

OVERVIEW AND SCRUTINY COMMITTEE AGENDA

Wednesday, 20th September 2017 at 7:15 PM

Council Chamber, Braintree District Council, Causeway House,
Bocking End, Braintree, CM7 9HB

THIS MEETING IS OPEN TO THE PUBLIC
(Please note this meeting will be audio recorded)
www.braintree.gov.uk

Members of the Overview and Scrutiny Committee are requested to attend this meeting to transact the business set out in the Agenda.

Councillor P Barlow (Vice Chairman)
Councillor Mrs M Cunningham
Councillor Mrs D Garrod
Councillor J Goodman
Councillor A Hensman
Councillor P Horner

Councillor G Maclure
Councillor Mrs I Parker
Councillor R Ramage
Councillor B Rose
Councillor P Schwier
Councillor C Siddall (Chairman)

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 governance@braintree.gov.uk by 3pm on the day of the meeting.

A WRIGHT
Acting Chief Executive

INFORMATION FOR MEMBERS - DECLARATIONS OF INTERESTS

Declarations of Disclosable Pecuniary Interest, Other Pecuniary Interest or Non-Pecuniary Interest

Any member with a Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest must declare the nature of their interest in accordance with the Code of Conduct. Members 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.

Question Time

The Agenda allows for a period of up to 30 minutes when members of the public can speak. Members of the public wishing to speak are requested to register by contacting the Governance and Members Team on 01376 552525 or email governance@braintree.gov.uk no later than 2 working days prior to the meeting. The Council reserves the right to decline any requests to register to speak if they are received after this time. Members of the public can remain to observe the public session of the meeting.

Please note that there is public Wi-Fi in the Council Chamber, users are required to register in order to access this. There is limited availability of printed agendas.

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 an alarm you must evacuate the building immediately and follow all instructions provided by officers. 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 during the meeting in order to prevent disturbances.

Webcast and Audio Recording

Please note that this meeting will be audio recorded only.

Documents

Agendas, reports and minutes for all the Council's public meetings can be accessed via www.braintree.gov.uk

We welcome comments from members of the public to make our services as efficient and effective as possible. If you have any suggestions regarding the meeting you have attended, you can send these via governance@braintree.gov.uk

1 Apologies for Absence

2 Member Declarations

1. To declare the existence and nature of any interests 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.
2. To declare the existence and nature of any instruction given by or on behalf of a political group to any Councillor who is a member of that group as to how that Councillor shall speak or vote on any matter before the Committee or the application or threat to apply any sanction by the group in respect of that Councillor should he/she speak or vote on any particular matter

3 Public Question Time
(See paragraph above)

4 Minutes of the Previous Meeting

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 12th July 2017 (copy previously circulated).

5 Membership of Task and Finish Groups for 2017-18

5 - 7

6 Fourth Evidence Gathering Session for the Scrutiny Review into Employment Sites and Premises

The fourth evidence gathering session for the Committee's Scrutiny Review will include the following business:-

- Members to report back verbally on site visits undertaken on 5th September 2017.

7 Decision Planner

To consider the Decision Planner for the period 1st October 2017 to 31st January 2018 (previously circulated).

8 Urgent Business - Public Session

To consider any matter which, in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.

9 Exclusion of the Public and Press

To agree the exclusion of the public and press for the consideration of any items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972.

At the time of compiling this agenda there were none.

PRIVATE SESSION

10 Urgent Business - Private Session

To consider any matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency.

Membership of Task and Finish Groups for 2017/18		Agenda No:5
Portfolio:	Health and Communities	
Corporate Outcome:	Encouraging flourishing communities Building a prosperous district – Boost employment skills and support businesses, Promoting and improving our town centre, Securing appropriate infrastructure and housing growth	
Report presented by:	Emma Wisbey, Governance and Member Manager	
Report prepared by:	Chloe Glock, Governance and Members Officer	
Background Papers:	Public Report	
Report and Minutes of 12th July 2017	Key Decision: No	
Executive Summary:		
<p>At its meeting on 12th July 2017, the Overview and Scrutiny Committee agreed that a Task and Finish Group in to Tourism in the Braintree District be established and authority was delegated to the Chairman of the Overview and Scrutiny Committee, in consultation with the Scrutiny Steering Board, to determine the membership of that Group.</p> <p>Following consultation with the Scrutiny Steering Group, Councillor Siddall exercised his delegated authority to agree the membership of the Task and Groups which is set out below:</p> <p>Membership of the Task and Finish Group (in alphabetical order):</p> <p>Councillors: John Baugh, Mrs Mary Cunningham, Andrew Hensman, Patrick Horner, Mrs Iona Parker, Mrs Jackie Pell, Peter Schweir, Mrs Sue Wilson, (8 Members).</p> <p>In accordance with the delegated authority appointed by the Overview and Scrutiny Committee, the Chairman of the Overview and Scrutiny Committee has agreed the Terms of Reference for the Scrutiny Review by Task and Finish Group. The terms of reference for the Task and Finish Group are set out in Appendix A of this report.</p> <p>The Task and Finish Group in to Tourism in the Braintree District held its first meeting on 7th September 2017 where Councillor Mrs Pell was elected as the Chairman. At this meeting Members received their first evidence gathering session which included a presentation from Anita Thornberry, Executive Director, Haven Gateway Partnership. Members were also invited to submit to the Governance Service ideas for their Scrutiny Review initially looking at what tourism exists in their wards/parishes/district and who they would like to engage with as part of the review.</p>		

Members are invited to note the membership of the Task and Finish Group.

Decision: To note that the membership of the Task and Finish Group reviewing Tourism in the Braintree District comprises of the following Members:

Councillors: Mrs Jackie Pell, John Baugh, Mrs Mary Cunningham, Andrew Hensman, Patrick Horner, Mrs Iona Parker, Peter Schweir, Mrs Sue Wilson,

Purpose of Decision:

To note the Membership of the Task and Finish Groups for 2017/18.

Any Corporate implications in relation to the following should be explained in detail

Financial:	None directly arising from this report. The Chairman of the Task and Finish Groups will receive a Chairman's allowance for the duration of the scrutiny review in accordance with the Members Allowance Scheme.
Legal:	None directly arising from this report.
Safeguarding	None directly arising from this report.
Equalities/Diversity	None directly arising from this report.
Customer Impact:	None directly arising from this report.
Environment and Climate Change:	None directly arising from this report.
Consultation/Community Engagement:	Expressions of interest were invited from all non-Cabinet Members of the Council to participate in the Task and Finish Groups' Scrutiny Reviews. Consultation on the composition of the Task and Finish Groups has been undertaken with the Overview and Scrutiny Steering Board.
Risks:	None directly arising from this report.

Officer Contact:	Chloe Glock
Designation:	Governance and Members Officer
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Terms of Reference for Tasks and Finish Group

Task and Finish Group into Tourism in the Braintree District

Terms of reference:

1. What is the current economic impact of tourism in the District?
2. What is the current tourism offer in the District?
3. What role could Councils have in promoting tourism?
4. What kinds of businesses could potentially develop and benefit from an increase in tourism spend in the District?
5. What role should Braintree District Council, Visit Essex and other partners have in promoting tourism in the District?

Time Scale for Review:

This Scrutiny Review must be completed by March 2018 to present its final report to Overview and Scrutiny on 7th March 2018 and to be recommended to Council on 26th March 2018 and for Cabinet to respond.

Lead Officer:

Emma Goodings, Head of Economic Development and Planning Policy