
HUMAN RESOURCES COMMITTEE

29 SEPTEMBER 2015

Present:- Councillor J B Chapman (Vice-Chairman in the Chair), Councillor A P H Baker, Councillor G W J Calver, Councillor J Chittock, Councillor R Everett, Councillor T M Ferguson, Councillor K T King, Councillor A Massey, Councillor M Newton, Councillor A Pemberton, Councillor G G I Scott, Councillor M E Stephenson

Substitute Members:- Councillor M Newton and Councillor R Everett.

Also Present:- Councillor L Bennison

In Attendance:- Corporate Director (Corporate Services) (Martyn Knappett), Human Resources and Business Manager (Anastasia Simpson), IT Manager (John Higgins), Human Resources Operations Manager (Katie Wilkins), Organisational Development Manager (Carol Magnus), Workplace Learning Manager (Debianne Messenger), Democratic Services Officer (Janey Nice) and Unison Branch Chairman (Keith Hurrell)

(7.55 p.m. - 8.30 p.m.)

1. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillors Callender (Chairman), Khan (with Councillor Newton substituting) and Porter (with Councillor Everett substituting).

2. MINUTES OF THE LAST MEETING

The minutes of the last meeting of the Committee held on 26 February 2015 were approved as a correct record and signed by the Chairman.

3. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members at this time.

During consideration of Agenda Item No.5 (Safeguarding Policy – Minute No.5 below refers), Councillor Ferguson declared a non-pecuniary interest in relation to this matter, by virtue of the fact she was responsible for safeguarding within her own working environment within the supported housing sector.

4. CORPORATE MONITORING POLICY

There was submitted a report by the Corporate Director (Corporate Services), which sought the Committee's approval to adopt a new Corporate Monitoring Policy, which would apply to all employees of Tendring District Council and other authorised third parties.

Members were informed that, in order to ensure that the Council's procedures complied with most recent legislation and best practice, the Council had undertaken a review of relevant policies.

Members were reminded that, the previous intranet, internet and email use policies had already been reviewed and had been replaced by a single Information Security Policy, which had been adopted by the Committee at its meeting held on 28 February 2013 (Minute No. 23 to that meeting referred).

It was reported that the Monitoring Policy had now been subjected to review and was now submitted for approval and adoption. Members were advised that, as with other policies, the Monitoring Policy would apply to both full and part-time employees (including home workers), students and trainees, contracted third parties whilst working on Council business, using the Council's IT facilities or authorised remote access from a user's own IT equipment (including agency staff), staff who were seconded, consultants and other staff on placements with the Council. The Policy would apply to all use of the Council's information, technology and telephony services.

The Committee was advised that the changes in the revised Policy included the following:

- Information held in a non-electronic form e.g. paper;
- Access to buildings and secure areas; and
- Provision of a clear process to follow when a need for monitoring was identified.

The Committee was also advised that consultation had taken place with the Council's recognised Trade Union, UNISON.

A Member asked who had access to the Internet and Intranet data being viewed and held on individual Officers and was informed that all of the Internet and Intranet data obtained from the monitoring of its use by Officers was held by a contracted-third party. Mr Higgins informed the Committee that as he could not access an individual's data, when he received a request from Human Resources on an individual's possible misuse of the Council's resources, he would contact the third party who would then look at the data and report back to him.

Following discussion, it was moved by Councillor Scott, seconded by Councillor Ferguson and RESOLVED that:

- (a) The revised Corporate Monitoring Policy, as detailed at Appendix A to the report, be adopted with immediate effect; and
- (b) The Corporate Director (Corporate Services), in consultation with the Asset Management and Corporate Services Portfolio Holder, be authorised to update the Policy with any future legislative and or best practice changes.

