

# Council AGENDA

**Wednesday, 22nd February 2017 at 7.15 PM**

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

**THIS MEETING IS OPEN TO THE PUBLIC**  
*(Please note this meeting will be webcast and audio recorded)*

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

---

**Members of the Council are requested to attend this meeting to transact the business set out in the Agenda.**

**Membership:-**

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

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](mailto:governance@braintree.gov.uk) by 3pm on the day of the meeting.

N BEACH  
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](mailto:governance@braintree.gov.uk) no later than 2 working days prior to the meeting. The Council reserves the right to decline any requests to register to speak if they are received after this time. Members of the public can remain to observe the public session of the meeting.

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

### **Health and Safety**

Any persons attending meetings in the Council offices are requested to take a few moments to familiarise themselves with the nearest available fire exit, indicated by the fire evacuation signs. In the event of an alarm you must evacuate the building immediately and follow all instructions provided by officers. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

### **Mobile Phones**

Please ensure that your mobile phone is switched to silent during the meeting in order to prevent disturbances.

### **Webcast and Audio Recording**

Please note that this meeting will be webcast and audio recorded. You can view webcasts for up to 6 months using this link: <http://braintree.public-i.tv/core/portal/home>

### **Documents**

Agendas, reports and minutes for all the Council's public meetings can be accessed via [www.braintree.gov.uk](http://www.braintree.gov.uk)

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

<b>PUBLIC SESSION</b>	<b>Page</b>
<b>1 Apologies for Absence</b>	
<b>2 To receive any announcements/statements from the Chairman and/or Leader of the Council.</b>	
<b>3 Declarations of Interest</b> 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.	
<b>4 Public Question Time</b> (See paragraph above)	
<b>5 Minutes of the Previous Meeting</b> To approve as a correct record the minutes of the meeting of the Council held on 12th December 2016 (copy previously circulated).	
<b>6 Presentation of the Fields in Trust Awards</b> To receive a presentation from Councillor Mrs W Schmitt, Cabinet Member for Environment and Place.	
<b>7 Council Budget And Council Tax 2017-18 and Medium Term Financial Strategy 2017-18 to 2020-21</b>	<b>5 - 16</b>
7(1) Recommendations from Cabinet held on 6th February 2017 - Council Budget and Council Tax 2017/18 and Medium Term Financial Strategy 2017/18 to 2020/21.	
7(2) Council Tax Resolution for 2017/18.	
<i><b>Members are requested to bring to this meeting the Cabinet Report Agenda item 9a Council Budget and Council Tax 2017/18 and Medium Term Financial Strategy 2017/18 to 2020/21 report, previously circulated.</b></i>	
<b>8 Confirmation of the Deferral of the Special Meeting of Council for the Local Plan</b>	<b>17 - 19</b>
<b>9 Acceptance of Delegated Powers in respect of a Planning Application at Stafford Park, Liston</b>	<b>20 - 24</b>

## **10 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.

<b>10a</b>	<b>Councillor G Butland - Leader of the Council</b>	<b>25 - 25</b>
<b>10b</b>	<b>Councillor D Bebb - Finance and Performance</b>	<b>26 - 27</b>
<b>10c</b>	<b>Councillor T Cunningham - Economic Development</b>	<b>28 - 29</b>
<b>10d</b>	<b>Councillor J McKee - Corporate Services and Asset Management</b>	<b>30 - 32</b>
<b>10e</b>	<b>Councillor Lady Newton - Planning and Housing</b>	<b>33 - 34</b>
<b>10f</b>	<b>Councillor Mrs W Schmitt - Environment and Place</b>	<b>35 - 37</b>
<b>10g</b>	<b>Councillor P Tattersley - Health and Communities</b>	<b>38 - 41</b>
<b>11</b>	<b>List of Public Meetings held since last Council Meeting</b>	<b>42 - 43</b>

## **PRIVATE SESSION**

There is no business for private session.

