

CABINET MEETING

The CABINET will meet at CAUSEWAY HOUSE, BOCKING END, BRAINTREE, ESSEX CM7 9HB on MONDAY 6TH JULY 2009 AT 7.15PM

Membership

Councillor Graham Butland (Chairman) - Leader of the Council
Councillor Nigel Harley – Deputy Leader / Enterprise & Culture
Councillor Joanne Beavis – Customers & Communication
Councillor Michael Lager - Efficiency & Resources
Councillor Lady Newton – Housing & Well-Being
Councillor Wendy Schmitt – Communities
Councillor Roger Walters – Environment & Sustainability

Invitees

Deputy Cabinet Portfolio Members:-

Councillor David Bebb - Customers & Communication
Councillor Liz Edey - Communities
Councillor Nigel McCrea – Enterprise & Culture
Councillor John McKee - Efficiency & Resources
Councillor Robert Mitchell - Environment & Sustainability
Councillor Claire Sandbrook – Efficiency & Resources
Councillor Chris Siddall – Leader's Portfolio
Councillor Gabrielle Spray – Housing & Well-Being
Councillor Tim Wilkinson – Enterprise & Culture

Other invitees:- Group Leaders, Local Committee Chairmen and the Chairman of the Overview and Scrutiny Committee

For enquiries on this agenda please contact:

Eileen Self, 01376 551414

e.mail: eileen.self@braintree.gov.uk

This agenda is available on

www.braintree.gov.uk/Braintree/councildemocracy

PUBLIC INFORMATION

Question Time

Immediately after the Minutes of the previous meeting have been approved there will be a period of up to 30 minutes when members of the public can speak about Council business or other matters of local concern. During this period, Councillors who have declared a personal and prejudicial interest in any item of business on the agenda may also speak as permitted by the Council's Code of Conduct for Members. Whilst members of the public can remain to observe the whole of the public part of the meeting, Councillors with a personal and prejudicial interest must withdraw whilst the item of business in question is being considered. Members of the public wishing to speak should contact the Democratic Services Officer on (01376) 552525 or email eileen.self@braintree.gov.uk prior to the meeting. The Council's "Question Time" leaflet explains the procedure and copies of this may be obtained at the Council's offices at Braintree, Witham and Halstead.

Health and Safety

Any persons attending meetings are requested to familiarise themselves with the nearest available fire exit, indicated by the fire evacuation signs. In the event of a continuous alarm sounding, you must evacuate the building immediately and follow all instructions provided by the fire evacuation officer who will identify him/herself. You will be assisted to the nearest designated assembly point until it is safe to return to the building

Mobile Phones

Please ensure that your mobile phone is switched to silent or is switched off during the meeting.

Webcast

Please note that this meeting will be webcast.

INFORMATION FOR MEMBERS

Declarations of Interests:-

- To declare the existence and nature of any 'personal' or 'personal and prejudicial' interests relating to items on the agenda having regard to paragraphs 8 to 12 [inclusive] of the Code of Conduct for Members in Part 5 of the Constitution and having taken appropriate advice where necessary before the meeting.
- Any member with a 'personal and prejudicial' interest to indicate whether he/she intends to make representations in accordance with paragraph 12 (2) of the Code of Conduct as part of Question Time. *Note: A member with a personal and prejudicial interest must withdraw from the room or chamber whilst the item of business the subject of such prejudicial interest is being considered*

