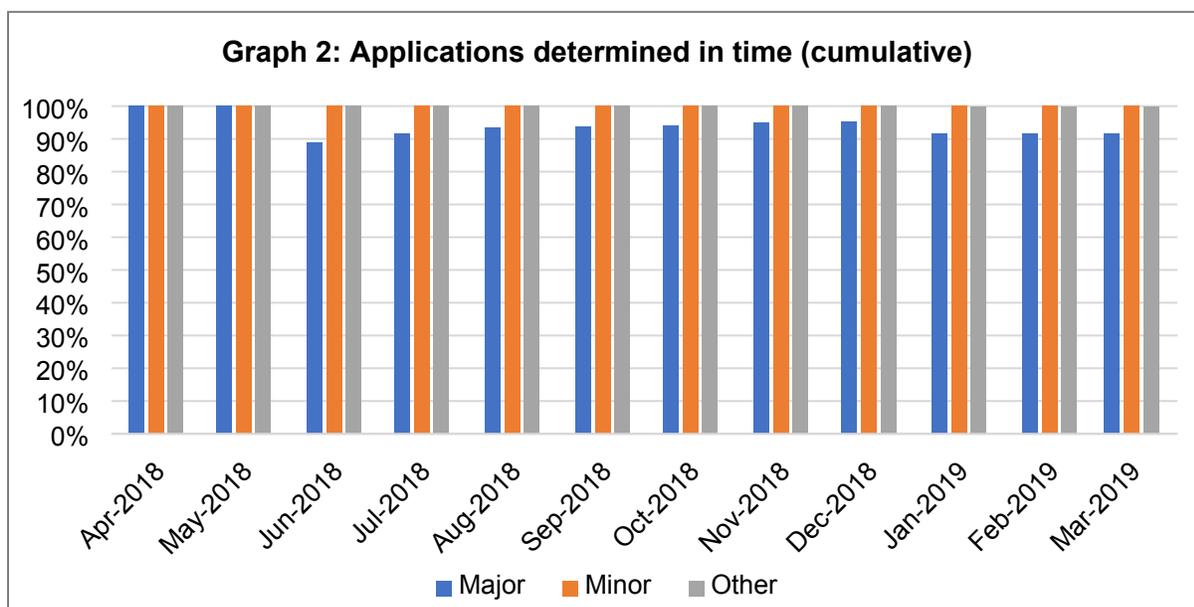
Committee Chair: Cllr Olivia Sanders

Planning Development Management

The total number of all applications (including conditions discharge etc) received was higher than last year (by approximately 3%) and higher than three of the last four years. The narrower measure of applications (FUL, LBC etc) ended 6% down on last year (see Graph 1).



The percentage of planning applications decided within time last year (see Graph 2) remains at the highest levels recorded for the department. The performance in determining applications in a timely manner is currently joint 9th equal best in the country.



Application and appeal performance are comfortably above the national measures for speed and quality introduced last year. Officers continue to focus on ensuring this is the case as those planning authorities that fail those measures risk losing some control over determining applications and possible intervention by the Secretary of State to raise performance. There remains no danger of that occurring in Brentwood Borough although continuing to achieve timely decisions and a good record at appeal remain ongoing priorities to protect the service in the future.

A training session for Councillors took place in June which outlined the duties and scope of what Planning Development Management can do. Further topic-based training sessions are to be scheduled shortly.

Licensing

Licensing sub committees have been kept busy with licence reviews following Illegal worker enforcement visits and a serious incident in the High Street which has seen two licences revoked. The implementation of the new Animal Licensing requirements is well under way with all existing premises now under the new licensing requirements, with many new premises also seeking licences.

It is the intention for reports to come the Licensing Committee that seek to review many of the Taxi licensing policies to ensure they remain robust and in touch with proposed changes to national guidance; as well as a report reviewing street trading across the borough.

