

Council AGENDA

Monday, 26th March 2018 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 webcast and audio recorded)
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Members of the Council are requested to attend this meeting to transact the business set out in the Agenda.

Membership:-

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

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
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.

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Documents

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AGENDA

No	Title and Purpose of Report	Pages
1	Apologies for Absence	
2	To receive any announcements/statements from the Chairman and/or Leader of the Council. Mr Rupert Sexton of Maycast Nokes – to address Full Council on their success at the National Apprenticeship Awards 2017.	
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 (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 19 th February 2018 (copy previously circulated).	
6	Formation of Appointment Committee	5 - 6
7	Recommendation from Overview and Scrutiny Committee – 7th March 2018 - Scrutiny Review into Employment Sites and Premises	7 - 16
8	Recommendation from Licensing Committee – 21st March 2018 – Taxi & Private Hire Medical Exemptions Policy	17 - 17

9 Reports from the Leader and Cabinet Members

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.

9a	Councillor Butland - Leader of the Council	18 - 18
9b	Councillor D Bebb - Finance and Performance	19 - 20
9c	Councillor T Cunningham - Economic Development	21 - 23
9d	Councillor Mrs Bowers-Flint - Planning and Housing	24 - 27
9e	Councillor J McKee - Corporate Services and Asset Management	28 - 31
9f	Councillor Mrs W Schmitt - Environment and Place	32 - 36
9g	Councillor P Tattersley - Health and Communities	37 - 41
10	List of Public Meetings Held Since Last Council Meeting	42 - 43

Formation of Appointment Committee (Corporate Director)		Agenda No: 6
Portfolio	Overall Corporate Strategy and Direction	
Corporate Outcome:	A high performing organisation that delivers excellent and value for money services	
Report presented by:	Councillor Graham Butland, Leader of the Council	
Report prepared by:	Ian Hunt, Head of Governance and Helen Krischock, HR and OD Manager	
Background Papers:		Public Report
Constitution - Chapter 2 (Officer Employment Procedure Rules)		Key Decision: No
Local Authorities (Standing Orders) (England) Regulations 2001		
Executive Summary:		
<p>Following the appointment of the Chief Executive the Leader of the Council has been in discussion with Group Leaders together with Officers to consider the process for the appointment of a permanent Corporate Director to ensure that the Corporate Management Team is resourced appropriately. Further to cross-party agreement it is proposed to commence an internal recruitment process during April 2018.</p> <p>The Council's Officer Employment Procedure Rules as set of in Chapter 2 of the Constitution require a Committee or Sub-Committee of the Council to appoint a Corporate Director, which must include the Leader of the Council and at leader one other Cabinet Member and the Chairman of the Overview and Scrutiny Committee.</p> <p>In accordance with the Local Authority (Standing Orders) (England) Regulations 2001 and the Constitution the offer of employment by the "Committee" is made subject to a consultation process with Cabinet Members who may make an objection to the proposed appointment.</p> <p>Members are asked to approve a cross party Appointment Committee of 7 Members (as set out in the recommendation below) to formally manage the recruitment process. The Committee will be supported by officers of the Council.</p> <p>The Committee will determine the appointment or, in the event of no appointment, make proposals for the continuation of the process.</p>		

Recommended Decision:

1. To establish an Appointment Committee (Corporate Director) of 7 Members to manage the recruitment process for a permanent Corporate Director on behalf of Council and not to apply political proportionality to the Committee.
2. To appoint Councillors Graham Butland (Chairman), James Abbott, Phil Barlow, Peter Tattersley, Tom Cunningham, Mrs Jackie Pell and Mrs Wendy Schmitt

Purpose of Decision:

To facilitate the appointment of a permanent Corporate Director in accordance with the provisions of the Constitution and the Local Authority (Standing Orders) (England) Regulations 2001.

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

Financial:	The appointment can be met from within existing budgets.
Legal:	The appointment of a permanent post holder must be undertaken in accordance with the Constitution (Chapter 2 – Officer Employment Procedure Rules) and the Local Authorities (Standing Orders) (England) Regulations 2001. The decision not to apply political proportionality to the Committee requires a unanimous decision of the Members present at the meeting of Full Council. Should there not be a unanimous decision, an alternative recommendation will be required to be put forward.
Safeguarding:	There are no direct implications from this report.
Equalities/Diversity:	The appointment process will consider all relevant equality and diversity matters to ensure that the Council complies with its duties.
Customer Impact:	The appointment will ensure the continued progress and growth of the organisation.
Environment and Climate Change:	There are no direct implications from this report.
Consultation/Community Engagement:	The Committee will ensure that the process is conducted in such a way as to reflect the need for the appointed person to be engaged with the community.
Risks:	Failure to make permanent arrangements would leave the Council exposed to not being able to make effective and timely decisions, or having the management structure in place to deliver services.
Officer Contact:	Helen Krischock
Designation:	HR and OD Manager
Ext. No:	2711
E-mail:	helkr@braintree.gov.uk

Recommendation from Overview and Scrutiny Committee – 7 th March 2018 - Scrutiny Review into Employment Sites and Premises		Agenda No:7
Portfolio Corporate Outcome:	Overall Corporate Strategy and Direction A prosperous district that attracts business growth and provides high quality employment opportunities Delivering better outcomes for residents and businesses and reducing costs to taxpayers	
Report presented by:	Councillor Phil Barlow, Chairman of the Overview and Scrutiny Committee	
Report prepared by:	Emma Wisbey, Governance and Members Manager	
Background Papers:		Public Report
Reports and Minutes of the Overview and Scrutiny Committee – 7 th December 2016 to 7 th March 2018		Key Decision: No
MINUTE EXTRACT		
OVERVIEW AND SCRUTINY COMMITTEE – 7 TH MARCH 2018		
41	<u>SCRUTINY REVIEW INTO EMPLOYMENT SITES AND PREMISES</u>	
INFORMATION: Members were asked to consider the findings of the Overview and Scrutiny Committee and the recommendations.		
The Chairman added that there were number of points in the previous minutes about broadband and traffic, he suggested that these points were dragged and dropped into the recommendations on infrastructure.		
The Chairman added that some of the research and findings they had undertaken, had already been taken on board from Cabinet and Council, which could be shown in the latest purchase of land by Great Notley, which shows the authority was not just looking for land for housing but also for jobs.		
In response to a Member question, The Committee was informed that there was a reference to the surveys in the recommendations and report. The Chairman also suggested that positives should be taken from the report because if people did have a large problem with the way the Council would have operated they would have contacted and replied via the Survey but the majority of replies were positive and that positive comforts should be taken from this.		

A Member also added that the report was very good, but perhaps more point should be made of the town-centric employment provision and more needs to be done for encouraging start-ups in the countryside, with regard to broadband, and premises. In response to this an officer noted that in reference to comments in the previous meeting, there were amendments in the recommendation 3 which made reference to rural sites such as Haverhill and Sudbury.

DECISION: That the Review and Recommendations were approved, subject to approval by the Chairman of a final report recommended to council for consideration prior to being referred to cabinet for a response.

Recommended Decision:

It is recommended to Full Council to refer the Scrutiny Review Report into Employment Sites and Premises to Cabinet on 14th May 2018 for consideration and response.

