

Minutes

Cabinet

10th July 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 Barlow, Leader of the Labour Group,
Councillor Pell, Leader of Halstead Residents Association,

Councillor Schwier was also in attendance.

10 **DECLARATIONS OF INTEREST**

INFORMATION: The following interest was declared:

- Councillor T Cunningham declared a Non-Pecuniary Interest in Agenda Item 8a – 'Fourth Quarter and Annual Performance Management Report 2016-17' 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.

11 **MINUTES**

DECISION: That the Minutes of the meeting of the Cabinet held on 15th May 2017 be approved as a correct record and signed by the Chairman.

12 **QUESTION TIME**

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

13 **LEADER'S UPDATE**

The Leader had no updates to make.

14 **ANNUAL SUSPENSION OF GARDEN WASTE SERVICE OVER THE WINTER PERIOD**

INFORMATION: At the meeting of Full Council on 22 February 2016, the Cabinet Member for Environment & Place agreed to review the outcome of the garden waste suspension over the winter period 2016/17 before determining whether or not this should become a permanent feature of the service.

It was anticipated that the suspension of the green waste collection would save the tax payer £35,000 however following the suspension a total of £40,000 was saved. There was a total reduction of 911 tonnes in garden waste over the period, offset by an increase of 460 tonnes collected in March, which gave a net reduction of 451 tonnes (3.9%). A reduction of 0.53% on the Council's overall recycling performance was also recorded and the suspension had no impact on fly-tipping with 5 fewer garden waste fly-tips than in the same period for the previous year.

Essex County Council reported a small increase (98 tonnes) in garden waste delivered to the Braintree and Witham Household Waste Recycling Centres and there were very few complaints or negative comments from residents in relation to the overall number of households in the District. It was reported that the Council had seen an increase in home-composting with 852 bins being sold after notification of the suspension.

Members were advised that there had been an increase in residual waste of 165.74 tonnes, although there was no evidence to suggest this was directly attributed to the suspension and that the Christmas period always generates additional residual waste. The suspension also enabled the Council to redeploy permanent garden waste staff rather than engage temporary additional staff on the other collection routes over the Christmas period and this ensured catch up was completed with minimal disruption.

DECISION: Cabinet approved the annual suspension of garden waste collections from early December to end of February as part of the Council's normal service delivery standards.

REASON FOR DECISION:

1. To ratify the decision taken by Full Council on 22 February 2016 in relation to garden waste collections.
2. To maintain budgeted savings as part of the Council's efficiency programme.

Minutes Published: 14th July 2017
 Call-in Expires: 24th July 2017

INFORMATION: Members considered the report which looked at the budget for the Braintree District Community Transport Service (BCT) in 2017/18.

Members were advised that the Braintree District Community Transport Scheme was jointly funded by Essex County Council and Braintree District Council and that on the 14th March 2017 the District Council were advised that ECC would be reducing their share of funding by £15,209 (14.4%). As a result of this the District Council were required to review the scheme and the amount of funding allocated to it and propose to increase fees and charges.

Members were asked to agree to a consultation exercise to try and gauge the view of the users of the service to determine whether the increases to fees and charges would have any detrimental implications before they are implemented. The consultation would also be used as an opportunity to modify the scheme, details of which were contained in the report.

It was reported that Essex County Council had indicated that for future budgets they would like to look at all Community Transport Schemes across the County with a view of taking a more coordinated approach.

The Leader of the Council advised that this year the County Council were late in notifying BDC which as a result had implications on the District Council setting the allocations for the Community Transport Scheme. The Cabinet Member for Health and Communities agreed to report this back to the portfolio holder at Essex County Council and advise that earlier notification will enable planning structures for the budget to be more appropriately undertaken.