Report to Ordinary Council – 26 June 2019

Committee: Policy, Resources and Economic Development

Committee Chair: Cllr James Tumbridge

A new council year has begun and there are a number of large projects that are coming to a conclusion. The Town Hall refurbishment is on track and it is expected that the building will be open to the public in August or September 2019. The Joint Venture procurement was completed and now awaits the final member consideration and in addition to this we will be looking to progress the redevelopment of the King Georges Playing Fields project.

Local Development Plan

The Brentwood Pre-Submission Local Plan (Regulation 19) was approved, subject to amendments, at Extraordinary Council on 8 November 2018. Consultation took place between February and March 2019.

The Plan sets out a vision, strategic objectives, and spatial strategy to achieve sustainable growth in the Borough over the next 15-years, balancing the requirement to meet development needs and maintain our “Borough of Villages” character.

Approximately 1,000 individuals or organisations responded to the consultation with approximately 4,000 representations (individual comments). These are currently being processed so that a response can be made to each and consideration of what modifications and/or additional information are considered necessary prior to submission of the Plan. Submission of the Plan is expected to take place in July and the Examination in Public process beginning thereafter.

An update on the Local Plan and timetable for future stages will be brought to Policy, Resources and Economic Development Committee in July.

Dunton Hills Garden Village

The Council commissioned Design South East to provide an independent design review panel service that will inform the pre-application process of major development proposed in the Local Development Plan, such as Dunton Hills Garden Village. In recent months several workshops have been undertaken with CEG (the main land promoter), as well as other landowners, and key stakeholders. These have included sessions on vision, sustainable transport, socio-economics, design and heritage. These have informed the masterplan for the site, that CEG are producing, which is to be subject to at least two formal Design Review Panel sessions before an application is submitted later this year. The first of the Design Review Panel sessions took place on 5 June. CEG also ran a public exhibition in West Horndon on the same day, which included some initial ideas on the layout of the Garden Village and imagery of viewpoints.

Following approval of the Dunton Hills Garden Village governance framework at Policy, Projects and Resources Committee in March, the inaugural Project Board meeting took place in April and Technical Steering Group meetings have taken place in May and June. The governance framework is designed to be amended as the project changes over time, but focuses on allowing a structure whereby lead members, officers, and key stakeholders can be regularly informed of project progress.

Brentwood Town Centre Design Guide

The Draft Brentwood Town Centre Design Guide was approved for public consultation at Ordinary Council on 5 December 2018. Consultation took place between February and March 2019, alongside the Local Plan.

The Design Guide provides further detail to the Local Plan, to inform development proposals in the Town Centre. This will provide a vital tool in the decision-making process to ensure quality development is achieved with regards to a wide range of design principles.

Consultation took place in line with statutory procedures in order that the Design Guide can be adopted as a Supplementary Planning Document. A total of eight comment forms were received following the consultation period; five from residents, two from other planning authorities (Chelmsford City Council and Essex County Council), and one from the National Federation of the Blind of the UK. These comment forms are currently being processed into individual representations so that a response to each point can be made.

Comments received in response to the Design Guide are to be brought to the LDP Member Working Group for discussion in July before a revised version is brought to Policy, Resources and Economic Development Committee in the Autumn recommending that it be adopted as a Supplementary Planning Document.

Economic Development

The Council's current Economic Strategy 2017-2020 is nearing the end of its life and it will be important to revise economic priorities for years ahead. In line with the terms of reference for Policy, Resources and Economic Development Committee, the Economic Development Team will be working to consider future objectives.

The Council will be running its fourth annual Brentwood Business Showcase on Thursday 31 October at the Brentwood School. The event will include keynote speakers, business workshops, exhibitors and networking opportunities. The Economic Development Team is currently researching themes, speakers and workshop leaders for the 2019 Showcase. Exhibitor registration will open in July and visitor registration will launch in August.

The expected budget for the 2019 Brentwood Business Showcase is £11,000. Revenue of £9,900 is will be generated by sponsorship and exhibitor fees.