Purpose of Decision:

To enable the Committees' report to be referred to Cabinet in accordance with the Procedure Rules for Scrutiny as set out in the Constitution.

Scrutiny Review into Employment Sites and Premises		Agenda No:
Portfolio	Economic Development	
Corporate Outcome:	A sustainable environment and a great place to live, work and play A well connected and growing district with high quality homes and infrastructure A prosperous district that attracts business growth and provides high quality employment opportunities Delivering better outcomes for residents and businesses and reducing costs to taxpayers	
Report presented by:	Emma Goodings, Head of Economic Development and Planning Policy	
Report prepared by:	Emma Goodings, Head of Economic Development and Planning Policy	
Background Papers:		Public Report
<ul style="list-style-type: none">Reports and Minutes of Overview and Scrutiny Committee		Key Decision: No
Executive Summary:		
<p>The Overview and Scrutiny Committee has considered Employment Sites and Premises in the District in line with the Terms of Reference which are included within the report. During the consideration the Committee has met with the owners of a local business park, local businesses and a commercial agent, the Haven Gateway and Officers from various specialisms within Braintree District Council.</p> <p>As a result of these sessions, the Committee is proposing six recommendations on Employment land to Cabinet. This report includes these recommendations, the reason for each recommendation and the evidence base which has been used to support the recommendation.</p>		
Recommended Decision:		
<p>Members are asked to consider the findings of the Overview and Scrutiny Review and the recommendations set out below:</p> <ol style="list-style-type: none">For Braintree District Council Cabinet to confirm the land that has been identified for commercial development in the District.To ensure that commercial premises owned by Braintree District Council are fit		

for purpose and in a condition to attract existing users to grow and new users to locate there. This includes the overall layout and design of employment areas and provision of fibre broadband.

3. That Braintree District Council look for further opportunities for investment over and above the EastLink120 development, including those offered by sites in the North of the District and in the Garden Communities.
4. That this Council should review its priorities for commercial development and be braver in its investments such as purchasing land and then developing industrial/retail/office units to encourage more businesses from outside of the District, including promoting specialist clusters and providing employment opportunities locally for new inhabitants moving to the District occupying the increased housing stock being built under the proposed Local Plan. This could include new models of purchase and rent.
5. To encourage businesses in privately owned employment areas to form partnerships to help improve the appearance, security and services within their employment areas for the benefit of the existing businesses and in order to attract new businesses.
6. To investigate with partners the opportunities for forward funding of infrastructure which would help unlock new employment areas.

Purpose of Decision:

To enable the Committees' report to be referred to Full Council and Cabinet in accordance with the Procedure Rules for Scrutiny.

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

Financial:	Significant financial implications could arise from investment decisions which would need to be considered on a case by case basis
Legal:	Legal issues could arise from investment decisions which would need to be considered on a case by case basis
Safeguarding:	None
Equalities/Diversity:	None
Customer Impact:	None in this report, however future schemes could have a customer impact which would need to be discussed on a case by case basis.
Environment and Climate Change:	Potential impacts arising from any future development decisions would need to be considered.
Consultation/Community Engagement:	None carried out at this time
Risks:	Risks would need to be considered careful for any investment decisions made.
Officer Contact:	Emma Goodings
Designation:	Head of Economic Development and Planning Policy
Ext. No:	2511
E-mail:	Emma.goodings@braintree.gov.uk

1 Background and Terms of reference

1.1 At the Overview and Scrutiny Committee on the 7th December 2016 it was agreed that the main area of investigation was Employment Land. The Terms of Reference agreed for this Committee are as follows;

1.1.1 Does current provision meet the growth needs of current businesses and potential inward investors?

- a) To consider and understand the employment premises needs of the District with respects to towns, villages and rural areas
- b) To identify how business grow and move to new or larger premises
- c) To identify how we attract inward investment of new business into the District

1.1.2 What will be the future need for employment sites and premises to meet Local Plan growth aspirations (Employment Land Needs Assessment and economic growth priorities)

- a) How will the employment need change in relation to the new Local Plan and pending growth in the District?
- b) How should we develop our offer to attract specific sectors and clusters?

1.1.3 How can we meet future needs?

- a) What is the mismatch between current provision and future need?
- b) What are the barriers to delivery?
 - I. To understand what are the barriers to the delivery of allocated employment areas and how we can unlock them
 - II. To consider and determine what are the necessary requirements to delivering a successful business site

1.1.4 What is the Council's role in overcoming barriers to delivery:

- a) Identify the role/opportunities available to the Council in investing or facilitating growth

2 Recommendations of the Overview and Scrutiny Committee to Cabinet:

2.1 Further to the Scrutiny Review, the Overview and Scrutiny Committee make the following recommendations to Cabinet.

2.2 The recommendations have been formulated further to the consideration of the evidence gathered by the Committee and the reason for the recommendation and the evidence base to support the recommendation can be found for each of the recommendations.

Recommendation 1

Braintree District Council Cabinet to confirm the land that has been identified for commercial development in the district.

Purpose: That Cabinet are focused on the provision of land to run in parallel with identified strategy and direction.

Evidence: Initiative document to Braintree District Council from Central Government, The Secretary of State for Business, Energy and Industrial Strategy.

Recommendation 2

To ensure that commercial premises owned by Braintree District Council are fit for purpose and in a condition to attract existing users to grow and new users to locate there. This includes the overall layout and design of employment areas and provision of fibre broadband.

Purpose: That Cabinet recognise that there are buildings on the three town industrial estates that fall short of being attractive to prospective employers. It was important that all new employment premises was fitted with fibre broadband as this was essential in attracting businesses to the area.

EVIDENCE: Braintree District Council Asset Register documentation

Recommendation 3

That Braintree District Council look for further opportunities over and above the EastLink120 development, including those offered by sites in the north of the District. This may include opportunities arising from the West Braintree Garden Community which will include a business park and employment uses.

Purpose: To consider other opportunities for investment in employment areas. This area to the west of the A120 is significantly free of congestion as opposed to the east side of Braintree/ Galleys Corner. Traffic runs very well on the A131 around Great Notley and from Pods Brook/A120 through to Stansted and the M11.

Evidence: Prime evidence is Coopers of Stortford who up –sized from previous premises at Stortford to their present site on Sky-line. They obviously felt that the infrastructure of the A120 to the west of Braintree was good for the expansion and future of their business.

The Joscelyne Chase representative also spoke about this at Committee.

Recommendation 4

That this Council should review its priorities for commercial development and be braver in its investments such as purchasing land and then developing industrial/retail/office units to encourage more businesses from outside of the District, including promoting specialist clusters and providing employment opportunities locally for new inhabitants moving to the District occupying the increased housing

stock being built under the proposed Local Plan. This could include new models of purchase and rent.

Reason: There are conflicts between portfolios in that this Council wants to be seen as being employment friendly yet is also mindful of meeting its housing targets. Previously allocated employment land is therefore being permitted to be developed for housing. This Council recognises that the Town Centre requires economic development and regeneration however, development is restricted to land between Manor Street and Victoria Street, being the only land it owns in the Town Centre.

