

Minutes

Cabinet

15th May 2017



These minutes principally record decisions taken and, where appropriate, the reasons for the decisions. A webcast of the meeting is available at www.braintree.gov.uk.

Present:

Portfolio	Cabinet Member	Present
Leader of the Council	Councillor G Butland	Yes
Deputy Leader of the Council	Councillor Mrs W Schmitt	Yes
Environment and Place	Councillor R van Dulken	Yes
Planning and Housing	Councillor Mrs L Bowers-Flint	Yes
	Councillor Mrs G Spray	Yes
Economic Development	Councillor T Cunningham	Yes
	Councillor K Bowers	Yes
Health and Communities	Councillor P Tattersley	Yes
	Councillor F Ricci	Yes
Finance and Performance	Councillor D Bebb	Yes
Corporate Services and Asset Management	Councillor J McKee	Yes

Also present as invitees of the Leader:

Councillor Abbott, Green Party,

Councillor Barlow, Leader of the Labour Group,

Councillor Siddall, Chairman of the Overview and Scrutiny Committee.

Councillors Mann, Schwier and Mrs Thorogood were also in attendance.

1 DECLARATIONS OF INTEREST

INFORMATION: The following interest was declared:

- Councillor Siddall declared a Non-Pecuniary Interest in Agenda Item 5b – ‘Appointments to Outside Bodies’ as a non-financial Director of Ignite Business Enterprise.
- Councillor T Cunningham declared a Non-Pecuniary Interest in Agenda Item 5b – ‘Appointments to Outside Bodies’ as a non-financial Director of Ignite Business Enterprise.

In accordance with the Code of Conduct, Councillors remained in the meeting for the Item and he took part in the debate and decision thereon.

2 **MINUTES**

DECISION: That the Minutes of the meeting of the Cabinet held on 13th March 2017 be approved as a correct record and signed by the Chairman.

3 **QUESTION TIME**

INFORMATION: There were no statements made, or questions asked.

4 **LEADER'S UPDATE**

The Leader updated Members on the membership of the Cabinet. In light of Councillor Mitchell's recent election as Essex County Councillor, it was announced that he would be appointed as Deputy Cabinet Member for Highways at Essex County Council. In a discussion with the Leader, Councillor Mitchell had decided to stand down from his duties as Deputy Cabinet Member for Environment and Place at Braintree District Council. The Leader advised Members that following Councillors Mitchell's decision to stand down, he had appointed Councillor van Dulken as Cabinet as Deputy Cabinet Member for Environment and Place.

Councillor McKee, Cabinet Member for Corporate Services and Asset Management was invited to update Members on the recent cyber-attacks. Members were reassured that the IT Team was working at full capacity to ensure all systems were appropriately protected and the Council had been in communications with the County Council and partners to discuss the most effective preventative approach. Members were advised that as far as the Cabinet Member was aware, there had been no breach of Council systems or any misuse of data to date.

5 **APPOINTMENTS TO OUTSIDE BODIES**

INFORMATION: At its meeting on 15th June 2015 the Cabinet made appointments to outside bodies for the four year term of the Cabinet.

The report set out a number of amendments/additions which were made for the remainder of the term of Cabinet.

In addition to these, Members were advised that Essex County Council is conducting a review of the structure and membership of the Braintree District Local Highways Panel and the District Council is currently awaiting confirmation of the details of this. It was noted that Councillor Mitchell would stand down following his appointment as Deputy Cabinet Member for Highways at Essex County Council. With regards to existing District Councillors on the Panel it was hoped that the arrangements would remain the same and a replacement would be made for Cllr Mitchell.

Representatives for the North Essex Parking Partnership (NEPP) and the Waste Partnership Board would also need to be considered as these posts were also previously held by Councillor Mitchell.

The Leader would appoint representatives to these outside bodies following a discussion with Councillor Mrs Schmitt, Deputy Leader of the Council and Cabinet Member for Environment and Place and update Members accordingly.

DECISION: That Cabinet endorsed the changes to Cabinet's Outside Bodies appointments as detailed below:

1. Braintree District Voluntary Support Agency (BDVSA):
That Councillor Mrs Sue Wilson is appointed given her previous appointment to BDVSA.
2. Essex Rural Partnership:
That Councillor Peter Schwier is appointed to represent the Council.
3. Ignite Business Enterprise:
That Alison Andreas is appointed as a community representative together with Councillor Tom Cunningham.
4. North Essex Garden Communities Limited (NEGC):
That the Leader of the Council is appointed as a Director to the NEGC, and to make the appointment of Councillor Mrs Lynette Bowers-Flint as the deputy to this body.
5. Superfast Essex Steering Board:
That Councillor Tom Cunningham is appointed to this body and Councillor Kevin Bowers as his deputy.