5. SAFEGUARDING POLICY

There was submitted a report by the Corporate Director (Corporate Services), which sought the Committee's approval to agree and adopt a revised Corporate Safeguarding Policy. The revised Policy combined the previous Vulnerable Adults and Children's Safeguarding Policies and met the requirements of the Children Act 1989 (Sections 27 and 47) and Children Act 2004 (Sections 10, 11 and 13.) It was reported that the Council's duties included keeping children and young people safe, whilst carrying out all of its functions and taking an active role in the Essex Safeguarding Children's Board and that it also had additional duties under the new Care Act 2014.

It was reported that the Policy had been revised and updated as follows:

- To provide the Council with a combined Vulnerable Adults and Children's Safeguarding Policy;
- To explain the role of Essex County Council as the lead agency for Safeguarding;
- To give guidance about the roles and responsibilities of Officers and individual sections within the Council;
- To ensure that Officers had clarity about the Council's statutory responsibilities;
- The revisions included a section about safer recruitment and the importance of Disclosure and Barring, references and other pre-employment processes;

- A commitment to training Officers so that they had a clear understanding about roles and responsibilities;
- Linkages to the Council's Whistleblowing Policy; and
- Information sharing protocols.

Councillor Ferguson declared a non-pecuniary interest in this item by virtue of the fact she was responsible for safeguarding within her own working environment within the supported housing sector.

In response to a Member's question as to why the Vulnerable Adults and Children's Safeguarding Policies were being merged as Essex County Council had not done this, the Council's Human Resources and Business Manager informed the Committee that it had been noticed, since the last review of the two Policies, that they were both drawing together as safeguarding was both for vulnerable adults and children. She added that she met regularly with the Local Authorities Designated Officer, where serious cases were reviewed and said that it was a combination of best practice and how the Council operated with a joint Strategic Safeguarding Group catering for both children and vulnerable adults.

In response to a Member's question as to whether staff were covered by the new Policy, it was reported that the Policy covered anyone who worked for the Council, including contractors and staff on casual contracts etc. It was noted that the Policy would be looked at annually but would not necessarily come back to Committee on an annual basis as Essex County Council was the lead authority for Safeguarding.

In response to a Member's question with regard to whistleblowing and was there a private and confidential number where staff could raise an issue if they felt they could not talk to a member of the Human Resources Team, it was noted that there was a separate whistleblowing policy where staff were encouraged to talk to Human Resources or the Council's recognised trade union, UNISON, and information was also available on the Council's intranet (Ping), staff noticeboards and in the Staff Handbook. It was also noted that there was access to an external helpline.

Concern was raised when a Member asked if staff, when they logged in, were monitored and informed that this was the case. Members were worried about "Big Brother" monitoring internet use in that an Officer could look up information whilst being tracked. Members were informed that whistleblowing and safeguarding were two separate issues and the Corporate Director (Corporate Services) added that there was a whole range of checks in place before any monitoring could take place.

It was moved by Councillor Scott, seconded by Councillor Ferguson and RESOLVED that:

- (a) The Safeguarding Policy, as detailed at Appendix A to the report, be adopted with immediate effect; and
- (b) The Human Resources and Business Manager, in conjunction with the Strategic Safeguarding Group, be authorised to update the Policy with any future legislative and or best practice changes.

6. MATERNITY POLICY

There was submitted a report by the Corporate Director (Corporate Services), which sought the Committee's approval for the implementation of an updated Maternity Policy, providing statutory guidance to employees and managers on updated legislation.

The Committee was informed that the Children and Families Act 2014 and the Paternity and Adoption Leave Regulations 2014, had introduced increased family rights for employees. It was reported that some elements of those Regulations, which related to

maternity and adoption rights, had become effective from 5 April 2015 and this new legislation had provided greater flexibility for parents to balance work and family life. It was noted that these elements also extended those rights to foster and surrogate parents.