Whilst light industrial or office development will not bring in the commercial companies, the Council should not look at the direct revenue alone in keeping with the Council's investment strategy. Instead, the Council should be braver when considering investments. It needs to adopt the policy of spending to invest to save. Investing in business premises, in whichever way is most appropriate, will provide employment within the District for the extra people moving into the area and occupying the new houses; the indirect benefit is the rent, the rates and keeping the pound in the local area. This leads to increased footfall for established businesses which, in turn, would see further businesses wanting to move into or stay in the local area.

It was recognised that something needed to be done to accommodate growth on premises in the District as referenced by the findings of the survey, without the adequate facilities business would move out of the area.

If the Council were to look at a new development then parking for lorries should be a priority as currently lorries were parking in areas where they were blocking other road users purely for safety reasons.

Evidence: Braintree District Local Plan Submission Draft June 2017
15/01366/OUT Objection Comments submitted by Porta Planning LLP on behalf of Norish Ltd https://publicaccess.braintree.gov.uk/online-applications/files/801032A3FB8EBBF0D7E05D353461A3/pdf/15_01366_OUT-PORTA_PLANNING_LLP_-_NORISH_LTD-1147305.pdf

Recommendation 5

To encourage businesses in privately owned employment areas to form partnerships to help improve the appearance, security and services within their employment areas for the benefit of the existing businesses and in order to attract new businesses.

Reason: To help improve the appearance of existing employment areas and help to provide suitable parking, road space and facilities within these areas
Evidence: Site visits to employment sites in the District, Witham Industrial Watch

Recommendation 6

To investigate with partners the opportunities for forward funding of infrastructure which would help unlock new employment areas.

Purpose: To help to unlock new employment development which may be stalled due to the upfront costs of new infrastructure provision. It was reported that whilst the Springwood Industrial Estate was particularly renowned for issues with traffic, this needed to be a blanket policy to look at all traffic bottlenecks across the District and what could be done to aid this.

Evidence: Discussion with employment land owner and agents.

- 2.3 Whilst outside the Terms of the Reference of this Scrutiny Review, the Committee would also like to note the concerns that local businesses expressed over securing appropriately skilled and educated workers for their business in the District. Many of these factors were considered by the Task and Finish Group on Apprenticeships in Braintree which was undertaken in 2016, whose recommendations are now being taken forward by the Council through the Braintree Education and Skills Board.

3 Records of the evidence gathering sessions

- 3.1 The reports and minutes of the meetings of the Overview and Scrutiny Committee during which the evidence gathering sessions were held are available on the Council's website.

http://braintree.cmis.uk.com/braintree/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/4/Default.aspx

- 3.2 The evidence gathering sessions were held on:

- 1st February 2017
- 8th March 2017
- 12th July 2017
- 20th September 2017
- 22nd November 2017
- 6th December 2017
- 31st January 2018

- 3.3 Some Members of the Committee also participated in a day of site visits for current and potential employment sites in the District. The places that were visited were;

- Springwood Drive Industrial Estate, Braintree
- Skyline Business Park, Braintree
- Site of Eastlink120, Braintree
- Eastways and surroundings, Witham
- Land at Gerswin Bouvalard, Witham
- Earls Colne Business Park
- Brouton Lane, Halstead
- Bluebridge Industrial Estate, Halstead

- 3.4 In addition to the evidence gathering sessions and the site visits to employment current and potential employment sites within the District the Committee also conducted its own survey which was sent to over 3000 businesses across the District. The results of the survey can be found at

<http://braintree.cmis.uk.com/braintree/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/702/Committee/4/Default.aspx>

- 3.5 Members considered the survey at the meeting of 31st January 2018 and felt that it provided useful and supporting information which gave them comfort that the recommendations in this report are both valid and would support businesses.

AKNOWLEDGEMENTS

The Committee would like to thank the following people and organisations for supporting the work of this review:

Andy Milne – Milbank Floors
Malcolm Hobbs – Earls Colne Business Park
Paul Bird – Joscelyne Chase
Andrew Hull, Interim Head of Projects – Sustainable Development
Anita Thornberry – Haven Gateway
Gary Sung – Planning Policy Officer
Janet Whyte – Strategic Investments
Respondents of the Scrutiny Survey

Recommendation from Licensing Committee – 21st March 2018 – Taxi & Private Hire Medical Exemptions Policy		Agenda No:8
Portfolio	Environment and Place	
Corporate Outcome:	A sustainable environment and a great place to live, work and play Residents live well in healthy and resilient communities where residents feel supported	
Report presented by:	Councillor Michael Banthorpe, Chairman of the Licensing Committee	
Report prepared by:	Emma Wisbey, Governance and Member Manager	
Background Papers:		Public Report
Reports and Minutes of the Licensing Committee – 15 th November 2017 and 21 st March 2018		Key Decision: No
Minute Extract:		
<p><i>The relevant meeting of the Licensing Committee will occur after the publication of the Agenda, a minute extract will be provided for the meeting however this document has been provided to assist Members in their preparation for the meeting.</i></p> <p><i>The full report, including the Taxi & Private Hire Medical Exemptions Policy to the Licensing Committee can be viewed on the Council's website .</i></p>		
Recommended Decision:		
<p>Note: This recommendation is subject to the meeting of the Licensing Committee due on 21st March 2018.</p> <p>It is recommended to Full Council to:</p> <ol style="list-style-type: none"> 1. Adopt the Taxi & Private Hire Medical Exemptions Policy. 2. That authority is delegated to Officers as set out in paragraphs 4.1, 4.3 and 4.4 of the Report to the Licensing Committee of 21st March 2018. 		
Purpose of Decision: To allow Braintree District Council to control the issuing of medical exemptions in relation to the Equality Act 2010.		

**LEADER'S REPORT TO COUNCIL – OVERALL
STRATEGY AND DIRECTION**

Agenda No: 9a

Emergency Planning

Following a series of major incidents including Grenfell Tower last year we have been reviewing the Council's plans for Emergency Planning. One area where further training was identified was on our approach to communications and in particular social media when dealing with a major incident. I therefore attended with the Deputy Leader, Councillor Mrs Wendy Schmitt, and Management Board an excellent training event on 20th February 2018 focused on how to approach communications for emergency planning. The course was led by two BBC journalists and involved mock interviews.

James Cleverly MP

On 2nd March 2018 we held one of our regular briefings with James Cleverly MP. Updates were provided on a range of issues in his Constituency. A useful discussion was held around where James can assist in raising the profile of the Braintree District and the wider North Essex area at Westminster. This is extremely important if we are to deliver our ambitious growth and housing plans for the District. I will update Members of how we plan to approach this as the plans develop at future Council meetings.

Councillor Graham Butland
Leader of the Council

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Designation:	Leader of the Council
E-mail:	cllr.gbutland@braintree.gov.uk

REPORT TO COUNCIL – PORTFOLIO AREA OF
FINANCE AND PERFORMANCE

Agenda No: 9b

Council Tax and Business Rates:

Tax Collection rates as at end of February 2018:

- **Council Tax** collected was 97.2% for February 2018 compared to 97.2% for the previous year and the target for the year is 98.3%. Amount collected £81.2million.
- **Business Rates** collected was 96.5% for February 2018 compared to 96.6% for the previous year and the target for the year is 98.5%. Amount collected £41.2million

Single Person Discount

We have written to all residents who receive Single Person Council Tax Discount asking them to update their details, along with their 2018 annual bills.

