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This agenda is available on
www.braintree.gov.uk/Braintree/councildemocracy

CABINET

The CABINET will meet at CAUSEWAY HOUSE, BOCKING END, BRAINTREE,
ESSEX CM7 9HB on MONDAY 7TH JULY 2008 at 7.15PM

Membership

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

Invitees

Deputy Cabinet Portfolio Members:-

Councillor Nigel McCrea – Leader's Portfolio
Councillor Tim Wilkinson – Enterprise, Culture and Leisure
Councillor Robert Mitchell - Environment and Sustainability
Councillor David Bebb - Customers and Communication
Councillor Liz Edey - Communities and Housing
Councillor John McKee - Efficiency and Resources

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

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

To receive any **Apologies for Absence**

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

MINUTES - To approve as a correct record the minutes of the meeting held on 2nd June 2008 (copy previously circulated)

1. ENVIRONMENT IS CLEAN AND GREEN			
No	Subject	Executive Summary	Additional Papers
1a.	Provision of Sites for Gypsies and Travellers in Braintree District – to consider sites Presented by: Cllr Harley Report Author: Paul Munson	Page 1	Appendix 1a
1b.	District-wide Green Spaces Strategy – to endorse the Strategy Presented by: Cllr Walters Report Author: Paul Munson	Page 5	Appendix 1b
1c.	Refuse and Recycling Task & Finish Group – to receive recommendations Presented by: Cllr Walters Report Author: Paul Partridge	Page 9	
1d.	BDC Allotments Task & Finish Group – to receive recommendations Presented by: Cllr Walters Report Author: Nick Day	Page 12	Appendix 1d
1e.	Licensing Enforcement Study – to receive recommendations Presented by: Cllr Mrs Schmitt Report Author: Lee Crabb	Page 15	
2. BUSINESS IS ENCOURAGED AND THE LOCAL ECONOMY PROSPERS			
2a.	Town Centre Regeneration – Braintree, Witham & Halstead - to approve Governance arrangements (Recommendation to Council) Presented by: Cllr Lager Report Author: Andrew Epsom	Page 19	Appendix 2a
3. WE DELIVER COST EXCELLENT, COST EFFECTIVE AND VALUED SERVICES			
3a.	Capital Funding – to approve the proposals Presented by: Cllr Lager Report Author: Chris Fleetham	Page 26	
3b.	Customer Access Strategy – to approve the Strategy Presented by: Cllr Mrs Beavis Report Author: Cherie Root	Page 28	
4. HOUSING AND TRANSPORT MEET LOCAL NEEDS			
4a.	Homelessness Strategy 2008-2013 – to approve the Strategy Presented by: Cllr Mrs Schmitt	Page 29	

	Report Author: Joanne Albini		
5. PEOPLE TAKE PRIDE IN THEIR LOCAL AREAS			
5a.	Corporate Equality Plan 2008-2009 including Race Equality Scheme – to endorse the report Presented by: Cllr Mrs Schmitt Report Author: Charmaine Dean	Page 31	Appendix 5a
6. DELEGATED DECISIONS – To note the following recent delegated decision:-			
6a.	Councillor Mrs Schmitt approved funding for a new mini-bus	Page 32	
7. CABINET MEMBERS' UPDATES			
8. REFERENCES FROM COUNCIL/COMMITTEES/GROUPS			
8a.	Statement of Accounts – to receive a recommendation from the Audit Committee 26 th June 2008 Presented by: Councillor Lager	To follow	
8b.	Proposed Civic Amenity Site and Recycling Centre, Springwood Drive, Braintree – to receive a recommendation from Braintree Local Committee 1 st July 2008 Presented by: Councillor Walsh	To follow	
8c.	Smoking Policy – to receive a recommendation from the Joint Consultative Group 7 th July 2008 Presented by: Councillor Butland	Verbal report	
9. REPORTS/MINUTES TO BE NOTED			
9a.	Chief Executive Report Presented by: Allan Reid	Page 33	
9b.	Corporate Health & Safety Annual Report Presented by: Councillor Walters Report Author: Kathy Brown	Page 37	
9c.	Position Statement on Emergency Planning Presented by: Councillor Walters Report Author: Kathy Brown	Page 48	
9d.	Braintree Swimming Centre Sub Group - minutes of 4 th June 2008 Presented by: Cllr Harley	Page 58	
9e.	Performance & Efficiency Programme Board – minutes of 24 th June 2008 Presented by: Cllr Lager	To follow	
10. URGENT BUSINESS AUTHORISED BY THE CHAIRMAN			
11. EXCLUSION OF PUBLIC AND PRESS TO CONSIDER A REPORT IN PRIVATE SESSION – for reasons set out in Paragraph 1 of Part 1 of Schedule 12(A) of the Local Government Act 1972			

The last page of the public agenda is numbered 59.

AGENDA – PRIVATE SESSION

12. WE DELIVER COST EXCELLENT, COST EFFECTIVE AND VALUED SERVICES			
No	Subject	Executive Summary	Additional Papers
**12.	Customer Services Action Plan – to approve the Action Plan Presented by: Cllr Mrs Beavis Report Author: Cherie Root	Page P60	Appendix 12a

NOTE - Call in Procedure

Key Decisions can be identified by the prefix **. Any 5 Members of the Council may refer any key decision made on this Agenda to the Overview and Scrutiny Committee for 'call in'. This must be undertaken within 6 days of publication of the minutes. Any decisions made and not 'called in' by this date and time will become effective.

The last page of agenda - private session is numbered P61