AGENDA

1. APOLOGIES FOR ABSENCE			
2. DECLARATIONS OF INTEREST			
3. PUBLIC QUESTION TIME			
4. MINUTES OF LAST MEETING			
(i) To approve as a correct record the minutes of the meeting held on 8 th June 2009 (Copy previously circulated).			
5. WE DELIVER EXCELLENT, COST EFFECTIVE AND VALUED SERVICES			
No	Subject	Executive Summary	Additional Papers
5a	<u>Annual Report and Statement of Accounts 2008/09</u> – to receive annual reports Presented by: Cllr Butland/Cllr Lager Officer Contact: Sara Moutard/Phil Myers	Page 1	Annual Report and Statement of Accounts are to follow
5b	<u>Housing Transfer – Delivering the Promises</u> – to receive an update Presented by: Cllr Lady Newton Officer Contact: Joanne Albini	Page 3	
5c	<u>The Community and Housing Investment Partnership (CHIP Fund) – Annual Funding Review</u> – to note the current position Presented by: Cllr Lady Newton Officer Contact: Joanne Albini	Page 5	
5d	<u>Organisational Development</u> – to consider future proposals Presented by: Cllr Lager Officer Contact: Helen Krischock	Page 7	Appendix Page 1
5e	<u>Modern Apprenticeships</u> – to consider recommendations Presented by: Cllr Lager Officer Contact: Helen Krischock	Page 9	Page 14
6. PEOPLE TAKE PRIDE IN THEIR LOCAL AREAS			
6a	<u>Place Survey</u> – to receive a verbal update on the Survey Presented by: Cllr Mrs Beavis Officer Contact: Sara Moutard		
6b	<u>Delivery of Community Facilities</u> – to consider proposals Presented by: Cllr Mrs Schmitt Officer Contact: Charmaine Dean	Page 11	

7. EVERYONE CAN ENJOY A HEALTHY LIFESTYLE			
7a	<u>Outstanding Issues from the Public Safety Policy Development Group</u> – to note the content of the report Presented by: Cllr Mrs Schmitt Officer Contact: Charmaine Dean	Page 13	Page 22
8. REFERENCES FROM COUNCIL/COMMITTEES/GROUPS			
8a	<u>Statement of Accounts</u> – the recommendation from the Audit Committee 29 th June 2009 was included in Item 5a.		
8b	<u>Information Security Policy</u> - to receive a recommendation from the Audit Committee 29 th June 2009	Report attached – Page 15	
**8c	<u>Witham Replacement Pool</u> – to receive a recommendation from Witham Local Committee 30 th June 2009	Extract from minutes to follow Report attached – Page 17	
8d	To receive any recommendations from the Programme Boards	Extract from minutes to follow	
9. REPORTS/ DELEGATED DECISIONS/MINUTES TO BE NOTED			
9a	<u>Chief Executive report</u> - to receive a verbal report Presented by: Allan Reid		
9b	<u>Corporate Health & Safety Annual Report</u> Presented by: Councillor Lager Officer Contact: Kathy Brown	Page 22	Appendix Page 25
9c	<u>Position Statement on Emergency Planning</u> Presented by: Councillor Walters Officer Contact: Kathy Brown	Page 24	Appendix Page 31
9d	<u>Minutes from Cabinet Sub Groups</u> To receive the minutes of the following <ul style="list-style-type: none"> - Cabinet Working Group – London 2012 – 11th June 2009 - Local Government Reform Cabinet Sub Group – 29th June 2009 	Copies to follow	
9e	<u>Delegated Decisions</u> – to note recently made delegated decisions - <i>none at present</i>		
10. URGENT BUSINESS AUTHORISED BY THE CHAIRMAN			
11. EXCLUSION OF PUBLIC AND PRESS TO CONSIDER REPORTS IN PRIVATE SESSION – for reasons set out in Paragraph 3 of Part 1 of Schedule 12(A) of the Local Government Act 1972			

The last page of the public agenda is numbered 26.

AGENDA – PRIVATE SESSION

12. PEOPLE TAKE PRIDE IN THEIR LOCAL AREAS		
No	Subject	Papers
12a	<u>Grounds Maintenance Contract – Greenfields Community Housing</u> – to consider proposals. Presented by: Cllr Walters Officer Contact: Paul Partridge	Page P27
13. EVERYONE CAN ENJOY A HEALTHY LIFESTYLE		
13a	<u>Leisure Contract Trust</u> – to consider the Options Report Presented by: Cllr Lady Newton Officer Contact: Russell Everard	Page P31

The last page of agenda – private session is numbered P34.