A discount of 25 per cent on Council Tax is given to those who are the only person over the age of 18 living at the property. Currently 19,000 people claim the discount across the Braintree District.

Performance Indicators

As at the end of the third quarter, 17 projects have been completed and a further 42 projects are on track and progressing well.

13 performance indicators have achieved or exceeded target, one has missed target by less than 5% and five have missed target by more than 5%.

The performance indicator that has missed target by less than 5% relates to the collection rate for Business Rates which is less than half a percent off target and has since moved on track.

The performance indicators that have missed target by more than 5% are in relation to the number of affordable homes delivered in the quarter, visits to our leisure facilities which includes participation levels for the under 16's, the number of passenger journeys on the community transport scheme and the time taken to process housing benefit/council tax benefit new claims. Explanations for under-performance are detailed in the Cabinet report.

Financial Performance

At the end of the third quarter an overall positive variance for the year of £230,000 (1.6%) is projected against the budget. Income is projected to be overachieved by £453,000.

The current position represents an overall improvement of £124,000 from that reported at Quarter 2, after allowing for a budget virement of £300,000 agreed by Full Council to set aside some of the additional planning fee income received towards a provision for possible

future appeal costs.

Investments

Further to our meeting with Arlingclose, our Financial Advisors, a further £1 million tranche has been invested in the M&G Income Distribution Fund.

Universal Credit

Universal Credit went live in the District last autumn. The majority of new claims, from working age claimants, for help with their housing rent have been made to the DWP for Universal Credit. This change is having an adverse impact on the average time taken to process new claims for council tax support and housing benefit (20 days in February 2018). This is due in part to the time taken for the confirmation of a claimant's entitlement to universal credit to be received and to the time required to process the remaining new claims for housing benefit which by their nature have invariably taken longer to process. As a consequence we are reassessing our performance indicator, currently 18 days, for the next financial year.

Discretionary Rate Relief Scheme

The aim of the Discretionary Business Rate Relief Scheme, approved by Cabinet on 9th October 2017, was to support the hardest hit local businesses as a result of the 2017 Revaluation. The Government allocated this Council the sum of £287,021 for 2017/18 to fund the scheme. It was a stipulation that any unspent allocation would not be allowed to be carried forward to 2018/19.

I am pleased to report that approximately £285,000 has been awarded to 226 local businesses in the Braintree District. This outcome has been achieved by a revision to the original scheme; by increasing the cap limit from £4,000 to £9,500 which I agreed under delegated authority. This change meant that 16 local businesses received an additional award. The results of which were: a further 8 businesses had the level of increase limited to 4% with the remaining 8 businesses having the levels of increase reduced to between 7% and 21%.

The scheme has also been applied for 2018/19, for which the allocation from the Government is £139,410. A total of 218 local businesses have received an award with a total value of £139,355.

Fair Funding Review: a review of relative needs and resources - technical consultation on relative need

A response to the Government's consultation was sent on behalf of the Council on 12th March 2018.

Councillor David Bebb
Cabinet Member for Finance and Performance

Contact:	Councillor David Bebb
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**REPORT TO COUNCIL – PORTFOLIO AREA OF
ECONOMIC DEVELOPMENT**

Agenda No: 9c

Business Engagement

As part of shaping the business engagement programme, the Business Needs Survey has now been distributed to 3500 businesses via the Business Bulletin, 200 businesses in the High Streets and is also featured in the Business Rates Booklet, due for circulation. Results will be collated at the end of March for programme planning.

In the interim, several engagements are in the process of being planned. These include a Pop-Up Business Café run in partnership with BEST Growth Hub. It is anticipated that this will take place in mid-May at Braintree Town Hall and will work with local intermediaries and partners to provide a drop-in support session for pre-start, early-stage and established businesses in the District to seek advice and guidance. In addition, rural business visits are being planned to offer introductions to the Economic Development Team, support and funding offers available. It has been suggested that these take place from mid-March onwards.

The business-related webpages on the Council's website are currently under review and are being revised to shape a clearer offer of support for businesses. Work is expected to commence mid-March on these pages.

Two tailored campaigns were conducted on Springwood Industrial Estate on 12th February 2018, promoting South East Business Boost (SEBB) and LoCASE funding to businesses through a team from the BEST Growth Hub and Thurrock Council visiting premises, to encourage funding support through these match-funded grants.

Enterprise Centres

Braintree Enterprise Centre Phase 2: The construction of four commercial grow-on units and associated car parking is progressing well. Completion and handover is scheduled for July 2018, in compliance with Cadman Construction's programme and contractual requirements.

Osier House, Sible Hedingham: This new rural business hub, secured for nil capital cost via judicious use of S.106, reached completion on 13th December 2017. Legal transfer is now in train and transfer of ownership to the Council is imminent.

Skills

The third meeting of the Braintree District Education and Skills Board was held on 20th February 2018 with very positive feedback from the businesses and education providers attending. As well as sharing knowledge and intelligence of projects underway across the District, the group is developing a series of projects to deliver on

our priorities for Skills identified in our Annual Plan and Corporate Strategy. The first of these is a pilot project to bring businesses and schools together to provide meaningful work experience sessions in key skill shortage sectors.

The Council has been working in partnership with Colchester Institute and Braintree Information, Advice and Guidance Cluster Group to provide an Apprenticeship information event on Monday 5th March at the STEM centre at the Colchester Institute in Braintree. Over 1,000 students will be attending the event from secondary schools in the District.

Town Centres

The vision for Braintree continues to be the perfect platform for the Council to bring people together as a Town Centre Partnership. The Partnership will allow us to move the town towards a stronger future now the structure has been voted-in, and we have started a dialogue about what we will achieve over 2018, which includes revitalising the markets and deciding if pedestrianisation is right for the town amongst a range of initiatives for the year.

The Town Centre Partnership is also working with the officers on plans for an annual events programme. The next event scheduled in the town centre is an Easter heritage trail, and further events will be delivered including the Christmas 2018 celebrations.

In Halstead and Witham the Council is setting up regular meetings with the Town Councils to form an ongoing dialogue as a platform to discuss ideas and share progress as well as to explore what role they want the Council to take in activity to support ongoing prosperity and vitality in both towns. Officers are meeting Halstead Town Council on 28th March 2018.

As previously noted, layout plans for physical improvements to Halstead town centre have been completed and are still with the Highways Authority for in principle approval, which was expected this month. Officers will discuss these and the plans for Witham once the Highways Authority has finished its round of internal consultation. As soon as Officers have approval the details will be shared with local Members prior to further community engagement.

Manor Street, Braintree

The project continues to make good progress and the full business case is now scheduled to be presented for approval at Cabinet on 14th May 2018.

Broadband

Officers at Braintree are continuing to work with Superfast Essex, to deliver high speed broadband across the District. Currently the level of superfast broadband provision is on track to cover 97% of premises in the District, slightly above the Essex average of 96%. A further phase of work which could potentially take the number of premises covered up to 99% is currently being considered. The bid is currently being evaluated by all parties and a more detailed proposal will be brought to a future Cabinet meeting.

National Apprenticeship Week

National Apprenticeship Week took place from 5th-9th March 2018. As part of the Council's activities, Officers worked with Braintree Information, Advice and Guidance Cluster Group to deliver a District-wide Apprenticeship Information Event for over 900 year 10 students. The event was a great success and employers commented that the engagement and interest from students was extremely positive.