DECISION: That Cabinet approved the following:

- a) An eight week consultation with members of the Community Transport Scheme from Monday 24th July to Friday 15th September 2017 on increasing the fees and charges from Monday 2 October 2017, proposals as shown in appendix 1. The price increases will apply to all bookings from the date both new and existing.
- b) Delegated authority is given to the Portfolio Holder for Health and Communities to approve or vary the proposals in order to implement the proposals (or modified proposals) from Monday 2 October 2017. If the Portfolio Holder for Health and Communities considers that in light of representations the changes should not be implemented a report is to be returned to Cabinet.
- c) That a Community Transport Action Plan be brought to Cabinet in the autumn 2017 for consideration.

REASON FOR DECISION: To update Members on the current position regarding the Community Transport Service and to obtain Members agreement to the three recommendations set out above.

FOURTH QUARTER AND ANNUAL PERFORMANCE MANAGEMENT REPORT 2016-17

INFORMATION: It was reported that as at the end of the March 2017, a total of 28 projects had been completed and a further 14 projects were on track to meet their targets dates.

In respect of financial performance, there was an overall positive variance for the year of £883,000 (-6.7%) against the budget of £13.107million. This represented an improvement of £396,000 from the position reported in the third quarter mainly due to additional income. Income overachieved by £571,000; with an overall underspend of £312,000 on staffing and other expenditures. The 2017/18 approved Budget made provision for £407,000 of the current year variance where this had been assessed as having an on-going effect.

Twelve performance indicators had achieved or exceeded target, one had missed target by less than 5% and four had missed target by more than 5%. The performance indicator that had missed target by less than 5% related to the number of passenger journeys on the Community Transport scheme. Demand for the service had been met over the year and following a recent review of the service, the Community Transport team would be implementing a number of recommendations. The performance indicators missing target by more than 5%, were in relation to tonnage of residual waste, percentage of recycling, delivery of affordable homes and the number of visits to leisure centres.

This was the first year reporting against the priorities set out in the new Corporate Strategy 2016-2020 and the Council had continued to support communities and the local economy by approving a District Investment Strategy to invest £28 million in the District to improve health facilities, town centres and infrastructure. The Council had supported over 750 job seekers by providing face to face access to employers by hosting two job fairs and 2016/17 also saw the launch of the Councillors Community Grant Scheme supporting local projects and initiatives to benefit the residents of the District.

Despite continued financial pressures, the Council had seen satisfaction with the way it is run increase from 81% to 86%. It was also reported that the Council had maintained front line services to deliver the best services to residents, provide value for money and create a District where people are happy to live, work and be healthy.

Members passed on their gratitude to the staff of Braintree District Council for their continuous hard work in delivering the best services to residents.

DECISION: That Cabinet noted and endorsed the report.

REASON FOR DECISION: To inform the Cabinet of the performance of the Council.

PROPOSED PURCHASE OF THE HEAD-LEASEHOLD INTEREST IN THE SILVER END DOCTORS' SURGERY, BROADWAY, SILVER END

Minutes Published: 14 th July 2017 Call-in Expires: 24 th July 2017
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INFORMATION: Members were reminded that this Item was linked to Item 14a in the Private Session of the Agenda, and that if any Member wished to refer to the private information contained within the report for that Item, it would be necessary for the meeting to be moved into Private Session.

DECISION: That, under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting if it is necessary to discuss Item 14a of the Agenda and from the Private Report, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 2 of Schedule 12 of the Act.

Both agenda items were taken together to enable consideration of all issues. It was not necessary for the meeting to be moved into Private Session.

INFORMATION: Members were advised that an opportunity had come forward for the Council to purchase the head-leasehold interest in the Silver End Doctors' Surgery situated at Broadway, Silver End.

This purchase was in line with the Strategic Framework for the Authority and the Council's District Investment Strategy recognises the need for the District Council to provide investment in infrastructure improvements to support growth, create jobs and improving health outcomes for residents across the District whilst generating an income.

The Council had applied its Corporate Investment Evaluation Tool to this opportunity which evaluates and scores key investment criteria to provide an overall score for the investment to be measured against alternative investment opportunities. The evaluation of this opportunity produced a weighted score of 7.15: with the minimum score to progress being 6.0.

