

# Minutes

## Cabinet

15<sup>th</sup> June 2015



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](http://www.braintree.gov.uk).

### Present:

Portfolio	Cabinet Member	Present
Leader of the Council	Councillor G Butland (Chairman)	Yes
Deputy Leader of the Council	Councillor Mrs W Schmitt	Yes
Environment and Place	Councillor R Mitchell	Apologies
Planning and Housing	Councillor Lady Newton	Yes
	Councillor Mrs L Bowers-Flint	Yes
Economic Development	Councillor T Cunningham	Yes
Health and Communities	Councillor Mrs J Beavis	Yes
	Councillor P Tattersley	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 Mann, Leader of the Labour Group  
Councillor Mrs Pell, Leader of Halstead Residents Association  
Councillor Siddall, Chairman of the Overview and Scrutiny Committee, from 7.45pm

Councillors Dunn, Horner, and Schwier were also in attendance.

The Leader announced with great sadness that former District Councillor Dr Bob Evans had passed away. Dr Evans had been a Member of Braintree District Council for 20 years. A minute's silence was held in memory of Dr Evans.

The Leader welcomed new Cabinet Members and also Councillor Mann and Councillor Mrs Pell to Cabinet as this was their first meeting of Cabinet.

### 1 **DECLARATIONS OF INTEREST**

**INFORMATION:** There were no interests declared.

## 2 **QUESTION TIME**

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

## 3 **MINUTES**

**DECISION:** That the Minutes of the meeting of the Cabinet held on 30<sup>th</sup> March 2015 be approved as a correct record and signed by the Chairman.

## 4 **LEADER'S UPDATE**

The Leader updated Members on the South East Local Enterprise Partnership (SELEP). The Leader had attended a meeting of SELEP's Board on 22<sup>nd</sup> May 2015 where the future strategic direction of SELEP had been discussed. Representatives of both Kent and Essex councils, including the Leader, had raised their concerns that SELEP was not, in their view, working effectively and that the organisation was too big to respond to local needs. The Leader, together with Councillor Bentley of Essex County Council, Councillor Whitbread of Epping Forest District Council and Business representatives from Essex, had made it clear that their preference is to create a Greater Essex Local Enterprise Partnership which would be better able to respond to the priorities of Essex as opposed to being part of the wider South East Local Enterprise Partnership. There was a similar view expressed by representatives from Kent

It had been agreed that representatives from both Essex and Kent would write to the Secretary of State for Communities and Local Government explaining their views and asking for the make-up of the Local Enterprise Partnership to be looked at with a view to creating new arrangements.

The Leader advised Members that following the Council's Annual General Meeting held on 28<sup>th</sup> May 2015, it had been noted that Councillor O'Reilly-Cicconi had not been included in the Membership of the Local Plan Sub-Committee. The Leader informed Members that he had taken executive action and had added Councillor O'Reilly-Cicconi to the Membership of the Local Plan Sub-Committee so that he could attend the meeting of the Sub-Committee held on 11<sup>th</sup> June 2015.

## 5 **APPOINTMENTS TO OUTSIDE BODIES**

**INFORMATION:** The Cabinet was invited to make appointments to Outside Bodies.

Members noted that currently there were no representatives from the Halstead area on Braintree District Local Highways Panel (BDLHP). The Leader advised Members that BDLHP had equal representation from Essex County Council, Braintree District Council and Braintree Association of Local Councillors (BALC) and that the representatives of BALC were not yet known. The Leader assured Members that he would endeavour to ensure that there was reasonable representation of all areas covered by the Panel including reviewing the membership once BALC had made their appointments if necessary.

**DECISION:**

1. That Cabinet agreed the following appointments of Council representatives to outside bodies for the four year term, May 2015 to May 2019;

Braintree District Business Leaders Board  
Councillor T Cunningham

Braintree District Citizens Advice Bureau Management Board  
Councillor Mrs Wilson

Braintree District Local Highways Panel  
Councillors Banthorpe, Mitchell, Abbott and Rose

Braintree District Museum Study Centre Trust Ltd – Trustee appointment Confirmation  
Councillors McKee and Baugh

Braintree District Museum Study Centre Trust Ltd– Corporate Trustee  
Councillor Mrs Beavis

Braintree District Voluntary Support Agency  
Councillor Mrs Wilson

Community Housing Investment Partnership Board (CHIP)  
Councillors Butland, Lady Newton and Mrs Schmitt

Community Safety Partnership  
Councillor Mrs Schmitt

District Council Network  
Councillor Bebb

East of England Local Government Association (EELGA)  
Councillor Butland

Essex County Council's Health and Overview and Scrutiny Committee  
Councillor Mrs Beavis

Essex Flood Partnership Group  
Councillor Mrs Schmitt

Essex Waste Partnership Board (formally Essex Inter-Authority Working Group (Waste and Recycling))  
Councillor Mitchell

Freeport Braintree Consultative Group  
Councillors Banthorpe and T Cunningham

Great Notley Country Park – Joint Governance with Essex County Council (also known as Joint Governance – Great Notley Country Park Partnership Board)  
Councillors Butland and Mrs Schmitt