It was reported that new rights under the Regulations included:

- The right to ordinary paternity leave and pay, adoption leave and pay and shared parental leave and pay, to parents who had a child through a surrogacy arrangement or a 'foster to adopt' arrangement;
- The right to statutory adoption leave for foster parents who were prospective adopters, and paternity leave for partners of those prospective adopters;
- The removal of a qualifying period for adoption leave;
- The partner of the pregnant woman, who should be their husband or civil partner and the father of the expected child, was eligible to take time off work to accompany the employee at up to two antenatal appointments.

Members were advised that, in addition to this legislation, the Council had introduced:

- A qualifying period of 26 weeks, in line with maternity legislation, for employees to undertake fertility treatment;
- Providing paid time for partners attending up to two antenatal appointments, capped at 3.5 hours per appointment; and
- A qualifying period of 26 weeks, in line with statutory paternity pay, for the first week of full pay, as currently offered by the Council.

It was moved by Councillor Pemberton, seconded by Councillor Scott and RESOLVED that:

- (a) The Maternity Policy, as detailed at Appendix A to the report, be adopted with immediate effect; and
- (b) The Human Resources and Business Manager be authorised to update the Policy with any future legislative and or best practice changes.

7. STAFF STATISTICS REPORT

There was submitted a report by the Corporate Director (Corporate Services), which provided the Committee with updated and current staffing statistics including:

- (1) Number of Staff Employed – Full-Time and Part-Time;
- (2) Gender Profile;
- (3) Age Profile;
- (4) Disability Profile;
- (5) Ethnicity Profile; and
- (6) Sickness Absence.

The Corporate Director (Corporate Services) said that these figures would be included for discussion at each meeting of the Human Resources Committee.

It was moved by Councillor Ferguson, seconded by Councillor Scott and RESOLVED that the contents of the report be noted.

8. BRIEFING PAPER - AMENDMENTS TO CONSTITUTION - CHANGES TO THE OFFICER EMPLOYMENT PROCEDURE RULES

There was submitted a report by the Corporate Director (Corporate Services), which:

- Informed the Committee of the recommendations approved by Council, at its meeting held on 7 July 2015, implementing the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015, which had come into force on 11 May 2015 and had introduced new arrangements for dealing with disciplinary cases involving the Council's Statutory Officers (Head of Paid Service, Chief Finance Officer and the Monitoring Officer ("the relevant officers"));
- Informed the Committee of changes approved by Council, at the aforementioned meeting, to the Officer Employment Procedure Rules (Part 5 of the Constitution) to give effect to those new disciplinary arrangements;
- Advised the Committee that it would form the membership of the Independent Advisory Panel, together with the Council's Independent Persons, to consider potential dismissal of the relevant officers, as required, and in accordance with the above Regulations; and
- Made the Committee aware that the Monitoring Officer would make any further changes to bring the Constitution fully into line with the relevant Regulations, in consultation with the Human Resources and Business Manager, relating to the Council's Statutory Officers.

The Human Resources and Business Manager informed the Committee that this item was introduced as a briefing item only to inform Members and to make them aware as this would be updated as legislation changed when disciplinary or dismissal cases were conducted.

It was moved by Councillor Everett, seconded by Councillor Pemberton and RESOLVED that the Committee notes:

- (a) The contents of the Report and the legislative requirement to amend the Council's Standing Orders (Rules of Procedure) to make changes to the disciplinary procedure in relation to the Council's Statutory Officers;
- (b) That it will form the Independent Advisory Panel under the Regulations, together with the Council's Independent Persons;
- (c) The amended Officer Employment Procedure Rules, as set out in Appendix A to the report; and
- (d) That the Human Resources policies and procedures will be amended to reflect any changes required based on the principles in the Officers' report.

9. TIME OFF AND FACILITIES TIME AGREEMENT

The Committee was aware that Councillor Griffiths had previously declared a non-pecuniary interest in this item, as detailed in minute 20 above.

