

# CABINET MEETING

THE CABINET WILL MEET AT THE INSTITUTE, BOCKING END, BRAINTREE, ESSEX, CM7 9AE ON MONDAY 18<sup>TH</sup> JULY 2011 AT 7.15PM

## **Membership**

Councillor G Butland (Chairman) – Leader of the Council  
Councillor Lady Newton – Enterprise, Housing and Development  
Councillor Mrs W Schmitt - Environment  
Councillor Mrs J C Beavis – Communities  
Councillor C Siddall – Efficiency and Resources

## **Invitees**

Deputy Cabinet Portfolio Members:-

Councillor D L Bebb – Leader's Portfolio  
Councillor J T McKee - Enterprise, Housing and Development  
Councillor R G S Mitchell - Environment  
Councillor P Tattersley - Communities  
Councillor J O'Reilly-Cicconi - Efficiency and Resources

Other invitees:- Group Leaders and the Chairman of the Overview and Scrutiny Committee.

For enquiries on this agenda please contact:

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This agenda is available on

[www.braintree.gov.uk/Braintree/councildemocracy](http://www.braintree.gov.uk/Braintree/councildemocracy)

## **PUBLIC INFORMATION**

### **Question Time**

Immediately after the Minutes of the previous meeting have been approved there will be a period of up to 30 minutes when members of the public can speak about Council business or other matters of local concern. During this period, Councillors who have declared a personal and prejudicial interest in any item of business on the agenda may also speak as permitted by the Council's Code of Conduct for Members. Whilst members of the public can remain to observe the whole of the public part of the meeting, Councillors with a personal and prejudicial interest must withdraw whilst the item of business in question is being considered. Members of the public wishing to speak should contact the Member Services Officer on (01376) 552525 or email [alastair.peace@braintree.gov.uk](mailto:alastair.peace@braintree.gov.uk) prior to the meeting. The Council's "Question Time" leaflet explains the procedure and copies of this may be obtained at the Council's offices at Braintree, Witham and Halstead.

### **Health and Safety**

Any persons attending meetings are requested to familiarise themselves with the nearest available fire exit, indicated by the fire evacuation signs. In the event of a continuous alarm sounding, you must evacuate the building immediately and follow all instructions provided by the fire evacuation officer who will identify him/herself. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

### **Mobile Phones**

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

### **Location Map for The Institute, Bocking End, Braintree, Essex, CM7 9AE**



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## **INFORMATION FOR MEMBERS**

### **Declarations of Interests:-**

- To declare the existence and nature of any 'personal' or 'personal and prejudicial' interests relating to items on the agenda having regard to paragraphs 8 to 12 [inclusive] of the Code of Conduct for Members in Part 5 of the Constitution and having taken appropriate advice where necessary before the meeting.
- Any member with a 'personal and prejudicial' interest to indicate whether he/she intends to make representations in accordance with paragraph 12 (2) of the Code of Conduct as part of Question Time. *Note: A member with a personal and prejudicial interest must withdraw from the room or chamber whilst the item of business the subject of such prejudicial interest is being considered*

# AGENDA

<b>1. APOLOGIES FOR ABSENCE</b>			
<b>2. DECLARATIONS OF INTEREST</b>			
<b>3. PUBLIC QUESTION TIME</b>			
<b>4. MINUTES OF LAST MEETING</b>			
(i) To approve as a correct record the minutes of the meeting held on 9 <sup>th</sup> June 2011 (Copy previously circulated).			
<b>No</b>	<b>Title &amp; Purpose of Report</b>	<b>Executive Summary</b>	<b>Additional Papers</b>
<b>5. OVERALL CORPORATE STRATEGY AND DIRECTION</b>			
5a	<b>Leader Update – The Leader of the Council to give a brief update on Key issues and activities.</b>	----	----
<b>6. WE DELIVER EXCELLENT, COST EFFECTIVE AND VALUED SERVICES</b>			
6a	<b>Statement of Accounts 2010/11</b>  <b>Presented by: Councillor Chris Siddall</b> Officer Contact: Trevor Wilson	Page 1	----
<b>7. THE ENVIRONMENT IS CLEAN AND GREEN</b>			
7a	<b>Causeway House solar photovoltaic (pv) panels project</b>  <b>Presented by: Councillor Mrs Schmitt</b> Officer Contact: Mark Wilson	Page 10	----
<b>8. PEOPLE TAKE PRIDE IN THEIR LOCAL AREAS</b>			
8a	<b>New Halstead Community Centre and Update on other Community Halls</b>  <b>Presented by: Councillor Mrs Beavis</b> Officer Contact: Charmaine Dean	Page 15	----
8b	<b>New Volunteer Policy</b>  <b>Presented by: Councillor Mrs Beavis</b> Officer Contact: Angela Verghese	Page 22	----
<b>9. BUSINESS IS ENCOURAGED AND THE LOCAL ECONOMY PROSPERS</b>			
9a	<b>Town Centre Enhancement - Delivery Partnerships</b>  <b>Presented by: Councillor Lady Newton</b> Officer Contact: Zoe Myddelton	Page 28	----

9b	<b>Extension to Enterprise Units, Springwood Drive, Braintree</b>  <b>Presented by: Councillor Lady Newton</b> Officer Contact: Zoe Myddelton	Page 32	----
9c	<b>S.106 Monitoring Fees</b>  <b>Presented by: Councillor Lady Newton</b> Officer Contact: Andrew Epsom	Page 38	----
9d	<b>Mayland House, Witham</b>  <b>Presented by: Councillor Lady Newton</b> Officer Contact: Andrew Epsom	Page 44	Pages 1 to 2  Pages P1 to P6
<b>10. CABINET MEMBERS' UPDATES</b> - to receive Cabinet Members' verbal reports on key issues within their portfolio			
<b>11. REFERENCES FROM COUNCIL/COMMITTEES/GROUPS</b>			
11a	There are none		
<b>12. REPORTS/ DELEGATED DECISIONS/MINUTES TO BE NOTED</b>			
12a	There are none.		
<b>13. URGENT BUSINESS AUTHORISED BY THE CHAIRMAN</b>			
<b>14. EXCLUSION OF PUBLIC AND PRESS TO CONSIDER REPORTS IN PRIVATE SESSION – for reasons set out in Paragraph 2 of Part 1 of Schedule 12(A) of the Local Government Act 1972</b>			

The last page of the public agenda is numbered 48.

## **AGENDA – PRIVATE SESSION**

No	Title & Purpose of Report	Executive Summary	Additional Papers
<b>15. REPORTS/ DELEGATED DECISIONS/MINUTES TO BE NOTED</b>			
15a	<b><u>Cabinet Member Decisions made under delegated powers</u></b> – to note recently made delegated decisions -	Page P49	----

*The last page of the agenda – private session is numbered P49.*