Jobs Fair

The Council's Braintree District Job Fair is taking place on Saturday 17th March 2018 in conjunction with Job Centre+. As with previous years we are hoping for a high footfall from residents who will be able to learn about the wealth of learning and career opportunities across the District.

Councillor Tom Cunningham
Cabinet Member for Economic Development

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

Agenda No: 9d

INFRASTRUCTURE

A12

Following the meeting of the A12 East Community Forum at the end of January it has been proposed to realign the community forums so that one group has representatives from Chelmsford and Maldon and one for Colchester and Braintree. Announcements of the timetable and next steps are awaited from Highways England.

A120

A further A120 Members forum for Braintree District Council Members and Parish Councils within our District took place on 20th February 2018, hosted by Jacobs and Essex County Council Highways. The meeting provided a general update on progress so far and the further work required on the project.

At that meeting, Councillor Kevin Bentley, Cabinet Member for Infrastructure at Essex County Council (ECC), informed Members that the Stage 2 assessment and feasibility study will conclude in May 2018. Councillor Bentley will announce the results of these studies in June 2018. In Autumn 2018 Highways England and the Department of Transport will review and consider ECC's announcement and the findings of the study. A preferred route announcement will be made by Highways England in 2019 when the RIS 2 funding has been confirmed.

PLANNING POLICY

Local Plan Examination

Following the Local Plan examination which held hearing sessions in January 2018, the Inspector has requested that a further hearing session is to be held on Wednesday 9th May 2018. This is specifically to consider matters of Duty to Co-operate and legal compliance arising from a representation received from Lightwood Strategic Planning who is promoting an alternative site for development around Pattiswick. This representation had not been considered as part of the previous hearing session on these issues. All information relating to this further hearing session will be published on the examination website hosted by Braintree on behalf of all the North Essex Authorities.

Once this session has taken place it is hoped that the timetable for the remaining elements of the Section 1 examination and the Section 2 Braintree only examination will become clearer.

Garden Communities

All consultation responses received to the consultation on the Issues and Options Garden Communities have now been published on the shared consultation system at the following link <http://braintree-consult.objective.co.uk/portal/negc>. I thank everyone

who attended the exhibitions and who took the time to respond to the consultation. The responses received will help inform the next stages of these documents.

Neighbourhood Plans

The Hatfield Peverel Neighbourhood Plan group has commissioned a revised Sustainability Appraisal to support their Neighbourhood Plan, which should complete the extra work required on this Plan and allow the examination of the Plan to continue. I have approved a request for a Neighbourhood Plan area to cover the Steeple Bumpstead Parish.

There are now 10 Neighbourhood Plans underway in the District which cover 11 Parishes and Parish meeting areas as follows:-

- Cressing Parish Council
- Hatfield Peverel Parish Council
- Bradwell with Pattiswick Parish Council
- Great Yeldham Parish Council
- Steeple Bumpstead Parish Council (pending area application decision)
- Coggeshall Parish Council
- Feering Parish Council
- Kelvedon Parish Council
- The Salings (Great Saling Parish Council and Bardfield Saling Parish meeting)
- Stisted Parish Council

I wish to express my thanks to all the volunteers in those Communities who are working on producing these Neighbourhood Plans. We are expecting several of them to be subject to their first round of community consultation over the next few months.

DEVELOPMENT MANAGEMENT

The figures for Quarter 4 (January-March 2018) and for the 2017/18 year totals will be published in April 2018.

Silver End Village Guide

The District Council is working in partnership with Silver End Parish Council and Greenfields Community Housing in a review of the Silver End Conservation Guide. The Guide was produced more than 25 years ago when the Article 4 Direction was first applied to the Conservation Area in the village. The effect of the Article 4 Direction is that it requires planning permission for various categories of extension and alteration to houses that would not normally need planning permission. The purpose of the original Guide was to advise householders within the Conservation Area on the restrictions that apply and on the design of alterations to dwellings that would be supported if a planning application were submitted.

Given the lapse of time since the Guide was first produced and the changes to lifestyles and constructions technologies in the intervening years, everyone agrees that the Guide needs to be reviewed and updated. The first step in the process was a workshop held last year which identified the key aspects of the Guide that needed to be updated and the next step is a photographic record being made of individual houses within the Conservation Area. This exercise is being undertaken by the Parish Council. Once the revised Guide has been drafted there will be a wider consultation exercise within the village.

HOUSING

Affordable Housing Development Programme

There have been 116 new affordable homes completed in this financial year to the end of February 2018. We are expecting 157 completions by the end of March 2018, although there may be some disruption because of the cold weather. Our Annual Plan target is 130 new homes.

The homes predicted for completion in March are on sites in Kelvedon and Witham and off London Road, Great Notley. The homes will be owned and managed by Greenfields and CHP (formerly Chelmer Housing Partnership).

We are expecting 100 new homes to be completed in 2018-19 but sites with agreements for more than 400 new affordable homes are likely to start on site during the year. The larger sites will deliver homes over more than one financial year but we are predicting that 2019-20 and 2020-21 will both include significant numbers of new social housing.

Homelessness Reduction Act

The new Homelessness Reduction Act comes into force at the beginning of April 2018. This is a really significant change in the way that homeless households are dealt with. The Team will spend much longer dealing with people who are homeless or threatened with homelessness and will complete personalised housing plans with everyone who applies.

The whole schedule for the new Act has been very challenging; the draft Guidance which really sets out the detail of the Government's expectations was published in November 2017 and the IT systems required to enable personalised plans and to facilitate the required data transfer back to Government will be installed during the two weeks before the Act comes into force.

Housing Related Support

Although The Foyer lost funding last year, Essex County Council (ECC) still funds the support services in five housing schemes for people who are homeless. It has been reported by ECC Officers that there will be no immediate reduction in the funds for support services either associated with these schemes or for the 'Floating Support' scheme. However, we do expect reductions in funding in 2019-20 and the process of deciding how reductions will be implemented is expected to begin shortly.

Rough Sleeping

When the Council conducted its estimate of rough sleepers on 15th November 2017 there were no reports of anyone sleeping rough in the District on that night. Subsequently, a number of individuals have been seen begging in Braintree town centre.

Whenever Officers in the Housing Options Team become aware of someone who may potentially be sleeping rough, contact is made and, if the individual is homeless and can be persuaded to engage, every effort will be made to secure accommodation for them. Typically this will be a night-shelter with further assistance provided to enable them to move-on to a house in multiple occupation or similar.

During the recent spell of very cold weather, the severe weather emergency protocol was in place and two individuals were able to use the lounge at New Direction to come in from the cold. Not everyone begging on the streets is homeless and unfortunately, not all those who are homeless are willing to engage with services: their needs are often very complex. The Team is currently aware of two to three people who are believed to be street homeless and will continue to work with those individuals to try to get them into some type of accommodation.

Councillor Mrs Lynette Bowers-Flint
Cabinet Member for Planning and Housing

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

Agenda No: 9e

LEGAL

Garden Communities

Work continues in support of the North Essex Garden Communities Limited, working in partnership with colleagues in Colchester Borough Council, Tendring District and Essex County Council.