There was submitted a report by the Corporate Director (Corporate Services), which sought the Committee's approval to update the Council's Time Off and Facilities Agreement for Trade Union Duties and Activities. The previous document had been produced in 2002 and following legislative and structural changes within the organisation, UNISON and Human Resources had jointly revised and updated the policy to reflect current working practices.

RESOLVED that:

(a) the Time Off and Facilities Agreement for Trade Union Duties and Activities, as detailed at Appendix A to item A.4 of the Report of Corporate Director (Corporate Services), be adopted with immediate effect; and

(b) the Corporate Director (Corporate Services) be authorised to update the Agreement with any future legislative and/or best practice changes.

10. NO SMOKING POLICY

There was submitted a report by the Corporate Director (Corporate Services), which presented to the Committee a proposed updated No Smoking Policy.

The Committee was advised that:

- The Health Act 2006 had required that all work places be smoke free by 1 July 2007, however, the legislation had not included electronic cigarettes;
- This Council had introduced a No Smoking policy in June 2007;
- The use of electronic cigarettes had increased since the mid- 2000s through increased marketing and online sales as an aid to reducing or quitting smoking;
- Guidance from the British Medical Association (BMA) stated that there was no evidence that electronic cigarettes were safe or effective and they had advised prohibiting them in the workplace as second hand exposure to the vapour exhaled by the user undermined smoking preventions and cessation; and
- The revised policy therefore included a ban on electronic cigarettes being used in this Council's workplaces.

RESOLVED that:

(a) the revised No Smoking Policy, as detailed at Appendix A to item A.5 of the Report of Corporate Director (Corporate Services), be adopted with immediate effect; and

(b) the Corporate Director (Corporate Services) be authorised to update the Policy with any future legislative and/or best practice changes.

11. ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

There were none.

12. THE LATE COUNCILLOR M J BRAGG

The Chief Executive formally reported with sadness the death of Councillor Mary Bragg. Notice of the vacancy in the St Bartholomew's Ward would be given shortly.

The Chief Executive reminded Members that the cortege for Mary Bragg's funeral would be leaving her house at 1.30 p.m. on Friday 10 February and would pass by the front of the Town Hall in Clacton-on-Sea shortly thereafter. He requested of anyone who wished to pay their respects that they should be outside the front of the Town Hall shortly after 1.30 p.m. Councillor Bragg's funeral would then take place at 2.00 p.m. at Weeley Crematorium.

Council noted the foregoing.

13. PETITIONS

In accordance with the provisions of Council Procedure Rule 35 the Chief Executive formally reported the receipt of petitions in respect of the following:-

- (i) Review of the Council's Cash Collection Service
- (ii) Land Exchange and Disposal at The Hangings, Dovercourt

Council noted the foregoing.

14. URGENT NEED FOR ROAD SAFETY MEASURES ON THE ENTIRE LENGTH OF THE A120 FROM HARE GREEN TO RAMSEY

The Council had before it for its consideration the following motion, notice of which had been given by Councillors Nicholls and Heaney pursuant to Council Procedure Rule 16:-

"That this Council

- is appalled that another serious accident has occurred on the A120, this time involving a double decker bus full of school children,
- recognises that plans are currently being drawn up by the Highways Agency to improve safety on the A120 and calls on the Highways Agency to urgently review safety on the entire length of the A120 from Hare Green to Ramsey and to publish its plans for improvements as soon as possible,
- demands that the Highways Agency take urgent action to immediately reduce the speed limit and introduce such other safety measures as are possible to reduce the risk of further such incidents,
- calls on the County Council and local Members of Parliament to support this motion and to do everything possible to ensure that the A120 is made safe for all road users, especially children travelling home from school."

Councillor Candy declared a personal interest in the subject matter of this item insofar as she was also a County Councillor for the Tendring Rural West division.

Councillor Nicholls moved the motion and Councillor Heaney seconded the motion.

The Chairman informed Members that it was his intention to allow the motion to be dealt with at this meeting.

Councillor Nicholls' motion on being put to the vote was declared unanimously CARRIED.