<b>Recommendations from the Cabinet, 6th February 2017</b>	<b>Agenda No: 7(1)</b>
<b>Council Budget And Council Tax 2017/18 and Medium Term Financial Strategy 2017/18 To 2020/21</b>	
<b>Background Papers:</b>	<b>Public Report</b>
<a href="#"><u>Report to Cabinet of 6<sup>th</sup> February 2017 – Council Budget and Council Tax 2017-18 and Medium-Term Financial Strategy 2017-18 to 2020-21</u></a>	
<b>Minute Extract:</b>	
<b>CABINET – 6TH FEBRUARY 2017</b>	
69 <b><u>COUNCIL BUDGET AND COUNCIL TAX 2017/18 AND MEDIUM-TERM FINANCIAL STRATEGY 2017/18 TO 2020/21</u></b>	
<b>INFORMATION:</b> Consideration was given to a report on the Council's proposed budget and Council Tax 2017/18 and the Medium Term Financial Strategy 2017/18 to 2020/21.	
In discussing this item, it was reported that no representations had been received following consultation with local businesses regarding the Council's proposed budget.	
<b>DECISION:</b> That it be <b><u>Recommended to Council</u></b> that the following be approved:	
1. The budget variations to the current base budget as detailed in Section 3 of the main report;	
2. The additional income and cost reductions as detailed in Section 5 of the main report;	
3. The unavoidable revenue budget demands (£169,680) and new investments of £443,820, of which £252,000 to be funded from New Homes Bonus and capital resources; £150,000 from balances and £41,820 from revenue, as detailed in Section 4 of the main report;	
4. That £39,652 of the administration subsidy for Universal Credit support be held in an earmarked reserve, to be utilised in respect of the next phase of the roll-out of Universal Credit and authorised by the Cabinet Member for Planning and Housing;	

5. The package of support to claimants experiencing difficulties through changes in the Local Council Tax Support scheme as detailed in Section 10.7 of the main report;
6. The Council's discretionary fees and charges for 2017/18 as detailed in Appendix A to the main report;
7. Delegated authority is given to the appropriate Cabinet Member to determine the level of Trade Waste charges, Planning pre-application fees, Land Charges, sponsorship charges, Town Hall lettings, and Environmental permits for 2017/18;
8. The Council's housing rents are reduced by 1% for 2017/18, as detailed in Appendix A to the main report;
9. The surplus of £432,142 on the Business Rates Collection Fund be transferred to the Business Rates Retention Reserve;
10. That delegated authority is given to the appropriate Cabinet Member to agree variations to Trade Waste, Town Hall Centre, Building Control and Car Parking fees and charges for commercial purposes;
11. To extend the Council's policy for Discretionary Business Rate Relief (under section 47 of the Local Government Act 1988) to include two schemes as recommended by the Government:
  - Local Newspapers - £1,500 discount for office space occupied by local newspapers for 2 years from 1<sup>st</sup> April 2017; and
  - Rural Rate Relief – 50% discretionary relief, in addition to the current 50% mandatory relief, to eligible businesses from 1<sup>st</sup> April 2017.
12. Discretionary council tax discounts and exemptions for 2017/18 are:
  - Discount applicable to empty dwellings undergoing major repairs is set at 0% for the twelve month period;
  - Discount applicable to vacant dwellings is set at 0% for the six month period;
  - Discount applicable to second homes is set at 0%;
  - Empty Homes Premium charged on dwellings vacant for over two-years be set at 50%;
13. The Council's Pay Policy for 2017/18 as detailed in Appendix F to the main report;
14. A transfer of £179,125 to the General Fund unallocated balance in 2017/18;
15. Transfers between earmarked reserves and back to the unallocated balance in 2016/17 and estimated drawdown from earmarked reserves for 2017/18 as detailed in Appendix G to the main report;

### **Capital**

16. The General Fund Capital bids for 2017/18 listed in Appendix H to the main report;

### **Treasury Management**

17. The Prudential Indicators and limits set out in Appendix J to the main report;
18. The Policy on Minimum Revenue Provision as recommended in Appendix J to the main report;
19. The Treasury Management Strategy, including annual investment strategy, for 2017/18 (Appendix J to the main report);

### **Council Tax**

20. The proposed estimates (producing a budget requirement for council tax purposes of £14,388,817) as detailed in Appendix D and the Council Tax for 2017/18 of £169.47 for a Band D property, having taking into consideration:
  - The consultation feedback, if any, received and reported verbally at the meeting;
  - The assessment of risks in the budget assumptions;
  - The Equalities Impact Assessments and
  - The Section 151 Officer's report on the robustness of the estimates and the adequacy of balances (Appendix L to the main report).

**REASON FOR DECISION:** To determine the budget and Council Tax level proposals for 2017/18 to be submitted to Full Council for consideration, in accordance with the Budget and Policy Framework Procedure Rules contained in the Constitution.