REASON FOR DECISION: To ensure appropriate representation on Outside Bodies.

6 **REVISED HEALTH AND SAFETY POLICY**

INFORMATION: Members considered the revised corporate Health and Safety Policy. The Corporate Health and Safety Policy had been updated to adopt the principles of best practice set out by the Health and Safety Executive's Framework HSG65.

The current Policy had been modified to simplify its content and to clearly define the roles and responsibilities at all levels throughout the Council. The Statement of Intent has been re-drafted and set out clearly the commitment towards ensuring the health and safety of staff, Members, customers, visitors and partners.

Although having a very good safety record and compliance to Health and Safety legislation, the reinvigoration of the Policy would ensure that all employees and managers would know what was expected of them to carry out their work on behalf of the Council in a safe and healthy way and therefore should reduce the incidence of work related ill health and injury.

DECISION: That Cabinet approved the revised corporate Health and Safety Policy.

REASON FOR DECISION: To ensure the Council is meeting the principals set out in the Health and Safety Executives Framework HSG65.

7 **PLAN FOR GROWTH 2017-22**

INFORMATION: Braintree District Council's Economic Prospectus was published in 2013. Whilst this had been a very useful document that had helped identify the focus for the Council's investment strategy and priorities, taking into consideration regional

and national changes such as the Government's Industrial Strategy, the Local Enterprise Partnership's emerging Strategic Economic Plan and Essex County Council's emerging Economic Plan for Essex, it was deemed appropriate to refresh the Economic Prospectus.

The updated plan would set the course of the Council's economic development priorities for the next 5 years and incorporate economic development interventions required for growth alongside those of infrastructure. It would also focus on the emerging sectors that would be the drivers for economic growth and in particular the additional job creation required for a growing District

It was proposed that, following Members consideration of the content of the Plan for Growth, it would then proceed to consultation with key businesses, skills providers, stakeholders and public. It was intended that the final Plan for Growth would be considered by Members in September 2017.

Clarification was sought on the details of the roll out of broadband across the District in conjunction with Essex County Council and Members were advised that by January 2018, the District Council would have a clear steer as to how 100% coverage would be achieved for residential and employment sites. It was noted that the report would be amended to reflect this.

DECISION: That Cabinet agreed;

1. The draft Plan for Growth and consultation plans subject to the amendment.
2. Delegation to the Cabinet Member for Economic Development and Corporate Director to approve the final draft Plan for Growth for consultation.

REASON FOR DECISION: To approve the draft Plan for Growth for onward consultation with all partners.

8 **OPEN SPACES SUPPLEMENTARY PLANNING DOCUMENT – OPEN SPACES ACTION PLAN**

INFORMATION: The Open Spaces Action Plan underpinned the Open Spaces Supplementary Planning Document by indicating which schemes would be supported by S106 funds.

The Open Spaces Action Plan outlined proposals for the provision and enhancement of open spaces in Braintree District. Its purpose was to demonstrate the need for open spaces and enabled Council officers to identify where financial contributions, being sought from developers under the Open Spaces Supplementary Planning Document, would be spent.

The original document was endorsed by the Local Area Committees in September 2010, and had been revised annually ever since. The latest version had been created in consultation with Parish and Town Councils, Ward Members and Council Officers.

It was recognised that it was important to review and update the contents of the Plan as this contributed towards an evidence base and would assist in defending legal challenge to planning decisions where a developer refuses to enter into a planning

obligation for open space. The Open Space Action Plan would help to secure planning obligations from developers, enabling the Council additional income at no cost.

Members were reminded that the Action Plan would be kept under continuous review and an annual report would be presented to Members to propose any updates to the Plan.

Members raised concerns with regards to the communication between officers and Ward and Parish Councillors in respect of the allocation of S106 monies. It was recognised that consultation was carried out with Ward and Parish Councillors to identify the needs, however officers had the capacity to make stand-alone decisions without considering the views of the Ward and Parish Councillors. Members were advised that this would be reported back to officers with a view to strengthening the decision making for local areas.

DECISION: That Cabinet received and adopted the Open Spaces Action Plan 2017.

REASON FOR DECISION: The plan forms part of the Council's evidence base for securing planning obligations from Developers to enhance existing open spaces, or provide new ones. Adopting the Open Spaces Action Plan 2017 supplants the 2016 edition, updating the currently adopted information.

9 **CABINET MEMBER DECISIONS MADE UNDER DELEGATED POWERS**

DECISION: That the delegated decisions set out in the report be noted.

REASON FOR DECISION: The reasons for each decision can be found in the individual delegated decisions.

The meeting commenced at 7.15pm and closed at 7.51pm.

COUNCILLOR G BUTLAND
(Leader of the Council)