15. MEMBERS' PERSONAL AND PREJUDICIAL INTERESTS

At the beginning of this new Municipal Year, Members were reminded of their obligations regarding "personal" and "prejudicial" interests. Those were contained in the Members' Code of Conduct which had been adopted by the Council on 26 June 2007 and which were set out in the Council's Constitution. Members were also reminded of the need to ensure that their Register of Interest forms were kept up-to-date.

It was moved by Councillor Stock, seconded by Councillor Talbot and:-

RESOLVED – That Members note the obligations contained in the Members' Code of

Conduct and act accordingly.

16. ANNUAL REVIEW OF THE SCHEME OF MEMBERS' ALLOWANCES BY THE INDEPENDENT REMUNERATION PANEL

The Council had before them a report that submitted for their approval a scheme of Members' Allowances based on the recommendations of the Independent Remuneration Panel.

The Chairman of the Independent Remuneration Panel (Mr Frederick Abbott) attended the meeting and answered Members' questions.

Attached as Appendix 'A' to item A.3 of the Report of the Head of Financial Services for the Council's consideration was the Independent Remuneration Panel's report on their review of Members' Allowances.

Members had circulated to them the Conservative Group's amendment to the recommendations contained in Appendix 'A' to item A.3 of the Report of the Head of Financial Services.

Having had regard to the report and the recommendations of the Independent Remuneration Panel, together with the amended recommendations which had been circulated, it was moved by Councillor Halliday, seconded by Councillor Stock and:-

RESOLVED - (a) That the allowances recommended by the Independent Remuneration Panel, as set out in its report to the Council be approved except that:-

- i. The Special Responsibility Allowance for the Chairman of the Scrutiny Committee be deleted following the removal of that Committee.
- ii. The Special Responsibility Allowance for the Deputy Leader of the Council (both with and without Portfolio) be deleted as it is not considered appropriate to add this additional allowance in a period of financial austerity.
- iii. The allowances for the Chairman and Vice-Chairman of the Council be set at £6,070 and £2,140 respectively and are not increased by inflation to bring them in line with the other member allowances.
- iv. The Chairman and Vice-Chairman of the Council are not able to claim both the Chairman or Vice-Chairman allowance and a Special Responsibility Allowance. If any member is entitled to claim both the Chairman or Vice-Chairman of the Council allowance and Special Responsibility Allowance(s) only the higher allowance will be payable.

(b) That the Council adopts a principle of indexing of allowances for the following three years, and that Tendring District Council Members' Allowances commencing in May 2012, May 2013 and May 2014 be increased in each of those years in accordance with the officers' agreed pay award commencing in April of each of those respective years and that the same principle of indexation be recommended to the Tendring Parish Councils in each of those years. In the event that the officers' pay award is settled after 1st April in any year, the subsequent Members Allowances be calculated and paid backdated to 1st of May in that municipal year.

(c) That subsequent to (b) above Council does not wish the Independent Remuneration Panel to meet prior to the Annual Council Meetings in 2012, 2013 and 2014 but requests that a full review is undertaken and report prepared in relation to the district and parish schemes of allowances to commence on 1 May 2015.

(d) That Officers bring forward to a future Council meeting a report on the options for

the provision of an Independent Remuneration Panel following the expiry of the term of appointment of the current members of the Tendring District Council Independent Remuneration Panel.

(e) That the separate Broadband Allowance ceases to be paid with effect from 1 May 2011.

(f) That the Council's Scheme of Members' Allowances incorporated in Part 7 of the Constitution be amended accordingly and to reflect Council's decisions and that the approved amended Scheme Allowances be advertised as required by the Regulations.

(g) That in accordance with the approval given for the last three years, the Chairman and Vice-Chairman of the Council continue to be allowed to claim reimbursement in respect of in-district mileage when attending functions and duties in accordance with the remit set out in the Constitution, the mileage rate to be the same as that paid for general approved duties.

