

# Council AGENDA



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**Date: Monday, 14 September 2015**

**Time: 7.15pm**

**Venue: Council Chamber, Braintree District Council, Causeway House,  
Braintree, CM7 9HB**

## **Membership:**

Councillor J Abbott	Councillor J Goodman	Councillor R Ramage
Councillor Mrs J Allen	Councillor A Hensman	Councillor F Ricci
Councillor C Bailey	Councillor P Horner	Councillor B Rose
Councillor M Banthorpe	Councillor D Hufton-Rees	Councillor Miss V Santomauro
Councillor J Baugh	Councillor D Hume	Councillor Mrs W Scattergood
Councillor Mrs J Beavis	Councillor H Johnson	Councillor Mrs W Schmitt
Councillor D Bebb	Councillor Mrs A Kilmartin	Councillor P Schwier
Councillor R Bolton	Councillor S Kirby	Councillor C Siddall
Councillor K Bowers	Councillor D Mann	Councillor Mrs G Spray
Councillor Mrs L Bowers-Flint	Councillor J McKee	Councillor P Tattersley
Councillor G Butland	Councillor R Mitchell	Councillor Mrs C Thompson
Councillor S Canning	Councillor Mrs J Money	Councillor Miss M Thorogood
Councillor J Cunningham	Councillor Lady Newton	Councillor R van Dulken
Councillor Mrs M Cunningham	Councillor J O'Reilly-Cicconi	Councillor Mrs L Walters
Councillor T Cunningham	Councillor Mrs I Parker	Councillor Mrs S Wilson
Councillor M Dunn	Councillor Mrs S Paul	
Councillor J Elliott	Councillor Mrs J Pell	

**Members of the Council are requested to attend this meeting to transact the business set out in the Agenda.**

N BEACH  
Chief Executive

## 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.

Members of the public wishing to speak should contact the Governance and Members Team on 01376 552525 or email [demse@braintree.gov.uk](mailto:demse@braintree.gov.uk) at least 2 working days prior to the meeting.

Members of the public can remain to observe the whole of the public part of the meeting.

**Health and Safety.** Any persons attending meetings in the Council offices are requested to take a few moments to familiarise themselves with the nearest available fire exit, indicated by the fire evacuation signs. In the event of a continuous alarm sounding during the meeting, you must evacuate the building immediately and follow all instructions provided by the fire evacuation officer who will identify him/herself should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building. Any persons unable to use the stairs will be assisted to the nearest safe refuge.

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

**Documents.** Agendas, reports and minutes for all the Council's public meetings can be accessed via the internet at <http://www.braintree.gov.uk>

We welcome comments from members of the public to make our services as efficient and effective as possible. We would appreciate any suggestions regarding the usefulness of the paperwork for this meeting, or the conduct of the meeting you have attended.

Please let us have your comments setting out the following information:

Meeting Attended .....Date of Meeting.....

Comments.....

.....

.....

.....

Contact details.....

Members unable to attend the meeting are requested to forward their apologies for absence to the Governance and Members Team on 01376 552525 or email [demse@braintree.gov.uk](mailto:demse@braintree.gov.uk)

## **INFORMATION FOR MEMBERS**

### **Declarations of Disclosable Pecuniary Interest, Other Pecuniary Interest or Non-Pecuniary Interest:-**

Any member with a Disclosable Pecuniary Interest or other Pecuniary Interest to indicate in accordance with the Code of Conduct. Such Member must not participate in any discussion of the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest or participate in any vote, or further vote, taken on the matter at the meeting. In addition, the Member must withdraw from the chamber where the meeting considering the business is being held unless the Member has received a dispensation from the Monitoring Officer.

**1 Apologies for Absence**

**2 To receive any announcements/statements from the Chairman and/or Leader of the Council.**

**3 Declarations of Interest**

To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.

**4 Public Question Time**

A period of up to 30 minutes for registered speakers to address the Council in any matters which are the responsibility of the Council or affects the district. In accordance with CPR 15.1 to 15.4.  
(See paragraph above)

**5 Minutes of the Previous Meeting**

To approve as a correct record the minutes of the meeting of Full Council held on 6th July 2015 (copy previously circulated).

**6 Notification of a Special Meeting of Full Council on 25th January 2016 to consider the Local Plan**

Members are advised that this special meeting of Full Council will be limited to the consideration of a draft Local Plan for public consultation.

Members are asked to note the date of the special meeting of Full Council.

**7 Local Government (Miscellaneous Provisions) Act 1976 Fee Setting – Hackney Carriage/Private Hire Drivers, Private Hire Operators**

**7 - 14**

**8 Reports from the Leader and Cabinet Members and oral questions from Councillors**

To receive the following reports from each Portfolio Holder.

Oral Questions to the Cabinet:

Members are reminded that following the presentation of each Cabinet Member's report, Members may put questions to the

Cabinet Member on matters relating to their portfolio, the powers and duties of the Council or the District. Questions are not restricted to the contents of the Cabinet Member's report.

Where a verbal response cannot be given, a written response will be issued to all Members. (Council Procedure Rules 29.1 to 29.4 apply).

A period of up to 1 hour is allowed for this item.

<b>8a</b>	<b>Councillor G Butland - Leaders Report to Council</b>	<b>15 - 16</b>
<b>8b</b>	<b>Councillor Mrs J Beavis - Health and Communities</b>	<b>17 - 19</b>
<b>8c</b>	<b>Councillor D Bebb - Finance And Performance</b>	<b>20 - 21</b>
<b>8d</b>	<b>Councillor T Cunningham - Economic Development</b>	<b>22 - 23</b>
<b>8e</b>	<b>Councillor J McKee - Corporate Services and Asset Management</b>	<b>24 - 24</b>
<b>8f</b>	<b>Councillor Lady Newton - Planning and Housing</b>	<b>25 - 27</b>
<b>8g</b>	<b>Councillor Mrs W Schmitt - Environment and Place</b>	<b>28 - 31</b>
<b>9</b>	<b>List of Public Meetings Held Since Last Council Meeting</b>	<b>32 - 32</b>

## **10 Chairmen's Statements**

To receive statements from those Chairmen who have given prior notification in accordance with Council Procedure Rule 33.1 and to respond to questions on such statements.

***None have been received.***

**11 Statements by Members**

To receive any statements by Members of which the appropriate written notice has been given to the Chief Executive in accordance with Council Procedure Rule 32.1.

***None have been received.***

**12 External Organisations**

To receive reports about and receive questions and answers on the business of external organisations.