Ignite Business Enterprise  
Councillors McKee and T Cunningham

Local Government Association General Assembly  
Councillor Butland

Local Government Information Unit  
Councillor Mrs Beavis

North Essex Parking Partnership Joint Committee  
Councillor Mitchell

Police and Crime Panel  
Councillor Butland and Mrs Schmitt

Stansted Airport Consultative Committee  
Councillor Johnson

Youth Strategy Group  
Councillor T Cunningham

2. That, at the present time, no appointments be made to the following outside bodies;

Braintree, Halstead and Witham Town Teams  
Children's Centre Partnership Board  
Community/Voluntary Group (Formerly the Third Sector Partnership Board)  
Essex County Council Partnership– Joint Locality Board  
Leisure Partnership Board  
South Anglia Group

3. That the following appointments to the Prosperity Project Board be noted;

Councillor Lady Newton – Chairman  
Councillor T Cunningham – Vice-Chairman  
Councillors: M Banthorpe, J Baugh, S Kirby, D Mann, C Thompson and L Walters

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

## 6 **PROVISIONAL FINANCIAL OUTTURN 2014/15**

**INFORMATION:** Consideration was given to the report on the provisional financial outturn for 2014/15.

It was noted that requests totalling £135,060 had been made from the immediately concluded financial year to carry forward unspent budgets to 2015/16.

Furthermore it was requested that the balance on nine budgets totalling £349,042, brought forward from 2013/14 be carried forward to 2015/16.

It was proposed that five requests in respect of housing welfare reform,

member development, marketing and communications, the Local Plan and the Community Infrastructure Levy with a total value of £309,365, be added to the relevant existing earmarked reserve.

It was noted that the provisional outturn included the transfer of monies to six new earmarked reserves. These had a total value of £2,316,901.50.

Members were advised that regarding Greater Essex devolution a new earmarked reserve was to be created, it was agreed by the Leaders that each authority would contribute resources to enable work to be carried out and this reserve holds these funds.

It was also highlighted that with regards to the Flooding relief works the £96,000 was the remaining monies from £50,000 contributed by Braintree District Council and £50,000 from Essex County Council, which is being carried forward until such time as it is spent. Braintree District Council had been working closely with Essex County Council on the original sites that were identified; much of this work has now been completed and there are currently discussions being held with officers at Essex County Council on what work still needs to be done and looking at other schemes. Braintree District Council did not have to use a huge amount of the funding that was put forward as the majority of the work that was carried out was funded by Essex County Council. Members will be informed once further work to be carried out has been established.

#### **DECISION:**

1. That the requests to carry forward budgets to 2015/16 with a total value of £135,060 as detailed in Appendix B to the report be approved.
2. That the requests to carry forward prior year budgets to 2015/16 with a total value of £349,042 as detailed in Appendix B to the report be approved.
3. That five of the carry forward requests with a total value of £309,365, as identified in Appendix B to the report, be added to the relevant existing earmarked reserves
4. That the creation of six new earmarked reserves with balances totalling £2,316,901.50 as detailed in section 2.12 of the report be agreed.

**REASON FOR DECISION:** To gain approval of requests to carry forward unspent budgets from 2014/15 to 2015/16 and of specific additions to earmarked reserves in order that these can be incorporated in the Council's 2014/15 Accounts prior to submission to the external auditor.

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#### **OPEN SPACES SUPPLEMENTARY PLANNING DOCUMENT OPEN SPACES ACTION PLAN**

**INFORMATION:** Consideration was given to the 2015 edition of the Open Spaces Action Plan (OSAP). This provided evidence for the provision for new Open Spaces and the enhancement of existing Open Spaces across the District. This evidence underpinned the Open Spaces Supplementary Planning Document. Being able to demonstrate and evidence the need for new or enhancing Open Spaces was essential when negotiating Section 106 contributions with developers. Also, this enabled the

Council to bring additional funding in to the District for the benefit of local communities.

All Parish and Town Councils had been asked to comment on the plan and local Members had been consulted in respect of unparished areas of the District.

It was reported that over 500 people were currently requesting allotments. It was also noted that there were no allotments in three Wards in Witham and this highlighted a deficiency of allotments in Witham.

Members were advised that they would be consulted should any significant changes be made to the Action Plan.

Councillor Lady Newton indicated that the reference to the former Forest Road Community Hall, Witham should be amended as planning permission for the development of this site had been granted recently.

Members were advised of an error in the Action Plan, in that the majority of page 13 was a duplicate of page 12.

**DECISION:** That the Open Spaces Action Plan 2015 be received and adopted subject to the amendments outline above.

**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 2015 supplants the 2014 edition, updating the currently adopted information.

## 8 **CABINET MEMBER UPDATES**

**INFORMATION:** There were no updates.

## 9 **REFERENCES FROM COUNCIL/COMMITTEES/GROUPS**

**INFORMATION:** There were none.

## 10 **MINUTES - DEVELOPING DEMOCRACY GROUP – 30<sup>TH</sup> MARCH 2015**

**DECISION:** That the Minutes of the meeting of the Developing Democracy Group held on 30<sup>th</sup> March 2015 be noted.

## 11 **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 the decision can be found in the delegated decision.

The meeting commenced at 7.15pm and closed at 7.47pm.

G BUTLAND  
(Leader)