17. OVERVIEW AND SCRUTINY COMMITTEES: PROPOSED WORK PROGRAMME FOR 2011/2012 AND A REVIEW OF THE WORK CARRIED OUT DURING THE PERIOD APRIL 2010 TO MARCH 2011

The Council considered a report which sought their approval to a proposed work programme for the Community Leadership and Partnerships Committee, the Corporate Management Committee and the Service Development and Delivery Committee for the 2011/2012 Municipal Year and which reviewed the work carried out by those Committees and the Scrutiny Committee during the period April 2010 to March 2011.

RESOLVED - That the proposed work programmes for the Community Leadership and Partnerships Committee, the Corporate Management Committee and the Service Development and Delivery Committee for the 2011/2012 Municipal Year and the review of the work carried out by those three committees and the Scrutiny Committee in the period April 2010 to March 2011, as set out in Appendices "A4A" and "A4B" to item A.4 of the Reference from Committees, be approved.

18. PROGRAMME OF MEETINGS: 2011/2012 MUNICIPAL YEAR

The Council gave consideration to a proposed timetable of meetings of the Council, the Audit Committee, the Community Leadership and Partnerships Committee, the Corporate Management Committee, the Council Tax Committee, the Planning Committee and the Service Development and Delivery Committee for the 2011/2012 Municipal Year.

RESOLVED - That the programme of meetings for the Council, the Audit Committee, the Community Leadership and Partnerships Committee, the Corporate Management Committee, the Council Tax Committee, the Planning Committee and the Service Development and Delivery Committee, as set out in the Appendix to item A.5 of the Reference from Cabinet, be approved.

19. SUB-COMMITTEES OF THE LICENSING AND REGULATORY COMMITTEES AND THEIR CHAIRMEN AND VICE-CHAIRMEN

To avoid the need for formal meetings of the Licensing and Regulatory Committees to be held to appoint their Sub-Committees and the Chairmen and Vice-Chairmen of those Sub-Committees:-

It was moved by Councillor Stock, duly seconded and:-

RESOLVED – (a) That the Appeals Sub-Committee be, and is, hereby appointed and that the members thereof for the 2011/2012 Municipal Year be as follows:-

Councillor Aldis
Councillor Bragg
Councillor S A Honeywood
Councillor Nicholls
Councillor Platt
Councillor Simons

(b) That Councillor S A Honeywood be elected Chairman of the Appeals Sub-Committee for the 2011/2012 Municipal Year.

(c) That Councillor Platt be appointed Vice-Chairman of the Appeals Sub-Committee for the 2011/2012 Municipal Year.

(d) That the Licensing (General Purposes) Sub-Committee be, and is, hereby appointed and that the members thereof for the 2011/2012 Municipal Year be as follows:-

Councillor Casey
Councillor De-Vaux Balbirnie
Councillor Downing
Councillor Fawcett
Councillor V E Guglielmi
Councillor Powell
Councillor Pugh
Councillor Skeels

(e) That Councillor Downing be elected Chairman of the Licensing (General Purposes) Sub-Committee for the 2011/2012 Municipal Year.

(f) That Councillor Fawcett be appointed Vice-Chairman of the Licensing (General Purposes) Sub-Committee for the 2011/2012 Municipal Year.

(g) That Premises/Personal Licences Sub-Committee 'A' be, and is, hereby appointed and that the members thereof for the 2011/2012 Municipal Year be as follows, with the appointment of a third member from the Labour Group, which appointment to be dealt with by the Chief Executive in accordance with the authority delegated to him to appoint a member at the request of the Group Leader:-

Councillor Downing
Councillor Powell

(h) That Councillor Downing be elected Chairman of the Premises/Personal Licences Sub-Committee 'A' for the 2011/2012 Municipal Year.