***None have been received.***

**13 Exclusion of Public and Press: - To give consideration to adopting the following Resolution: -**

That under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 12(A) of the Act.

**PRIVATE SESSION**

**14 Leader's or Cabinet Member Statements - Private Session**

Leader's Statements or statements by Cabinet Members containing exempt information on a key issue.

***None have been received.***

**15 Policy Recommendations and References - Private Session**

***None have been received.***

**16 Reports from the Leader and Cabinet Members and oral questions from Councillors. - Private Session**

To receive any reports from the Leader of the Council and each Portfolio Holder containing exempt information and to ask questions on matters contained in the reports.

Where a verbal response cannot be given, a written response will be issued to all Members. (Council Procedure Rules 29.1 to 29.4 apply).

***None have been received.***

**17 Private Meetings Held Since the Last Council Meeting**

To raise any matters arising from the Minutes of meetings that have

been held in Private Session since the Council meeting of 6th July 2015.

***None have been received.***

**18 Chairmen's Statements - Private Session.**

To receive statements from those Chairmen who have given prior notification in accordance with Council Procedure Rule 33.1 and to respond to questions on such statements.

***None have been received.***

**19 Statements by Members - Private Session**

To receive any statements by Members of which the appropriate written notice has been given to the Chief Executive in accordance with Council Procedure Rule 32.1.

***None have been received.***

<b>Local Government (Miscellaneous Provisions) Act 1976 Fee Setting – Hackney Carriage/Private Hire Drivers, Private Hire Operators</b>		<b>Agenda No: 7</b>
<b>Portfolio</b>	<b>Environment and Place</b>	
<b>Corporate Priority:</b>	<b>Promoting safe and healthy living, Boost employment skills and support business,</b>	
<b>Report presented by:</b>	<b>Councillor M Banthorpe Chairman Licensing Committee</b>	
<b>Report prepared by:</b>	Daniel Mellini Environmental Health Manager (Food, Health & Safety and Licensing)	
<b>Background Papers:</b>		<b>Public Report</b>
Deregulation Act 2015 Local Government (Miscellaneous Provisions) Act 1976 The Deregulation Act 2015 (Commencement No. 1 and Transitional and Saving Provisions) Order 2015 Report and Minutes of the Licensing Committee held on 22 <sup>nd</sup> July 2015		<b>Key Decision: No</b>
<b>Executive Summary:</b>		
<p>Braintree District Council is the Licensing Authority under the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976 (LG(MP)A76 for Hackney Carriages and Private Hire Vehicles (Taxi) and grants, amongst others, Hackney Carriage Drivers Licences, Private Hire Drivers Licences and Private Hire Operators Licences</p> <p>From 1<sup>st</sup> October 2015, following the amendments to Sections 53 and 55 of the LG(MP)A76 by The Deregulation Act 2015, the Council will be required to grant a three year licence to Drivers of Hackney Carriage and Private Hire Vehicles and a five year licence to the Operators of Private Hire Vehicles as a standard duration. The amendments also provide the Council with discretion where it considers it appropriate in the circumstances of the case to grant licences for a lesser period of three and five years for Drivers and Operators respectively.</p> <p>As a consequence of the amendments the Council is required to set new fees for applications for Drivers of Hackney Carriage and Private Hire Vehicles and Operators of Private Hire Vehicles.</p>		

**Decision:**

It is recommended that Members:

1. Approve the fees for Hackney Carriage and Private Hire Drivers and Private Hire Operators as set out in the table below, and
2. The fees to come into effect on 1<sup>st</sup> October 2015.
3. In the event of an application for the grant of a Licence for a period of less than three years for a Hackney Carriage or Private Hire Driver, the Corporate Director shall be authorised to calculate the pro rata fee based upon the fees as determined by Full Council.
4. In the event of an application for the grant of a Licence for a period of less than or five years for an Operator of a Private Hire Vehicle, the Corporate Director shall be authorised to calculate the pro rata fee based upon the fees as determined by Full Council.

Licence Type	Duration of Licence as of 1 <sup>st</sup> October 2015	Fee £
Hackney Carriage Driver	3 year	263*
Private Hire Driver	3 year	263*
Dual Hackney Carriage/ Private Hire Driver	3 year	263*
Private Hire Operator	5 year	515*
*fees to be calculated on a pro rata bases in the event of a licence being granted for a period less than 3 or 5 years		

**Purpose of Decision:**

The Council is required to set a new fee structure with respect to the issue of three year Hackney Carriage and Private Hire Drivers and five year Private Hire Operator's licences.



<b>Any Corporate implications in relation to the following should be explained in detail</b>	
<b>Financial:</b>	The Authority must ensure that any fees generated are used to manage the process of administration only and that the overall costs are neutral to this authority, excluding any enforcement costs which must be accounted for separately.
<b>Legal:</b>	<p>Drivers and Private Hire Operator's licence fees must be set in accordance with Sections 53(2) and 70 of the Local Government (Miscellaneous Provisions) Act 1976.</p> <p>Prior to the implementation of the revised Private Hire Operator's fees, the Council is required to carry out a statutory consultation in accordance with provisions of the Local Government (Miscellaneous Provisions) Act 1976.</p> <p>The statutory 28 day consultation period commenced on 30<sup>th</sup> July 2015. Notices were placed in two publications on 30<sup>th</sup> and 31<sup>st</sup> July 2015.</p> <p>The Authority could be subject to challenge in the event that fees are not set in accordance with the law.</p>
<b>Safeguarding</b>	No implications arising from this report.
<b>Equalities/Diversity</b>	No implications arising from this report.
<b>Customer Impact:</b>	<p>Although the intention of the amendments to the Local Government (Miscellaneous Provisions) Act 1976 is to reduce the burden on business, the initial costs of finding a larger licence fee is likely to affect a significant proportion of licence holders in the short term.</p> <p>In the medium term, the reduction of the requirement to obtain a driver's licence every year and a private hire operator's licence every three year's will reduce the overall burden.</p>
<b>Environment and Climate Change:</b>	No implications arising from this report
<b>Consultation/Community Engagement:</b>	<p>Statutory consultation with respect to Driver and Private Hire Operator's licences has been conducted. Public Notices were placed in two publications on 30<sup>th</sup> and 31<sup>st</sup> July 2015 respectively for a period of 28 days.</p> <p>Direct consultation with the Hackney Carriage and Private Trade has been undertaken via the Taxi Liaison Forum and direct correspondence and Taxi &amp; Private Hire newsletter was sent to all licensed drivers, licensed vehicle owners and private hire operators highlighting the changes. The feedback from these exercises is set out in the report.</p>

