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This agenda is available on  
[www.braintree.gov.uk/Braintree/councildemocracy](http://www.braintree.gov.uk/Braintree/councildemocracy)

## **CABINET**

The CABINET will meet at CAUSEWAY HOUSE, BOCKING END, BRAINTREE,  
ESSEX CM7 9HB on MONDAY 1<sup>ST</sup> SEPTEMBER 2008 at 7.15PM

### Membership

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

### Invitees

Deputy Cabinet Portfolio Members:-

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

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

## **PUBLIC INFORMATION**

### **Question Time**

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

### **Health and Safety**

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

### **Mobile Phones**

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

### **Webcast**

Please note that this meeting will be webcast.

## **INFORMATION FOR MEMBERS**

To receive any **Apologies for Absence**

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

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

## **AGENDA**

<b>1. MINUTES OF LAST MEETING</b>			
To approve as a correct record the minutes of the meeting held on 7 <sup>th</sup> July 2008 (Copy previously circulated)			
<b>2. THE ENVIRONMENT IS CLEAN AND GREEN</b>			
<b>No</b>	<b>Subject</b>	<b>Executive Summary</b>	<b>Additional Papers</b>
**2a.	Housing and Planning Grant 2008/09 – to approve expenditure Presented by: Cllr Harley Report Author: Paul Munson	Page 1	Appendix 2a
<b>3. WE DELIVER EXCELLENT, COST EFFECTIVE AND VALUED SERVICES</b>			
3a.	Asset Management Plan – to approve the draft Plan Presented by: Cllr Lager Report Author: Trevor Wilson	Page 2	Appendix 3a
3b.	Quarterly Performance Report for April to June 2008 – to note the report Presented by: Cllr Lager Report Author: Sara Moutard	To follow	
3c.	Budget Consultation Process 2009/10 – to accept the proposed process and timetable Presented by: Cllr Lager Report Author: Trevor Wilson	Page 3	Appendix 3c
<b>4. PEOPLE TAKE PRIDE IN THEIR LOCAL AREAS</b>			
4a.	Braintree District Local Strategic Partnership - consultation document Presented by: Cllr Butland Report Author: Sara Moutard	Page 4	Appendix 4a
<b>5. EVERYONE CAN ENJOY A HEALTHY LIFESTYLE</b>			
5a.	Braintree District Strategic Assessment & Annual Partnership Plan – to support the decision of the Responsible Authority Group Presented by: Cllr Mrs Schmitt Report Author: Helena Goodwin	Page 6	Appendix 5a
5b.	Leisure Issues and Maltings Academy – to endorse the way forward as set out in report Presented by: Cllr Harley Report Author: Russell Everard	Page 8	
<b>6. HOUSING AND TRANSPORT MEETING LOCAL NEEDS</b>			
6a.	Essex Children and Young People's Plan – to adopt the Plan Presented by: Cllr Mrs Schmitt Report Author: Craig Horner	Page 10	

<b>7. DELEGATED DECISIONS – To note the following recent delegated decisions:-</b>		
7a.	Councillor Walters response to consultation on the Draft Joint Municipal Waste Strategy for Essex 2007-2032	Page 12
7b.	Councillor Butland agreed to the final version of the Council's Smoking Policy	Page 13
7c.	Councillor Butland signed off the final version of the Essex Local Area Agreement	Page 14
7d.	Councillor Harley response to consultation on proposed changes to airspace affecting the Braintree District	Page 15
7e.	Councillor Mrs Schmitt amended the Council's adopted Private Sector Housing Renewal Assistance Policy in relation to Disabled Facilities Grants	Page 17
7f.	Councillor Mrs Schmitt amended the Council's adopted Private Sector Housing Renewal Assistance Policy in relation to grants for landlords.	Page 19
7g.	Councillor Lager agreed the Proposed Agreement for 2008/09 to 2010/11 on Concessionary Travel	Page 21
<b>8. CABINET MEMBERS' UPDATES</b>		
<b>9. REFERENCES FROM COUNCIL/COMMITTEES/GROUPS</b>		
9a.	People Strategy – to receive a recommendation from the Joint Consultative Group 7 <sup>th</sup> July 2008 – to endorse the Strategy. Presented by: Cllr Butland	Pages 23/ 23a and Appendix 9a
9b.	Workforce Development Plan - to receive a recommendation from the Joint Consultative Group 7 <sup>th</sup> July 2008 – to endorse the Plan. Presented by: Cllr Butland	Page 23 and Appendix 9b
9c.	Comprehensive Area Assessment – to respond to the consultation paper (Performance & Efficiency Programme Board 11 <sup>th</sup> August 2008) Presented by: Cllr Lager	Page 23 and Appendix 9c
<b>10. REPORTS/MINUTES TO BE NOTED</b>		
10a.	Chief Executive Report Presented by: Allan Reid	To be circulated under separate cover
10b.	Joint Consultative Group – minutes of 7 <sup>th</sup> July 2008 Presented by: Councillor Butland	Page 24
10c.	Local Government Reform Cabinet Sub Group – minutes of 4 <sup>th</sup> August 2008 Presented by: Councillor Butland	Page 27

10d.	Performance & Efficiency Programme Board – minutes of 11 <sup>th</sup> August 2008 Presented by: Cllr Lager	Page 31
<b>11. URGENT BUSINESS AUTHORISED BY THE CHAIRMAN</b>		
<b>12. EXCLUSION OF PUBLIC AND PRESS TO CONSIDER REPORTS IN PRIVATE SESSION – There are none</b>		

***Please note that the next Cabinet meeting on Thursday 9<sup>th</sup> October 2008 will be held in the Council Chamber at the Town Hall Centre, Braintree.***

The last page of the agenda is numbered 34.

**NOTE - Call in Procedure**

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