

Minutes

Cabinet

1st September 2011



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:

Cabinet Members	Portfolio	Present
Councillor G Butland	Leader of the Council	Yes
Councillor C Siddall	Deputy Leader, Efficiency and Resources	Yes
Councillor J C Beavis	Communities	Yes
Councillor Lady P Newton	Enterprise, Housing and Development	Yes
Councillor W Schmitt	Environment	Yes

Deputy Cabinet Members	Portfolio	Present
Councillor D Bebb	Leader's Portfolio	Yes
Councillor J McKee	Enterprise, Housing and Development	Apologies
Councillor R Mitchell	Environment	Apologies
Councillor J O'Reilly-Cicconi	Efficiency and Resources	Yes
Councillor P Tattersley	Communities	Apologies

The following Councillors were also present as invitees of the Leader: Councillor Barlow, Leader of the Labour Group (until 8.50pm), Dr Evans, Chairman of the Overview and Scrutiny Committee, and Councillor Spray, Chairman of the Locality Working Group.

Apologies were also received from Councillor Abbott, Leader of the Green Group.

The following Councillors were also in attendance: Councillors Elliott (until 8.30pm), Horner, Mann and Ramage.

29. DECLARATIONS OF INTEREST

INFORMATION: No interests were declared.

30. QUESTION TIME

INFORMATION: There were no statements made or questions asked.

31. MINUTES

DECISION: That the minutes of the meeting of the Cabinet held on 18th July 2011 be approved as a correct record and signed by the Leader.

32. ****TOWN CENTRE IMPROVEMENT UPDATE**

INFORMATION: A report by Braintree Improvement District (BID) was tabled. Members received an outline of progress in developing the BID from Brenda Baker, Director, BID.

Members noted that the proposed expenditure can be met from the already agreed funding for town centre improvements.

DECISION:

1. That up to £85,000 be allocated to fund a pilot year of a Braintree BID from current agreed resources.
2. That expenditure of £50,000 be approved for a council-related delivery programme to deliver early improvements in Braintree Town Centre.
3. That the engagement of a project manager to develop and deliver a significant improvement programme for the town centres be supported with the cost of the post met from within existing budgets and related reserve accounts.

REASON FOR DECISION: To support the delivery of initiatives in Braintree Town Centre through establishing a BID using private and public funding, and early improvements in the Town Centre in partnership with key stakeholders.

33. **COMMUNITY HOUSING INVESTMENT PARTNERSHIP (CHIP) BOARD ANNUAL FUNDING REVIEW**

INFORMATION: Members received a report from Councillor Lady Newton, Cabinet Member for Enterprise, Housing and Development and Sandra Crosby, Housing Director, Greenfields Community Housing. It was agreed that Ms Crosby would contact Councillors Barlow and Dr Evans in response to a query relating to properties in the Templars Estate, Witham.

DECISION: That the report be noted.

34. **HOUSING STOCK TRANSFER – TRACKING THE PROMISES**

INFORMATION: Members received a report from Councillor Lady Newton, Cabinet Member for Enterprise, Housing and Development and Phil Adams, Chief Executive, Greenfields Community Housing.

Mr Adams reported that 75% of the strategic promises had been fully delivered and that the remaining promises were on track to be delivered by November 2012.

REASON FOR DECISION: To note progress on the delivery of promises made by Greenfields Community Housing as part of the transfer of housing stock in 2007.

35. ****ENTERPRISING COMMUNITIES FUND**

Minutes Published: 8 th September 2011 Call-in Expires: 16 th September 2011

DECISION:

1. That the criteria and process for the Fund as set out in the report be approved.
2. That authority be delegated to the Assistant Chief Executive in consultation with the Chairman of the Locality Working Group and the Cabinet Member for Communities to finalise the details of the scheme to enable the Fund to be launched on 1st October 2011.

REASON FOR DECISION: To agree the criteria and process for the Fund.

36. **LOCALITY WORKING GROUP**

DECISION: That the Terms of Reference for the Locality Working Group as set out in the report be approved.

REASON FOR DECISION: To establish a clear role and purpose for the working group.

37. **TREASURY MANAGEMENT ANNUAL REPORT**

DECISION: That the Annual Treasury Management Report be supported and recommended to Full Council.

REASON FOR DECISION: To demonstrate appropriate scrutiny over the treasury management function by those charged with governance responsibilities.

38. **STRATEGIC RISK MANAGEMENT**

DECISION: .That the updated schedule of strategic risks be agreed and referred to the Audit Committee for regular monitoring.

REASON FOR DECISION: To demonstrate that the Council regularly identifies the strategic risks, which may affect the achievement of its objectives, and actively manages them, as appropriate.

39. **MEDIUM-TERM FINANCIAL STRATEGY 2011/12 TO 2014/15**

INFORMATION: The Leader drew the attention of members to proposals in Appendix B of the report to change staff Terms and Conditions. The Leader and Councillor Schmitt had discussed the changes with the staff side through the Joint Consultative Group. The Leader wished to record that he was grateful to staff from all areas for their realistic and responsible response to the proposals.

DECISION:

1. That the revised assumptions, as detailed in Appendices A and C to the report, which are incorporated in the Council's updated medium-term financial profile for the period 2012/13 to 2014/15 (Appendix D) be agreed.

2. That the budget process and consultation timetable for 2012/13, as detailed in Appendix G of the report be agreed.
3. That it be noted that the Council is to enter into an arrangement with Colchester Borough Council to share its Human Resources/Payroll system.
4. That receipt of the consultation documents: 'Business Rates Retention' and 'Localising support for Council Tax in England' issued by the Government be noted and that responses will be agreed and submitted by the Cabinet Member for Efficiency and Resources.

That it be **recommended to Council**:

5. That the proposed changes to staff terms and conditions, as detailed in Appendix B, to take effect from 1st January 2012 following all staff being given 90 days notice of the changes be agreed.
6. That a provision of £200,000 for disabled adaptations be included in the 2011/12 Capital Programme.

REASON FOR DECISION: To ensure good governance arrangements through the proactive management of the Council's finances over the short and medium term.

40. **FIRST QUARTER PERFORMANCE MANAGEMENT REPORT 2011/12**

INFORMATION: It was noted that regarding Performance Indicator NI157b, Processing of Minor Planning Applications, the text should read 73 out of 84 planning applications were determined.

DECISION: That the report be noted and endorsed.

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

41. **ANNUAL HEALTH AND SAFETY REPORT APRIL 2010 TO MARCH 2011**

DECISION: That the Annual Corporate Health and Safety Report 2010/11 be noted.

REASON FOR DECISION: To inform the Cabinet of the Health and Safety performance of the Council for 2010/11.

42. **EMERGENCY PLANNING - ANNUAL POSITION STATEMENT**

DECISION: That the self-assessment position statement for 2010/11 and action taken to ensure the emergency preparedness of the Council be noted.

REASON FOR DECISION: To inform the Cabinet of emergency the preparedness of the Council.

43. **SHARED MANAGEMENT**

DECISION:

1. That the shared management arrangements regarding the Chief Executive and senior management team not be pursued at this point in time.
2. That the current position that the Council is willing to consider shared service arrangements with other public and private sector bodies based upon a business case for any proposal be endorsed.

REASON FOR DECISION: To agree the current position on shared management arrangements.

44. **CABINET MEMBERS' UPDATES**

There were no updates from Cabinet Members.

45. **REPORTS/DELEGATED DECISIONS/ MINUTES TO BE NOTED**

DECISION: That the delegated decisions contained in the report be noted.

The meeting commenced at 7.15pm and closed at 9.25pm.

G BUTLAND
(Leader)