<b>Risks:</b>	A new fee that reflects the cost of administering the process of issuing the licences in question must be agreed before 1 <sup>st</sup> October 2015. If new fees are not agreed before this time, the Council would be required to issue licences based on the old fee which is significantly less than the cost of administering the process.
<b>Officer Contact:</b>	Daniel Mellini
<b>Designation:</b>	Environmental Health Manager (Food, Health & Safety and Licensing)
<b>Ext. No.</b>	2228
<b>E-mail:</b>	<a href="mailto:daniel.mellini@braintree.gov.uk">daniel.mellini@braintree.gov.uk</a>

## **1. Background**

Braintree District Council is the Licensing Authority under the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976 for Hackney Carriages and Private Hire Vehicles (Taxi) and grants, amongst others, Hackney Carriage Drivers Licences, Private Hire Drivers Licences and Private Hire Operators Licences

- 1.1. Currently under the provisions of Sections 53 and 55 of the Local Government (Miscellaneous Provisions) Act 1976 (LG(MP)A76) the Council grants Drivers of Hackney Carriages and Private Hire Vehicles a one year licence and the Operators of Private Hire Vehicles a three year Licence.
- 1.2. From 1<sup>st</sup> October 2015, following the amendments to Sections 53 and 55 of the LG(MP)A76 by The Deregulation Act 2015, the Council will be required to grant a three year licence to Drivers of Hackney Carriage and Private Hire Vehicles and a five year licence to the Operators of Private Hire Vehicles as a standard duration.
- 1.3. The amendments also provide the Council with discretion where it considers it appropriate in the circumstances of the case to grant licences for a lesser period of three and five years for drivers and operators respectively.
- 1.4. The duration of the Licences issues under Sections 53 and 55 of the LG(MP)A76 will be considered by the Licensing Committee on 9<sup>th</sup> September 2015.

## **2. Fees for Licence under Section 53 and 55 LG(MP)A76**

- 2.1. In accordance with Sections 53 and 55 of the LG(MP)A76, the Council may request a reasonable fee for the work it undertakes to process Driver's and Private Hire Operator's Licences. The Council must ensure that any fees generated are used to manage the process of administration only and that the overall costs are neutral to this authority, excluding any enforcement costs which must be accounted for separately.
- 2.2. Due to the amendments to the duration of Licenses for Drivers of Hackney Carriage and Private Hire Vehicles and Operators of Private Hire Vehicles, the fees for these Licenses have been consequently reviewed. Fees for Licences are usually determined as part of the Council's Budget; however, due to the amendments coming into effect on 1<sup>st</sup> October 2015, it is not appropriate to delay setting of the Licensing Fees until the Council's Budget in February 2016.
- 2.3. The table below sets out the current duration of Licences and their respective application fees and the duration of Licences from 1<sup>st</sup> October and the proposed application fees.

Licence Type	Current Duration of Licence	Existing Fee £	Duration of Licence as of 1 <sup>st</sup> October 2015	Proposed Fee £	Variance +/- (per year) £
Hackney Carriage Driver	1 year	92	3 year	263	-13
Private Hire Driver	1 year	92	3 year	263	-13
Dual Hackney Carriage/ Private Hire Driver	1 year	92	3 year	263	-13
Private Hire Operator	3 year	327	5 year	515	-30

- 2.4. The current application fee for a one year drivers' licences are £92 per annum. The calculated cost of a three year licence has been calculated at £263. The consequence of issuing a three year licence will reduce the overall cost of the licence by £13 over a 3 year period or £4.33 per annum.
- 2.5. The current application fee for a three year Private Hire Operator's licence is £327 per three year period. The calculated cost of a new five year Private Hire licence has been calculated at £515. The consequence of issuing a five year licence will reduce the overall cost of the licence by £30 over a five year period or £6 per annum.
- 2.6. The current fees structure does not take into account the Council's discretion under Sections 53 and 55 to grant a licence for a lesser period in individual cases. In such cases, it would be appropriate for the fees to be calculated on a pro rata basis.

### 3. Variances of income

- 3.1 The table below sets out details of the income the Council would expect to receive based on the current and proposed levels of fees and the numbers of licences it currently issues. It is expected that for the remainder of the year 2015/16 income through the collection of the fees will decrease by the amounts shown.

Type of licence	Number of licences	Proposed fee £	Current income per (£)	Expected income (£)	Income variance (£)
Drivers	288	263 (3 year)	26,496 (1 year)	25,248 (1 year)	-1,248
Private Hire Operators	46	515 (5 year)	15,042 (3 year)	14,214 (3 year)	-828

- 3.2 Whilst income will reduce in 2015/16, the costs of administering licences in the short term will remain the same. There are no indications at this stage that the Licensing account will be significantly affected by the loss of the identified income.
- 3.3 Should the accounts highlight any surplus or deficit then this amount will be transferred to the following financial year. It is necessary to retain the flexibility to amend fees part way through a financial year should there be very significant variances to service expenditure. In the unlikely event that this occurs a separate report will be produced at that time with recommendations as to a revised fee.
- 3.4 In line with the Council's standard fee setting process, the fees will be reviewed on an annual basis to ensure that the total income generated through the collection of fees meets the cost of issuing the licences specified.
- 3.5 It is intended to submit proposed fees for the following financial year 2016/17 within the fees and charges appendix of the annual budget setting process based on this cost recovery methodology.

#### **4. Consultation**

- 4.1. On 22<sup>nd</sup> July 2015, the Licensing Committee approved the proposed fees for public consultation with the Hackney Carriage and Private Hire trade and the general public.
- 4.2. In accordance with statutory requirements, the Council advertised the proposed fees by way of a Public Notice. Public Notices were placed into the Braintree & Witham Times and the Witham and Braintree Times on 30<sup>th</sup> July 2015 and the Halstead Gazette on 31<sup>st</sup> July 2015. The Notice was also placed on display at the Council Offices for the duration of the 28 day consultation which ended on 28<sup>th</sup> August 2015.
- 4.3. The Statutory requirement is to advertise changes to the Private Hire Operator's fees in accordance with S.70 of the Local Government (Miscellaneous Provisions) Act 1976; however it was considered sensible to advertise the changes to the Driver's fees at the same time.
- 4.4. No responses have been received to the consultation as a result of the Public Notices.
- 4.5. The Hackney Carriage and Private Hire trade were consulted directly by letter and by newsletter "Taxi and Private Hire News". The proposals were highlighted in both the letter and newsletter which signposted the reader to the Licensing Committee report and minutes of the 22<sup>nd</sup> July 2015. The Hackney Carriage and Private Hire trade were also invited to the Taxi Liaison meeting held on 4<sup>th</sup> August 2015 at which the issue of the proposed fees were raised. There was a general concern that some potential applicants or existing licence holders may reconsider being licensed as a result of the introduction of the new fees.