Braintree District Museum Trust

Business Transfer and Funding agreements have been negotiated to achieve a smooth transfer of staff and responsibilities of the Museum Service to Braintree District Museum Trust Ltd. Now completed and ready for signature to allow transfer at 1 April 2018.

Asset Management support

Legal team continues to have work to support the projects within the Business Development and Asset Management.

BUSINESS SOLUTIONS

ICT and Digital.

All ICT and Customer Service performance indicators are on target in January with one exception, the number of calls answered within 15 seconds is Amber at 86% against 90% target and given the weather conditions, this is not a cause for concern

Cyber Security

The organisation takes the security of our assets extremely seriously and have recently carried out a 'spoof' phishing exercise which is designed to help us identify improvements that we need to make to our cyber security. It is worth noting that if any Elected Member or member of staff was infected, this could mean that not only would individual PCs and data be impacted, but also our servers and the normal operation of the Council.

Technology Day

For more information about Cyber Security, social media, new technology and how it could help you in your role, please come along to the rescheduled Technology Day, which is planned for 9th May 2018, at Causeway House.

ASSET MANAGEMENT

Asset management continue to be very active during the past month, and have made significant progress with many of investments that form part of our overall investment strategy and recent approved schemes are all on track:

Silver End GP Surgery - Purchase of Head Lease has been negotiated and contracts

signed, further adding to our income generation and health provision. We are awaiting NHS final agreement and sign off which has been delayed due to last minute negotiations with the GP's involved. Documents being exchanged in order to progress the purchase.

Premdor Business Hub (Osier House)- Completed and handover of keys to the Council will take place shortly when the land transfer from Bloor Homes to the Council is complete. Marketing of the 7 Offices continues, with a number of expressions of interest received.

COMMUNICATIONS AND MARKETING

As a part of the Better at Business initiative across the Authority, Marketing and Communications Team were targeted to increase their income generation. The Sponsorship Programme is still continuing to be successful and the Team are finding new places to create income opportunities with potential new roundabouts, publications, eBulletins, Council Tax Guides etc and revenue generation still on track.

The Marketing and Communications Team have been busy in February with a significant increase in press release activity and social media campaigns across the full range of Council activities e.g. New Chief Executive announcement, Future of Essex Vision, National Apprenticeship Week, Bad weather communication and service disruption announcements and the Manor Street Development Communication Strategy and revised timeline.

Internal communication remains a priority with the continuation of the Roadmap 2020 campaign aimed at encouraging staff to be ambitious and customer focused; work across departmental lines to improve services; become more commercial-minded, resourceful and creative; make sensible, risk managed investments in the areas that add value to residents and business and make the best use of digital.

HR AND ORGANISATIONAL DEVELOPMENT

Performance indicators for the HR service are all showing Green, demonstrating a healthy and motivated staff: low staff turnover %, low levels of sickness. We anticipate that the sickness measures will be much higher in the final quarter due to the high levels of flu' and winter bugs experienced in the staff (and across Essex)

Apprentice Programme

Our apprentice programme is going from strength to strength and the exciting news is that we are now going to be developing this further both in its quality and also the range and level of apprenticeships we will be able to offer. We currently have 18 people in the organisation who are studying for an apprenticeship, both as a new apprentice in the organisation and also existing members of staff who are studying Higher Apprenticeships.



The photo above is the majority of our Apprentices who have started as “Apprentices” and this will be featured on some of our social media

Degrees at Work Programme

This year we are launching our “Degrees at Work” programme; where relevant Members of staff, or Apprentices are able to develop further by having the opportunity to undertake degrees via an apprenticeship route. This is in its very early stages of planning and more communication will come out during the year. The degrees will be available via an apprenticeship route and (depending on the subject being studied) will take up to 4 years to complete. Currently the degrees available go up to a Bsc Hons degree, however later this year we are expecting Master’s degree level to be available.

Employee Of the Month Award Winners

I agreed to report regularly on the members of staff who have been recognised for outstanding work and going the extra mile and I would like us all to recognise the February Award winners Louise Walton and Matt Nicholson. Also nominated was Carolyn Johnson. Congratulations to all three.

Louise Walton

“Although I do not work within Louise’s department, I witness every day the amount of effort and dedication she puts into helping her team. She works within the Housing team and is one of the first points of call to help customers when they are having issues with their Gateway to Homechoice accounts. A lot of customers can be challenging to deal with, but Louise is so professional she doesn’t struggle communicating with any customers at all. As I sit in reception, I am able to hear the way some customers are aggressive towards her over the telephone as they are usually frustrated with personal issues, but Louise is always able to resolve any issue and the customers always leave more knowledgeable with their questions answered. Louise is currently an apprentice and puts 110 percent of effort into her college work as well as helping her team. I really feel as though she deserves employee of the month as a motivation to keep working as hard as she is, as she’s going to go far. From the day I started I have seen her go above and beyond helping her team. She has been nominated a couple of times the past few months and she is still putting 110% effort in every single day.”

Matt Nicholson

Matt was on-site inspections on Tuesday 13th February. As it is difficult to park at the property Matt was visiting, Matt uses the car park at a local playing field. When he was parking he noted that there were two large dogs running loose in the playing field. He could also see that a lady was in severe distress over the dogs and had shut her children in her car and had also manage to put her own dogs in the fenced children's play area to prevent the dogs from attacking, Despite Matt's concern for his own safety, he manage to usher the dogs away from the lady and also managed to calm the lady down. Matt stayed at the scene until the police and the BDC dog warden arrived. Matt then helped in securing the dogs. Via the dog warden Matt received an email from the lady thanking him for his assistance. Transpired that the lady had been 'trapped' at the playing field for two hours.

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

Agenda No: 9f

ENVIRONMENTAL SERVICES

Flood alleviation

Two new Essex County Council flood alleviations schemes are planned, both being on Braintree District Council land:

1. Land east of Williams Drive, Braintree
2. Land adjacent to Forest Road, Witham

The Williams Drive scheme is a priority.

OPERATIONS

Hadfelda Square Car Park, Hatfield Peverel: The Parish Council is negotiating a Service Level Agreement (SLA) with the North Essex Parking Partnership to carry out parking enforcement on their behalf post transfer of this facility. The SLA will include the Council as the enabling Authority. This piece of work needs to conclude before the Council can formally transfer the car park to the Parish Council to manage and maintain. It is now expected to be within the first half of the new financial year.

Highways

On 18 January 2018, the Local Highway Panel voted to approve funds £16,132 for new equipment for the Braintree Highway Ranger Service. We are currently awaiting formal sign off by Essex County Council's Cabinet Member before ordering the equipment (ride-on mower, trailer, chainsaw and other hand-held equipment).

Street Cleansing

This month saw the start of the Keep Britain Tidy Great British Spring Clean. This is a national event in which we participate each year, in addition to supporting volunteers with their events. Our staff have been out litter-picking and sweeping the A120 including the by-pass from Marks Farm roundabout to the Felsted slip road in both directions over two weekends. This was scheduled to take place over the weekend of 3 March 2018, but was delayed by a week owing to the adverse weather conditions.