(i) That Premises/Personal Licences Sub-Committee 'B' be, and is, hereby appointed and that the members thereof for the 2011/2012 Municipal Year be as follows:-

Councillor V E Guglielmi
Councillor G L Mitchell
Councillor Shearing

(j) That Councillor V E Guglielmi be elected Chairman of the Premises/Personal Licences Sub-Committee 'B' for the 2011/2012 Municipal Year.

(k) That Premises/Personal Licences Sub-Committee 'C' be, and is, hereby appointed and that the members thereof for the 2011/2012 Municipal Year be as follows:-

Councillor De Vaux-Balbirnie
Councillor Fawcett
Councillor Platt

(l) That Councillor Platt be elected Chairman of the Premises/Personal Licences Sub-Committee 'C' for the 2011/2012 Municipal Year.

20. TENDRING DISTRICT LOCAL PLAN PREFERRED OPTIONS CONSULTATION

Council's approval was sought in respect of the Tendring District Local Plan Preferred Options Consultation.

The Local Plan Committee had considered the consultation document at its meeting held on 9 June 2016 and Council had before it the Committee's recommendations.

Council also had before it a report of the Head of Planning Services which informed Members of major as well as minor changes to the consultation documents in order to make the Plan up-to-date prior to public consultation and to be consistent in not allocating sites for housing which had been refused permission. Some of those changes were a result of decisions made by the Planning Committee at its meeting held on 14 June 2016. The changes had been made to the Plan attached as Appendix A to the report of the Head of Planning Services and a schedule of those changes was provided in Appendix C thereto.

Members had had circulated to them prior to the commencement of the meeting amended maps in relation to Great Bentley and Frinton, Walton, Kirby-le-Soken, Kirby Cross and Great Holland. Those maps had been altered as a result of the recent refusal of related planning applications.

Councillor Stock, Chairman of the Local Plan Committee, thanked the Members of that Committee and the Officers, particularly the Head of Planning Services (Cath Bicknell) and the Planning & Regulation Manager (Simon Meecham), for their hard work and dedicated effort in getting the Local Plan to its current position. He also thanked the members of the public and representatives of parish councils who had participated in the public speaking scheme at meetings of the Local Plan Committee.

Councillors Stock, Turner, Scott, Winfield, Parsons, Stephenson, Calver, Bray, V E Guglielmi, Howard, G V Guglielmi, Coley, Broderick and M Brown participated in the debate.

It was moved by Councillor Stock, seconded by Councillor Turner and RESOLVED that Council:

(a) approves the content of the Tendring District Local Plan Preferred Options consultation document, attached as Appendix A to the Report of the Head of Planning Services, which incorporates the changes set out in Appendix C thereto and including the amended maps for Great Bentley and Frinton, Walton, Kirby-le-Soken, Kirby Cross and Great Holland, as circulated, for public consultation for a period of eight weeks;

(b) delegates authority to the Head of Planning Services, in consultation with the Chairman of the Local Plan Committee, to make minor amendments to the text of the Local Plan consultation documents up to the point of publication for consultation purposes. Such amendments are to be circulated to all Members of the Council prior to the commencement of the public consultation; and

(c) delegates authority to the Head of Planning Services, in consultation with the Chairman of the Local Plan Committee, to agree the content of the Sustainability Appraisals for the Local Plan Consultation Documents for public consultation for a period of six weeks. The content of the Sustainability Appraisals are to be circulated to all Members of the Council prior to the commencement of the public consultation.

NOTES: (1) in accordance with the provisions of Council Procedure Rule 18.5, Councillors Bray, Broderick, Parsons and Whitmore each requested that they be recorded in the minutes as having voted against the above decisions; and

(2) in addition, Councillor G V Guglielmi requested that he be recorded in the minutes as having abstained from voting on the above decisions.

21. URGENT MATTERS FOR DEBATE

There were none on this occasion.

22. URGENT MATTERS FOR DEBATE

There were none on this occasion.

Chairman