- 4.6. In response to the concerns raised by the Hackney Carriage and Private Hire Trade there is no evidence at present to suggest that a larger initial licence fee would be a barrier to entering the trade. The Hackney Carriage and Private Hire Trade were advised that the overall cost of the licence would actually decrease.

## **5. Recommendations**

- 5.1. It is recommended that Members:

1. Approve the fees for Hackney Carriage and Private Hire Drivers and Private Hire Operators as set out in the table below, and
2. The fees to come into effect on 1<sup>st</sup> October 2015.
3. In the event of an application for the grant of a Licence for a period of less than three years for a Hackney Carriage or Private Hire Driver, the Corporate Director shall be authorised to calculate the pro rata fee based upon the fees as determined by Full Council.
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**LEADER'S REPORT TO COUNCIL**

**Agenda No: 8a**

**OVERALL CORPORATE STRATEGY AND DIRECTION**

**1. South East Local Enterprise Partnership (SELEP)**

I previously reported on the Greater Essex Business Board's proposal for a Greater Essex LEP.

The Secretary of State, Greg Clark has now responded to the proposal saying that he isn't contemplating any boundary changes to SELEP, and that SELEP should avoid being side-tracked by internal issues. He has also questioned the decision to remove Peter Jones as Chairman as Chairman of SELEP.

The Chairman of the Greater Haven Gateway, George Kieffer, believes that proper process was followed, and that DCLG should not impose a Chairman on SELEP. Discussions will now take place on the way forward.

I have reproduced below the letter from the Secretary of State.

*Graham Peters, George Kieffer, Geoff Miles  
South East Local Enterprise Partnership  
c/o LEP Secretariat  
Essex County Council  
C328, County Hall  
Chelmsford  
CM1 1LX*

*11 August 2015*

*Dear Graham, George and Geoff*

*Thank you for your letter of 7 August.*

*I would reiterate the advice that Tom Walker gave in his letter of 5 August: it is for the whole Board of the LEP to consider its chairmanship. Given this, it would not be appropriate for me to meet with one group of participants in what is clearly an internal discussion within the LEP.*

*Given that they are responsible for substantial sums of public funds, the Government must have confidence in the leadership of any LEP and I would not expect any change to be made without prior consultation with my officials. Since your letter mentions it, I should make it clear that I am not contemplating any changes to the boundaries of any LEP - including the South East LEP. So it is not accurate to refer to being in an "interim period".*

*At a time when a substantial opportunity exists to put forward new proposals for local growth, and a requirement to implement existing Growth Deal commitments, it is important that the South East LEP should – like other LEPs – focus on those tasks and avoid the risk of being side-tracked by internal debates about matters that remove it from the Government's priorities for local growth. I am copying this letter to members of the South East LEP Board.*

*Yours sincerely*

*THE RT HON GREG CLARK MP*

## **2. Devolution of Powers to Greater Essex**

Since the last meeting of the Council I have attended a number of meetings of Essex Council Leaders to progress our submission to Government. I will make a statement to Council on the current position.

Councillor Graham Butland  
Leader of the Council

<b>Contact:</b>	<b>Councillor Graham Butland</b>
<b>Designation:</b>	<b>Leader of the Council</b>
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**REPORT TO COUNCIL – PORTFOLIO AREA OF HEALTH AND COMMUNITIES**

**Agenda No: 8b**

**Health Improvement**

I attended a special briefing session of the Essex County Council Health Overview and Scrutiny Committee to consider the new “Success Regime”. The Success Regime has the potential to deliver real and sustainable improvements in healthcare across Essex. The process will be robust and challenging as Essex has one of the most financially challenged health economies in the Country. Without any doubt the success, or not, of this process will be watched upon by some of the most senior health professionals and politicians both at local and national level.

The District’s Health and Wellbeing Panel met during August. Below is a summary of the key actions:-

- **Health Prospectus** – the new Prospectus (setting out a five year forward) has been finalised and will be distributed to all stakeholders and partners. It set out how the priorities for health and wellbeing will be driven forward by the panel. A copy will be made available to all Councillors.
- **Developing the Braintree District as a Dementia Friendly Community** – As part of the Prime Minister’s Challenge on Dementia, the panel will embark on creating as many “Dementia Friends” in the district as possible. The project kicks off in October looking at a variety of methods to raise the awareness of dementia and how to help those suffering from the disease.
- **Livewell – expansion of the brand** – Livewell is the Panel’s successful Corporate Brand which is used to promote a variety of work streams/projects/activities that are designed to improve our residents Health & Wellbeing. The success of our brand has been recognised by our partner authorities within Mid Essex, who have asked if we can roll out the brand across Maldon and Chelmsford Councils. Officers are currently working on adapting the Livewell website to accommodate information from these councils and are also in discussions around developing joint health & wellbeing campaigns.
- **Body Science Exhibition** – Braintree District Museum in conjunction with the Panel’s partners will be hosting a health-focused exhibition for schools and residents. The fully interactive “Body Science Exhibition” will run from February 2016 for 12 weeks, and will give residents an insight in to how our body works but more importantly how to look after it.
- **The Launch of “Connect Well”** – one of the successes of the Health and Wellbeing Panel is to bring together partners to work in a collaborative way on projects. Thanks to this approach I am delighted to announce that a project called “Connect Well” is about to be launched. “Connect Well” is a way of connecting people to a range of local, non-clinical support to maximise their social, emotional or practical wellbeing. This is a new initiative for people living in mid Essex and

provides an easy way to access a wide variety of support and services on their doorstep. “Connect Well champions” will be set up in venues across Braintree, Maldon and Chelmsford and will be able to signpost residents to local groups and services which are largely non-medical, hence reducing the burden on our local health services.

Funding from, and support of, Greenfields Community Housing, Braintree District Council and Essex County Council has, without doubt, contributed to the recent success of the Health and Wellbeing Panel’s projects.