Street Scene Enforcement

A 28 year old man from Storrington, West Sussex, has been fined more than £600 after illegally moving waste without a licence. The man, who was traced to an illegal traveller encampment in Witham, was seen in a commercial vehicle moving hedge cuttings from work he had undertaken at an address in Maldon, but did not hold the requisite Waste

Carriers Licence from the Environment Agency. He was issued with a £300 fixed penalty notice, but failed to pay this. On Thursday, 1 February 2018, he was due to attend Chelmsford Magistrates Court but failed to attend. The case was heard in his absence and he was found guilty and fined £660 and ordered to pay a victim surcharge of £66 and costs of £327.

Adverse Weather

Spare a thought for our operational staff who took on the 'Beast from the East' earlier this month and were out collecting in the snow/ice and bitter easterly winds.



Owing to the treacherous conditions, garden waste collections were suspended in the week of the snow and the week after to allow the crews to focus on clearing refuse, food waste and recycling. Wednesday's collections were rescheduled to Saturday, 3 March and any roads inaccessible on the Thursday and Friday were revisited the following week to ensure that all collections were completed.

Their efforts were greatly appreciated by local residents, many of whom took to social media to sing their praises. Here are just a few examples:-

"Great to see our fabulous crews working to catch up with the waste collection missed through bad weather; they are a credit to BDC."

"Blokes are trying to make a difference in nightmare conditions. The snow causes half the country to hide away, yet these guys are out working. Thanks guys."

"Unsung heroes – stop moaning about a missed bin – the conditions have been horrendous – did you not notice the snow ice and biting wind!!!!"

"My road was definitely inaccessible and extremely dangerous for them to access; they did amazing in that horrible weather."

"I didn't think they would get down our road as it's like an ice rink. They did a great job in some pretty appalling weather. Thank them for us for a fantastic job."

"I agree with these comments; they did a brilliant job in awful conditions. I can't drive the car in this weather – let alone a huge bin lorry!! Well done to all the guys."

"I didn't put my recycling bags on the drive, but they took them anyway. Brilliant job from them in these conditions."

"I would like to say thank you to the dustmen for emptying our bins today. It can't have been easy, so well done them!"

Not forgetting our Horticulture and Street Cleansing Staff who were also out clearing snow and gritting pavements to help keep people on the move. Again, I received some excellent feedback and also overheard people commenting on what a great job they were doing.

Protection of Open Spaces from Unauthorised Access/Encampments

In addition to the nine sites that were completed under Phase 1 of this project (by December 2017), we have been able to bring forward the Phase 2 work scheduled for 2018/19 and expect to have the remaining 5 sites completed by the end of this month. These are:-

- John Ray Gardens, Black Notley
- Rana Drive, Braintree
- Tapestry Walk, Braintree
- Nayling Road, Braintree
- Deford Rd. Witham (bollards only)

GREEN HEART

Dog Fouling Campaign

The **'We're Watching You'** dog fouling campaign ran for a six week period in 6 targeted areas: 4 areas saw little or no change in dog fouling incidents while 2 showed a 75% improvement. We are now working with Parish Councils to identify other areas to display the campaign material.

'Crime not to Care' campaign – Love Essex

The 'Crime not to Care' campaign resulted in a total reduction of 15% of fly-tipping incidents across Essex, (August – October 2016 vs August – October 2017).

Heightened enforcement activity ran throughout the campaign period – some of the outcomes are listed below:

- Prosecution file for a fly-tipping by a business under investigation (the vehicle full of soil and rubble was seen doing "wheelies" around an industrial estate on CCTV and shedding all its load and they were a registered waste carrier)
- Two Pace interviews for a fly-tip conducted - these were no shows – however the female already has a court date for a previous fly-tipping offence so a prosecution file will be compiled for the second offence (whereby her court summons for the first offence was found as evidence)
- A duty of care offence on trial in February as the defendant pleaded not guilty 3 weeks ago.
- A fly-tipping offence, Sec 35 (knowing permitted) when the owner of a removal business allowed one of his vehicles to be used, which later fly tipped cannabis plants– on trial in Feb 2018.
- One case which is still under investigation resulted from a letter found down the back of the fly-tipped sofa - Just like the video!

COMMUNITY SAFETY

Community Safety Partnership

These are the 3 priorities for the coming year.

Priority One - Tackling the Trafficking of Drugs in the Community

The CSP aim to develop the intelligence and awareness picture of this recently emerging criminality, especially focusing on County Lines. To do so will involve safeguarding and supporting those vulnerable to this type of exploitation, managing the impact this may have on the local community and assisting in the disruption of drug-related activities within the community.

Priority Two - Increase confidence in identifying and reporting Hidden Harms

The CSP will aim to increase the understanding and awareness of the hidden harms our communities face. We will encourage those who are affected by these harms to engage with the Partnership or relevant agencies/charities to seek help, as well as providing support and guidance to front-line practitioners to better identify this type of criminality. These harms include, but are not limited to: Child Sexual Abuse & Exploitation; Domestic Abuse; Human Trafficking, Modern Slavery and Immigration; Honour Based Abuse and Serious & Organised Crime.

Priority Three - Driving Down Violence and Disorder within the Community

The CSP aims to reduce the volume of violent offences recorded in the District, as well as continue to cut the number of ASB incidents. This will be achieved in a true partnership style, tackling this issue at every angle – from educating young people in the risks and consequences of committing a violent crime to prevention campaigns, and enforcement of the law and civil orders.

Essex Police Statistics



I attended The Police, Fire and Crime Commissioners Partnership In Action Conference on 15th March 2018.

I attended the Live Well day at Halstead on March 8th, as usual this was well-attended and information and advice given by Essex Police and Fire was well received.

On 7th March 2018 I deputised for the Leader at the Essex Assembly which was a follow up from its launch last September. That evening we had a Members Evening on the subject given by Gavin Jones, Chief Executive of Essex County Council and Andy Wright who explained how we were embedding it into our Annual Plan.

Councillor Mrs Wendy Schmitt
Cabinet Member – Environment and Place

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REPORT TO COUNCIL – PORTFOLIO AREA OF HEALTH AND COMMUNITIES

Agenda No: 9g

HEALTH AND LEISURE

Bocking Windmill

I am pleased to announce that Bocking Windmill will be opening its doors to the public on at least four occasions this year.

The Council owns this heritage asset but works with a voluntary group to open the building for public access.

The windmill, situated in Bocking, is a Grade I post mill with a two-storey roundhouse built in 1721 which was moved to its present site in 1830.

The mill was the first in the country to be transferred to a local authority when it was given to the Urban District Council by the Tabor family in 1929. Since 1964 the windmill has been managed on behalf of the Council by a voluntary group, the Friends of Bocking Windmill.

The mill ceased working at the outbreak of the First World War but has been renovated over the years. It was last renovated internally in the 1990s and externally in 2014. Most of the working machinery remains intact over the five internal floors, however, due to a fractured cross beam, although the sails are able to turn they cannot operate the machinery.



Livewell Child Update – January 2018

The Eat Well recipe competition prize winners have all been announced to the schools that participated in the competition, with prizes to be distributed soon. Seven of the ten schools involved in the Livewell Child programme took part in the competition with a total of 24 entries across the seven schools. The Council is planning to use the money received from Tesco's Bags of Help campaign to provide resources for cookery/breakfast clubs in the schools, with £4,000 to distribute to schools that want to improve or set up their own cookery or breakfast clubs.