The number of patients registered at the Silver End Doctors' Surgery was currently 3,551. The Surgery was taking on new patients and had capacity to accommodate in the region of 4,000 patients in the existing premises. The NHS had assessed, based on proposed residential development schemes in Silver End (anticipated future growth of 1,074 dwellings), that the surgery would need a future capacity for 6,000 patients in the medium term assuming all of these schemes come forward.

The NHS had indicated that it would be looking to extend the existing building to the rear and at first floor level in order to cater for this future demand. Planners had informally advised that it should be possible to extend the premises in this way. The NHS would start looking at extension plans in the short-term and then seek to implement these once the patient list starts to significantly increase. There may be opportunities for the Council to work in partnership with the NHS to deliver the required improvements and benefit from additional rental income in exchange for any capital invested.

DECISION (PUBLIC REPORT): It was agreed:

1. That Cabinet approved the acquisition of the head-leasehold interest in the Silver End Doctors' Surgery for the sum set out in the report, subject to Contract and due diligence, and on such other terms and conditions as agreed by the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Corporate Services and Asset Management.
2. That Cabinet recommends to Council approval of the total capital funding required for the transaction which will be financed from balances or borrowings.

DECISION (PRIVATE REPORT): It was agreed:

1. That Cabinet approved the acquisition of the head-leasehold interest in the Silver End Doctors' Surgery for the sum set out in the report, subject to Contract and due diligence, and on such other terms and conditions as agreed by the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Corporate Services and Asset Management.
2. That Cabinet recommends to Council approval of the total capital funding for the transaction as set out in the report from balances or borrowings.

REASON FOR DECISION: To enable the Council to support the provision healthcare facilities in Silver End and generate a valuable source of revenue income to support the delivery of services.

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

INFORMATION: The Leader of the Council advised Members of an additional decision under the Leaders scheme of delegation in respect of the Membership of the Braintree District Local Highways Panel. Details of the delegated decisions are published on the Councils website.

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.

19 **MINUTES FROM CABINET SUB-GROUPS - LOCAL PLAN SUB-COMMITTEE - 16TH MAY 2017**

DECISION: That the Minutes of the meeting of the Local Plan Sub-Committee held on 16th May 2017 be noted.

20 **RECOMMENDATIONS FROM THE GOVERNANCE COMMITTEE, 29TH JULY 2017 - TREASURY MANAGEMENT ANNUAL REPORT 2016-2017**

INFORMATION: The Council's treasury management activities are regulated by statutory requirements and by a Code of Practice ("the Code") issued by the Chartered Institute of Public Finance (CIPFA). One of the key requirements of the Code was that, along with an annual strategy to be approved prior to the

commencement of the financial year, and at least one mid-year report, the Council should also receive an annual report after the financial year-end.

The Treasury Management Strategy Statement (TMSS) was approved by the Council in February as part of the overall Budget and Council Tax setting for the forthcoming financial year.

The annual report included an economic and market commentary of the year, highlighting those key issues which influenced treasury management activities, including the prolonged period of low interest rates.

Members were advised that the Corporate Director for Finance was pleased to report that all treasury management activities undertaken during 2016/17 complied fully with the CIPFA Code of Practice and the Council's approved TMSS.

The Cabinet Member for performance and finance commented that through the commendable skill of staff there was evidence to support that the financial governance of the Council was extremely robust, giving no cause for concern.

DECISION: To accept the Treasury Management Annual Report 2016/17 and recommend to Full Council

REASON FOR DECISION: The Council has adopted the CIPFA Code of Practice for Treasury Management in Public Services which requires that the Council receives an annual report on the treasury management function. This report is to be considered first by the Governance Committee in order to exercise its responsibility for scrutiny over treasury management activities. The report will then be considered by Cabinet before submission to Full Council with the benefit of any proposed changes or comments of the Governance Committee.

The meeting commenced at 7.15pm and closed at 7.52pm.

COUNCILLOR G BUTLAND
(Leader of the Council)