## **Active Communities**

### **Leisure Services**

The Council’s Leisure Contract was worded to ensure that it offered more than just a ‘Management Service’ of our facilities. To that end it has been a busy summer inside and outside of our facilities: Below I note just a few of our recent successes:-

- **Rural Activity Sessions** – sessions are being run by Fit4Sport during the summer holidays for children between 8–12 years old living in the villages of Great Yeldham, Earls Colne, Silver End and Rivenhall, giving children in these and surrounding villages the opportunity to take part in organised sporting activities.
- **Halstead Triathlon** – an open day was held at Halstead Leisure, encouraging residents to come and try out a variety of sports based around the triathlon discipline free of charge.
- **Park Run and the newly launched Junior Park Run** – the Braintree Park Run celebrated its first birthday in July and over 200 runners turned up in fancy dress “grass skirts and Hawaiian Shirts”. Following on from the success of the adult version of Park Run, Junior Park Run has now been launched. Braintree Council has been at the heart of the success of this endeavour, providing financial and officer support to get these two popular actives off the ground.
- **Walking Football and Braintree District Walkabout Group Walks** – both these activities were introduced to engage our more elderly residents to be more active and have gone from strength to strength over the summer months. The “walkabout” group has introduced two more walks to its programme to cater for increased demand for walks in our District.
- **Girl’s Only Football Association skills session** – during August at Great Notley Park, the Essex Football Association has been running girls only football skills sessions. These sessions have been very well attended, partly due to the success of the Women’s England football team’s performance in the recent Women’s World Cup.

Councillor Tattersley and I will be undertaking a review of the Council’s Leisure Contract (looking at the Annual Service Plan) during late September and we will build into the review visits to all of the Council’s Leisure Facilities. I will report this piece of work back to Full Council.

I have attended meetings and briefings of the Braintree Active District Network and the Essex County Sports Partnership (Active Essex) all of which offer a great platform to influence and support the health and wellbeing agenda of the Braintree District.

## **Safeguarding**

We are looking to provide some refresher training for staff working out and about in the community in relation to the wider safeguarding agenda (Child Sexual Exploitation,

gangs, Modern Slavery etc.). The training is also intended to be provided to all Councillors.

I'm delighted to be offered a place on the Local Government Association Safer Communities Board where the wider safeguarding issues will be investigated and assessed. This will, no doubt, help me to understand, more greatly, the complexities of safeguarding issues.

### **Service Level Agreements**

Meetings have been arranged in September with both the Braintree District Voluntary Support Agency and Citizens Advice Bureau, leading up to the 2016/17 budget process, to consider their Service Level Agreements with Braintree District Council.

### **Rural Update**

Essex County Council, The Rural Community Council of Essex, The Essex Rural Partnership and the Essex Association of Local Councils have come together to help shape the next Essex Rural Strategy. The Strategy will be for 10 years and consultation with partners and stakeholders has commenced. The emerging plan is hoped to be available from next year. My thanks to Councillor Schwier for attending the latest Essex Rural Partnership Meeting on my behalf (due to holiday). Consultation on the Strategy will close on the 25<sup>th</sup> September.

Councillor Mrs Joanne Beavis  
Cabinet Member for Health and Communities

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**REPORT TO COUNCIL – PORTFOLIO AREA OF  
FINANCE AND PERFORMANCE**

**Agenda No: 8c**

**Audit**

At the time of compiling this report the external auditors are finalising their work on the audit of the Council's accounts for 2014/15. No significant issues have been raised with officers at this time and therefore an unqualified report is expected to be presented to the Governance Committee on 16<sup>th</sup> September.

**Financial Profile**

Work has commenced on updating the Council's Financial Profile for 2016/17 to 2019/20 with an initial update discussed by the Cabinet at the Strategy Workshop in July. Details were shared with all Members and staff in letters from the Leader of the Council and the Chief Executive on 24<sup>th</sup> July. The most significant event which will impact on the Council's finances is the Spending Review 2015 being undertaken by the Government. The findings and plans for public expenditure are scheduled to be released on 25<sup>th</sup> November, with details of the grants payable to individual local authorities expected to be released in mid-December.

**Council Tax and Business Rates**

Council tax collection performance is on track, and business rates collection performance continues to improve, with the variation between July this and last year now down to 0.45% (40.25% compared to 40.7% last year).

**Fraud Investigation Service**

One of the Council's two Fraud Investigators is being transferred to the Single Fraud Investigation Service on 1<sup>st</sup> September. The service is being run by the Department for Work and Pensions and will be responsible for investigating alleged fraud affecting housing benefit claims. The Council will continue to investigate alleged fraud affecting Council Tax Support claims.

**Housing Benefits and Council Tax Support scheme for 2016/17**

We are awaiting clarification on the Government's Welfare reforms as announced in the latest budget. No details have been received as yet in relation to the number of households within the Braintree district who may be affected by the Benefit Cap changes to be introduced in April 2016.

Councillor David Bebb  
Cabinet Member for Finance and Performance

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**REPORT TO COUNCIL – PORTFOLIO AREA OF ECONOMIC DEVELOPMENT**

**Agenda No: 8d**

Business Support

A special briefing on broadband has been arranged for Members on 6<sup>th</sup> October. At the briefing, Superfast Essex will provide Members with details of the broadband roll-out programme in the District, discuss Member concerns, and discuss options for delivering fast broadband to the more rural parts of the District.

Following the allocation of £500,000 in the Council budget for business loans, preparation is underway to launch our Business Growth Loan Fund in autumn 2015. Capital loans will be available to support existing businesses to grow and create jobs, and to attract inward investment and jobs growth.

Under our £100,000 Industrial Estate Improvement Programme, works on the Witham Industrial Estates have been completed following a grant allocation of £25,000 to Witham Industrial Watch. A survey of Springwood Drive Industrial Estate has been completed and will form the basis of consultation and engagement with businesses on their priorities for improvements under the next phase of the programme. Works will commence in December 2015 for completion in March 2016.

Economic Development

Work on the Braintree Enterprise Centre extension on Springwood Drive in Braintree continues to progress to plan and we remain on track to complete the extension by 29th January 2016.

Following the completion of a feasibility study into developing an Enterprise Centre in Witham, we have commissioned a detailed business plan and specification for the Centre jointly with Essex County Council. The Council has committed £500,000 New Homes Bonus towards the Centre and will be using the business plan to seek contributions from other partners.

We are continuing to work with the developer to bring forward a rural work hub on the former Premdor Site at Sible Hedingham under their Section 106 contribution obligation. Discussions to finalise a detailed design and specification are underway

Business Engagement

I will be attending the Braintree District Business Leaders Board on 24<sup>th</sup> September 2015 where we are due to discuss how we can meet the current and future skill needs of the District's employers, and future support for business start-up and enterprise. Essex Chambers of Commerce have now been contracted to deliver joint Business Forums in Braintree and Witham before the end of the financial year, to include constituency MP's.