The Council also has Tesco vouchers available to schools from the Let's Get Cooking training sessions, provided by the Children's Food Trust, to use on various cooking equipment and the general running of the cookery clubs.

The Livewell Child workshop due to be held on 24th January 2018 was postponed as it was not possible to organize speakers etc. Two new dates have been proposed and representatives from the schools and also other partners and stakeholders have been invited. Two speakers have already agreed to participate and present at the workshop. One of the confirmed speakers is from Anglian Community Enterprise (ACE) and will speak on weight management. The second speaker is from one of the schools and will speak about the setting up of its cookery club.

We are now looking to launch the campaign, 'Rustle up a Relative', with a specific project with Silver End school and Tesco Community Food Connection. Volunteers need to be identified who could transport the food on offer to Silver End school for their breakfast club.

Anglian Community Enterprise (ACE) Weigh Ins

Anglian Community Enterprise has approached us to deliver its weight management service at Braintree District Council as part of the service across Essex. The Council has agreed to deliver this new community engagement delivery model for Adult Weight Management proposed by Essex County Council.

This takes place on one hour a week on Wednesday mornings from 10am-11am and started on 31st January 2018. The public take part for a maximum of 12 weeks to complete the whole course. Customers visit the Council where they are weighed and their weight is recorded on their personal card. Each week includes a food diary that the client fills out and they also receive a different information booklet each week, for example on physical activity or food labels.

The data collected will then be sent back to ACE to collate.

Feelwell - A Case Study of the Dementia Swimming Classes

Dementia friendly swimming is a Sport For Confidence programme supported by Braintree District Council and Fusion Lifestyle, set up to enable people living with dementia to enjoy regular, fully supported time in the pool.

The programme launched at Witham Leisure Centre in September 2017. Sessions currently run every Thursday between 13:00-14:00 and are open to anybody living with dementia and their carer.

The sessions are having a significant impact on the individuals attending. One lady has been attending for eight weeks. In the past she had enjoyed swimming but in more recent years she lost her water confidence and ability to swim. Since attending the dementia friendly sessions, this lady is now able to swim unassisted for 60 minutes at a time, thanks to the support of the Sport For Confidence team and the incredible swim teachers at Witham.

In addition to the enjoyment she gains from these regular pool-based physical activity sessions, the lady has also experienced mobility and mental health improvements which has had a hugely positive impact on her daily life.

Staff at Witham Leisure centre have all received dementia friendly training, ensuring that people living with dementia are made to feel completely at ease when visiting. Sport For Confidence also runs a full physical activity programme which extends beyond the pool and welcomes people with dementia and other physical and mental health issues.

Being physically active can have a profoundly positive effect on mental and physical health. Creating programmes and environments within mainstream facilities where those with physical and mental illnesses are recognised and supported can promote positive occupational outcomes which literally changes lives.

Braintree Town Hall

Redecoration works of the stairwell ceiling are pencilled in for March 2018 along with the fitting of the new carpet in late March 2018.

A firm from Colchester has won the tender to refurbish the toilets in 2018-19. Work now begins on gaining historic building consent through Essex County Council planning department.

Up-coming events at the Town Hall Centre include:-

- March – Wedding Fair
- April – Children’s Afternoon tea and baking session
- June – 90th Birthday celebrations
- September – Casino Royale night
- October – Murder Mystery night
- December – Christmas Afternoon Tea
- January 2019 – Wedding Fair



Braintree District Council Livewell Champions

At the last Council meeting there was a presentation to our own Livewell Champions who had won a highly commended award at the recent Essex Sports Awards for their healthy lifestyle initiative. I thought it worthwhile outlining some of the great work the team of staff volunteers does to encourage the Council's staff towards adopting healthier lifestyles. The team has set up health & wellbeing fairs, free health checks for staff, weight loss programmes, providing free samples of healthy eating products, staff sporting events and general advice on healthy eating and encouraging activities at no additional cost to the Council.

COMMUNITY SERVICES

Queens Award for Voluntary Services Event

An event was co-hosted by the Lord-Lieutenant of Essex and the Chairman of Essex County Council on 27th February 2018, to congratulate the nominated charities for the Queens Award for Voluntary services. This event was also intended to raise awareness of the award and gain our support to recognise those who make an outstanding contribution through volunteering. Groups in our District that have been recognised with this award include Halstead in Bloom and Braintree over 60s club. For further information about the award or to make a nomination please go to <https://qavs.direct.gov.uk>.

Councillors' Community Grants

As at the end of February 2018 over 96 grants had been made to local organisations and groups, totalling over £77,000. Members are reminded that the deadline for grant applications to be with the Community Team for payment is 30th March 2018.

Livewell, Keep Safe Event in Halstead

Following the success of our Livewell, Keep Safe Event in Witham, an event

was held in Halstead on Thursday 8th March 2018. The aim of the event was to encourage older people in the Halstead area to attend and find out about the activities and services that are available to them. Partner agencies also attended to provide a wide range of advice and information.

Community Transport

I am pleased to advise that two new minibuses were delivered in February 2018 replacing two of our older vehicles. This demonstrates our continued commitment to this service which is much valued by customers.

Civil Society Strategy Engagement Exercise

The Office for Civil Society and Ministry of Housing, Communities and Local Government have launched an online platform for the [Civil Society Strategy Engagement Exercise](#). The Strategy is being developed through open dialogue across sectors as we build upon experiences from the past and shape the future of government's work with and for civil society.

One of the three themes of the engagement focuses on 'Place', looking at the role civil society and government can play in improving communities and building better places where people live and work. Issues relating to localism and public service innovation are throughout the engagement, which is developed jointly between the Office for Civil Society and Ministry of Housing, Communities and Local Government.

The launch of the engagement exercise has been announced on [GOV.UK](#) and the Minister for Civil Society, Tracey Crouch, has recorded a [video](#) inviting everyone to take part and launched an [online platform](#) to give feedback.

Councillor Peter Tattersley
Cabinet Member for Health and Communities

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List of Public Meetings Held Since Last Council Meeting		Agenda No: 10
Portfolio: Not applicable Corporate Outcome: Not applicable Report presented by: Not applicable Report prepared by: Emma Wisbey, Governance and Member Manager		
Background Papers:		Public Report
Published Minutes of the meetings listed within the report below.		Key Decision: No
Executive Summary: <p>Since the last Council meeting held on 19th February 2018, the following Minutes have been published for meetings held in public session:</p> <ul style="list-style-type: none"> (1) Planning Committee – 27th February 2018 (2) Overview and Scrutiny Committee – 7th March 2018 (3) *Cabinet – 12th March 2018 (4) *Licensing Committee -21st March 2018 <p>*Those minutes identified by the prefix * were not available at the time of publishing the Agenda, but are intended to be available to view on the Council's website prior to meeting.</p>		
Recommended Decision: <p>Members are invited to note the Minutes published.</p>		
Purpose of Decision: <p>Not applicable.</p>		

Any Corporate implications in relation to the following should be explained in detail.	
Financial:	Not applicable
Legal:	Not applicable
Safeguarding:	Not applicable
Equalities/Diversity:	Not applicable
Customer Impact:	Not applicable
Environment and Climate Change:	Not applicable
Consultation/Community Engagement:	Not applicable
Risks:	Not applicable
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