Both the Council and the District Business Leaders Board have written to the Right Honorable Greg Clark MP, Secretary of State for Communities and Local Government, in support of a proposal submitted to him by Greater Essex Business Board to establish a

Greater Essex Local Enterprise Partnership. Such a body would be more responsive to business needs in the District, and recognise the District's economic growth potential as part of the Haven Gateway growth corridor, more effectively than the current South East Local Enterprise Partnership

#### Regeneration

Public consultation on a package of regeneration schemes for Witham was completed on 1<sup>st</sup> July 2015. The proposals include re-instatement of the medieval Market Place to create a 'heart' for the town and a new location for the market, and improving pedestrian links between the Newlands and Grove shopping centres. The consultation generated over 1100 responses from residents and businesses, representing the views of 1,353 people, with over 80% in favour of each of the proposals. A copy of the Consultation Report is available at [http://www.braintree.gov.uk/download/downloads/id/5200/witham\\_town\\_centre\\_consultation\\_report\\_-\\_july\\_2015](http://www.braintree.gov.uk/download/downloads/id/5200/witham_town_centre_consultation_report_-_july_2015)

We are now designing a master plan for the works to discuss with Witham Town Council and Witham Town Team.

Public consultation on a package of improvements in Halstead was completed at the end of July 2015. The proposals include public realm improvements at the top of the High Street to reduce the dominance of traffic for pedestrians, and provide an improved environment for the market. Around 2,000 responses were received. The results are being analysed and will be reported in the Autumn.

I have now attended Town Team meetings in Braintree, Halstead and Witham and Halstead Town Team's open business forum attended by James Cleverly MP. I am due to meet the Town Team Chairs to discuss their business plans including use of remaining 'Portas Pilot' funding and the £1,000 grant offered by the Council for the current financial year.

#### Skills

A Member development evening on education and skills was held at the College at Braintree on 8<sup>th</sup> September jointly introduced by myself and the Principal of Colchester Institute, Alison Andreas. Members received presentations on: addressing employer skill needs to create jobs and growth in the District; raising educational attainment in the District including establishing an Education and Skills Board; and Colchester Institute's Development Plan and their proposed Science Technology, Engineering and Mathematics training centre at the College at Braintree.

Councillor Tom Cunningham  
Cabinet Member for Economic Development

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**REPORT TO COUNCIL – PORTFOLIO AREA OF  
CORPORATE SERVICES AND ASSET MANAGEMENT**

**Agenda No: 8e**

**Governance and Members, Legal**

There are no major issues to report for the Governance or legal services. All teams have a substantial workload with a number of projects underway.

**Elections**

The team is currently undertaking the annual canvass of electors to ensure that there is an up to date and effective register. 63,500 initial forms were sent out on 15<sup>th</sup> July and a further 25,000 reminders were sent out on 28<sup>th</sup> August. All households are encouraged to return these. There are options available for internet, SMS and telephone returns or the paper copies can be posted back to the team. This year for the first time the internet portal is able to manage detailed changes to the household and individuals.

**Asset Management**

The Web design company that had offered to lease ICONS have pulled out. The cost of provision of a suitable broadband line proved to be too much for them. The space remains on the market.

The development of the Business Start-up units at Springwood Drive is progressing. It is on target for completion by January 2016.

**HR/OD&L**

One of BDC's apprentices, Emily Smith-Adams, has been short-listed for the Public Service People Managers Association (PPMA) National Apprentice of the Year Award. She will attend a 2-day assessment centre in September and the winner will be announced on completion of the assessment.

**Customer Services and ICT**

There have been no major issues with the Customer Services or the ICT Service. The infrastructure upgrade (servers, filestore and backup) of the server room continues and is on target for completion by December.

The review of long-term ICT arrangements is underway with a series of meeting held with Colchester Borough Council, Castle Point Borough Council and other councils that share ICT in-house and outsourced. Informal meetings have also been held with Capita to identify current issues, areas that work well and items that may require re-negotiation if that option is chosen.

Councillor John McKee  
Cabinet Member for Corporate Services and Asset Management

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**REPORT TO COUNCIL – PORTFOLIO AREA OF  
PLANNING AND HOUSING**

**Agenda No: 8f**

**INFRASTRUCTURE**

Roads

Following the commitment in the Chancellor's budget to an options study for dualling the A120 between Braintree and Marks Tey, Essex County Council is working with Highways England and the Department for Transport to identify an agreed preferred route by 2017 for inclusion in the next Department for Transport programme for 2020-2025.

The County Council as the Highway Authority has completed survey work for the roundabout at the entrance to Springwood Drive Industrial Estate. This will inform design options to address congestion which affects the competitiveness of businesses on the estate.

Rail

I have now held meetings with the three bidders short-listed for the Anglia Rail Franchise (Abellio & Stagecoach, First Group and National Express East Anglia Trains), and discussed how their bids can assist in delivering the District's strategic growth ambitions. In particular we discussed their plans for improving rail station parking and improving the frequency and reliability of services on the Braintree to Witham branch line. The Government will issue an Invitation to Tender on 18th September 2015, with final bids submitted in December. The franchise will be awarded in June 2016 and commence from October 2016.

**PLANNING POLICY**

As part of the Local Plan process, the Government requires local authorities to undertake housing assessments to inform the level of new homes which will need to be built in the District. Braintree District Council, working in partnership with Chelmsford City, Colchester Borough and Tendring District Councils, commissioned a report from leading independent consultants Peter Brett Associates to objectively assess the housing need in the overall housing market area. The findings of that study indicate that 845 new homes will be needed per year within the Braintree District. This needs to be assessed against other factors such as constraints, sustainability and how many homes have been built since the base date of 2013, before a target in the Local Plan can be set.

The findings of the study will be reported to Councillors at the Council's Local Plan Sub Committee Meeting on the 7th September.

## **HOUSING**

### Homelessness & Temporary Accommodation

Between April 2015 and the end of July 2015 the Council accepted 20 households as being eligible, homeless and in priority need, this compares with 64 for the same period last year. The Housing Options Team has continued to prevent homelessness occurring and has been successful in preventing or relieving homelessness for 165 households in the 4 month period – an increase of 68 on the same period last year.

At the end of July 2015 the number of households in temporary accommodation was 50, a slight increase on the previous month. Over recent weeks few properties of the required size/type have been advertised through Gateway to Homechoice and this has resulted in delays in getting accepted duty households re-housed. In July, no household was re-housed from a Craig House bedsit during the month: the first time this has happened since December 2013.

#### *Braintree Emergency Provision*

Discussions have begun in respect of the winter provision for 2015-16. Following the loss of BENS (which provided the accommodation for the last 2 years) the Council is hoping to reach agreement with New Direction/Salvation Army over arrangements for this year.

### Affordable Housing Development

#### *Completions*

There were 173 affordable housing completions during 2014-15. In 2015–16 the forecast is there will be 75 affordable completions with a range of schemes that include 40 homes at Maltings Lane, Witham and developments in Braintree, Panfield and Kelvedon. The Council is worked closely with Greenfields, Flagship, CHP, Family Mosaic and Colne Housing on this programme, which includes 2 homes for shared ownership.

#### *New Developments Starting*

I attended an event to mark the start of the Family Mosaic development on the Rayne Road site. The scheme of 20 flats is new temporary accommodation for homeless households. The scheme is highly flexible, with a mix of studio, one bed and 2 bed flats and will enable the closure of the Craig House hostel in Manor Street. The scheme is likely to be completed in 2016.

Land at Forest Road Witham has now been transferred to Greenfields and it is anticipated that work will begin on site early 2016 to construct 31 affordable homes.

Greenfields' development programme continues with schemes either on-site or shortly to start on site in Braintree, Kelvedon and Witham. In addition, the Oxford Meadow site in Sible Hedingham can now be developed following the rejection of an application to designate village green status.

### The Housing Register

Between 1<sup>st</sup> June and the end of July 2015, 111 housing association properties were let in the Braintree District via the Gateway to Homechoice system.

As at the end of July 2015 there were 2,397 applicants on the Housing Register in the following priority bands:

103 – Band A

228 – Band B

632 – Band C

130 – Band D

1293 – Band E

11 – Band F (Non bidding band used for applicants who require supported schemes that are not advertised on the Gateway to Homechoice Website such as Helen Court in Witham or Abbeyfields in Braintree)

Councillor Lady Newton  
Cabinet Member for Planning and Housing

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**REPORT TO COUNCIL – PORTFOLIO AREA OF  
ENVIRONMENT AND PLACE**

**Agenda No: 8g**

**Disabled Facilities Grant (DFG)**

We have been successful with an application to the Design Council for free consultancy to carry out a lean review of the DFG system. Officers from Braintree District Council, Essex County Council and Greenfields Community Housing Association are working with the Design Council in a series of workshops to look to improve the current system.

The current system involves several agencies who work independently making the system extremely fragmented for the customer therefore there is a need to work more efficiently so that the process of applying for disabled adaptations will be made easier. The work with the Design Council will continue until the end of November when the officers will have the necessary skills to complete their review of the DFG process.

**Solar Power**

Funding has been withdrawn on both large scale and now small scale solar field arrays under the Renewable Obligation scheme. A consultation is currently out for pre-accreditation of solar arrays (securing your FiT rate before you commission your installation). The future of Feed-in tariff for domestic and commercial roof-mounted solar remains but is to go out for consultation in a few weeks. With our own planned solar installations we intend to complete the small installations at Unit 9 and Discovery Centre as soon as possible. We must wait to see what rate is offered for our larger arrays at Witham Leisure Centre and George Yard car park because the lead in time for installation will be beyond the current FiT consultation period.

**Cigarette butt costs smoker £700**

A woman was ordered to pay nearly £700 in fines & costs for dropping a cigarette butt in Sible Hedingham.

**Man dumped business waste**

A man was ordered to pay £941 in fines & costs for leaving unauthorised business waste at a Braintree recycling centre.

**Scrap dealer is fined over £1,000**

An unlicensed scrap dealer was ordered to pay £1,027 in fines & costs for failing to provide paperwork for collection and disposal of business waste, operating without a licence and carrying controlled waste without permission from the Environment Agency.

**Woman fined for litter in garden**

A resident was ordered to pay £724 for leaving rubbish in her garden. The resident ignored a notice requesting her to clear her garden of waste. The summons last week was the second time legal action has been taken for breaching the notice.

### **Taxi and Private Hire drivers learn how to spot signs of Child Sexual Exploitation**

Licensed drivers from the District along with those from Maldon and Chelmsford attended a free training seminar on 10<sup>th</sup> July 2015 with respect to the above. The event held at Highlands House, Chelmsford was organised by the three authorities in partnership.

### **Surface Water Management Plan**

Work has now started on the Surface Water Management Plan for Braintree and Witham.

Phase 1 of the project will involve collecting all the available historic data on flooding that has occurred in the past in the two towns. Phase two involves adding this data in to computer modelling software which will draw up maps which will predict where flooding is most likely to occur in the future, depending on the amount of rain that falls in a given catchment area. The third phase of the project will be the identification of actions/structures etc. that can be put in place to mitigate any future major floods in these areas. These options will then be added to the computer model to assess their overall effectiveness of preventing flooding in the towns. At the end of the process there will be a number of viable options that can be put forward for implementation subject to funding being available. Once these options are available later next year they will be presented to Members.

### **Community Safety**

The annual PCC public engagement event took place on 9<sup>th</sup> July at Braintree Town Hall where the District Commander provided an update on the changes within Essex Police including their new control strategy/high priority themes: Child Abuse & Exploitation, Immigration/Modern Slavery, Domestic Abuse, Urban Street Gang related Violence & Vulnerability, Organised Crime and Counter Terrorism/Domestic Extremism. Members of the public focused on speeding.

### **Green Heart/Love Essex**

This year's Love Essex, which has now expanded into parts of Suffolk and Kent, was launched on 24<sup>th</sup> August and will run to the end of September. This year even more companies have joined in including Britvic, Chelmsford Star Co-operative, Domino's, Costa and Coca-Cola. The Highways Agency will put out messages on its Traffic Management System.

### **Waste Management**

Defra and the Welsh Government have published a consultation on the revised Waste Duty of Care Code of Practice. The Duty of Care is a legal requirement for those dealing with certain kinds of waste to take all reasonable steps to keep it safe in accordance with the Environmental Protection Act 1990. It applies to anyone who is a holder of household, industrial and commercial waste, also known as controlled waste. The purpose of the Duty of Care requirements is to ensure that waste is dealt with responsibly and treated correctly. Compliance with the Duty of Care helps to prevent waste crime and fly-tipping which blights the areas where it occurs, can pose a risk to the environment and human health, and affects the livelihoods of those involved in the legitimate waste management industry. The consultation is for a period of 8 weeks from 27<sup>th</sup> July 2015 to 21<sup>st</sup> September 2015.

### **Integrated Commercial and Domestic Waste Collections**

The new integrated commercial and domestic waste collection service has now been

operating for seven months. Some of the crews collecting residual waste have found it difficult to complete their work without additional support, primarily owing to the volume of work they have been given. To address this issue, two new routes are being created along with some rebalancing of properties on the existing routes. These changes will take place in early October 2015 and will affect approximately 1,000 customers. Letters are being sent out to customers in advance explaining the reasons for the change and apologising for the inconvenience. At the time of writing this report, the re-routing details had not been finalised, however, Members will be informed of the wards affected as soon as this information becomes available. Overall, I am pleased that the project (including the introduction of in-cab technology) has been successful, with the vast majority of customers' collections being completed on the scheduled week and day. In the first quarter of this financial year, the number of justified missed bins was 8.4 per 100,000 collections against our target of no more than 10/100,000, which reflects how well the service is being delivered by the various collections crews.

### **National Recycling Week 15<sup>th</sup>-21<sup>st</sup> June**

I was delighted to attend a special school assembly at Notley Green Primary School, Great Notley, recently to present children with their prizes and certificates for creating models out of recycling materials. The competition, organised by Braintree District Council in support of National Recycling Week, was open to all 54 primary schools in the Braintree District and over 300 children took part. Well done to Notley Green Primary School and thank you to all schools that took part in the competition and supported National Recycling Week.

### **Temporary Traffic Regulation Order for Guithavon Valley, Witham**

After many reports of safety concerns caused by parked cars along Guithavon Valley, Witham, the North Essex Parking Partnership (NEPP), in conjunction with staff in Operations, put in place a Temporary Traffic Regulation Order (TTRO) to alleviate the problem. The TTRO was in operation from 1<sup>st</sup> August 2015 and will be in place for up to 18 months to fully assess the effectiveness of the measures taken before consideration is given to making the Order permanent. Monitoring of the effectiveness is already underway. The Order provided for double yellow lines (no parking) along a length of Guithavon Valley with some parking gaps. This should allow safer on-street parking whilst maintaining lower vehicle speeds on a busy pedestrian through route.

### **Anglia in Bloom**

The "Anglia in Bloom" judging day took place in Halstead on 9<sup>th</sup> July. The Council's Horticulture and Street Cleansing Teams have supported the Halstead Town Partnership group for several years during which time a number of Gold Awards have been obtained in both the Anglia in Bloom and the Britain in Bloom competitions. This year for the first time, Halstead Public Gardens was entered into the competition in a separate category, so we eagerly await the results of the judging which will be announced on 17<sup>th</sup> September.

### **Play Areas**

Following requests from Halstead Town Council and Kelvedon Parish Council, the ownership of two open space sites is soon to be legally transferred to them to manage and maintain. The sites are Ramsey Road, Halstead, open space and Thorne Road, Kelvedon, playing field.

Public consultation letters have been sent out to residents living in the catchment area of three of our play areas asking for comments on the refurbishment and installation of additional play equipment at the Riverside and Tabor Avenue sites in Braintree and the



Rosebay Close site in Witham. The questionnaire will be circulated to a total of 1,550 surrounding properties, with the whole project due to be completed by 31<sup>st</sup> March 2016.

### **Sky Ropes Facility - Great Notley Country Park**

The media launch of the new Sky Ropes facility at Great Notley Country Park took place on 27<sup>th</sup> July with the Chairman, Leader of Braintree District Council and Members of both Essex County and Braintree District Councils attending the launch. The Sky Ropes course is divided into two different sections: a 'Little Tykes' section for toddlers and the main section catering for all age groups up to adults. The facility has been open to the public for six weeks now and is already proving to be a great success, complementing the Country Park and the other facilities it has to offer. Attendance figures for August were 4,637 customers on the Sky Ropes course and 1,315 customers on the Little Tykes course, with average usage across the month running at about 60%. On the busiest days this has come close to 100% which has been very encouraging.

### **Landscapes and Countryside**

The re-profiling work on the riverbank in the Bocking Blackwater Nature Reserve by Essex Wildlife Trust has been completed. This will help to stabilise the bank, reduce the sheer drop and introduce a length of new river edge habitat.

In the next few weeks the Council's Tree Strategy will be out for public consultation.

### **Deregulation Act 2015 - Taxis and Private Hire Vehicles: duration of licences**

From 1<sup>st</sup> October 2015, following the amendments to Sections 53 and 55 of the LG(MP)A76 by Section 10 of The Deregulation Act 2015, the Council will be required to grant a three year licence to Drivers of Hackney Carriage and Private Hire Vehicles and a five year licence to the Operators of Private Hire Vehicles as a standard duration. The amendments also provide the Council with discretion where it considers it appropriate in the circumstances of the case to grant licences for a lesser period of three and five years for Drivers and Operators respectively.

### **Deregulation Act 2015 - Private Hire Vehicles: sub-contracting**

From 1<sup>st</sup> October 2015 Section 11 of the Act allows minicab firms to subcontract bookings to firms licensed in a different district. Previously, sub-contracting could only take place between firms licensed in the same district.

Cllr Wendy Schmitt  
Cabinet Member Environment and Place

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COUNCIL  
14<sup>th</sup> September 2015

<b>LIST OF PUBLIC MEETINGS HELD SINCE LAST COUNCIL MEETING</b>		<b>Agenda No: 9</b>
<b>Corporate Priority:</b> Not applicable <b>Report presented by:</b> Not applicable <b>Report prepared by:</b> Emma Wisbey – Governance and Member Manager		
<b>Background Papers:</b> Published Minutes of the meetings listed within the report below.		<b>Public Report</b>
<b>Options:</b> Report for noting		<b>Key Decision: No</b>
<b>Executive Summary:</b>  Since the last Council meeting held on 28 <sup>th</sup> May 2015, the following Minutes have been published for meetings held in public session: <ul style="list-style-type: none"> <li>(1) Local Plan Sub-Committee – 8th July 2015</li> <li>(2) Overview and Scrutiny – 15th July 2015</li> <li>(3) Cabinet – 20th July 2015</li> <li>(4) Planning Committee – 21st July 2015</li> <li>(5) Licensing Committee – 22nd July 2015</li> <li>(6) Planning Committee – 4th August 2015</li> <li>(7) Planning Committee – 18th August 2015</li> <li>(8) Local Plan Sub-Committee – 7<sup>th</sup> September 2015 (copy to follow)</li> <li>(9) Licensing Committee – 9th September 2015 (copy to follow)</li> </ul>		
<b>Decision:</b>  Members are invited to note the Minutes published.		
<b>Purpose of Decision:</b>  Not applicable		
<b>Officer Contact:</b>	Emma Wisbey	
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