<b>Council Tax Resolution 2017/18</b>		<b>Agenda No: 7(2)</b>
<b>Portfolio</b>	<b>Finance and Performance</b>	
<b>Corporate Outcome:</b>	<b>A high performing organisation that delivers excellent and value for money services Delivering better outcomes for residents and businesses and reducing costs to taxpayers</b>	
<b>Report presented by:</b>	<b>Councillor David Bebb, Cabinet Member for Finance and Performance</b>	
<b>Report prepared by:</b>	<b>Christopher Fleetham, Corporate Director</b>	
<b>Background Papers:</b>	<b>Public Report</b>	
<a href="#"><u>Cabinet Report 6<sup>th</sup> February 2017: Council Budget and Council Tax 2017/18 and Medium-Term Financial Strategy.</u></a>	<b>Key Decision: No</b>	
<b>Executive Summary:</b>		
<p>The Council Budget and Council Tax 2017/18 and Medium Term Financial Strategy report to be considered under Agenda item 7(1) of this Council's meeting recommends a 2017/18 budget requirement for council tax purposes of £14,388,817. After allowing for Revenue Support Grant, the estimated amount of the local share of business rates to be retained by the Council for the year, and the Council's share of the estimated Collection Fund balance at 31 March 2017, in respect of council tax and business rates, this results in a Council Tax Requirement of £8,735,670. This equates to a Band D Council Tax rate of £169.47.</p> <p>In areas where there are parish and town council precepts the basic amount of council tax before major precepts are added is shown in Column 5 of Schedule A. The aggregate total of local precepts notified to the Council is £1,951,918, which equates to an average precept based on the tax base of parish and town council areas of £52.47 per Band D dwelling, an increase of 5.50% on the current year.</p> <p>The Council's budget plus the aggregate total of local precepts gives a total Council Tax Requirement of £10,687,588 for Braintree District Council.</p> <p>Taking into account the precepts expected to be received from Essex County Council, the Police &amp; Crime Commissioner for Essex, and the Essex Fire Authority, the total amount of Council Tax for each area, by category of dwelling is shown in Schedule B.</p>		



**Recommended Decision:**

To approve the Council Tax Requirement and level of Council Tax for 2017/18, in accordance with the attached resolution.

**Purpose of Decision:**

To formally set the Council Tax Requirement and Council Tax rates for 2017/18.

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

<b>Financial:</b>	The approval of the Council Tax Resolution will authorise the council tax billing of residents of Braintree District Council. The amount to be raised for this Council is £8,735,670.
<b>Legal:</b>	The Local Government Finance Act 1992 requires the Council to set for each financial year the Council Tax rates for all areas within the district and for each category of dwelling, taking into account the Council Tax Base, Council Tax Requirement, and precepts notified to it by the major precepting authorities.
<b>Safeguarding:</b>	None.
<b>Equalities/Diversity:</b>	No additional impact from that set out in the Budget report to Cabinet on 6 <sup>th</sup> February 2017.
<b>Customer Impact:</b>	No additional impact from that set out in the Budget report to Cabinet on 6 <sup>th</sup> February 2017.
<b>Environment and Climate Change:</b>	No additional impact from that set out in the Budget report to Cabinet on 6 <sup>th</sup> February 2017.
<b>Consultation/Community Engagement:</b>	No additional impact from that set out in the Budget report to Cabinet on 6 <sup>th</sup> February 2017.
<b>Risks:</b>	No additional impact from that set out in the Budget report to Cabinet on 6 <sup>th</sup> February 2017.
<b>Officer Contact:</b>	Christopher Fleetham
<b>Designation:</b>	Corporate Director
<b>Ext. No:</b>	2800
<b>E-mail:</b>	<a href="mailto:Chrfl@braintree.gov.uk">Chrfl@braintree.gov.uk</a>

## Council Tax Resolution 2017/18

### 1. Council Tax Base

- 1.1 Under delegated powers the Corporate Director has determined the amount of Council Tax Base for the whole Council area for 2017/18 as 51,547 Band D equivalents; and also that the amount set out in Column 2 of Schedule A should be the Council Tax Base for dwellings in those parts of the district listed in Column 1 of Schedule A to this resolution.

### 2. Calculation of the Council Tax Requirement

- 2.1 The following amounts are calculated by the Council for the year 2017/18, in accordance with the Local Government Finance Act 1992 (as amended):-

**£97,008,538** being the expenditure the Council estimates it will incur in the year in performing its functions and which will be charged to its General Fund revenue account in accordance with proper practice. This amount includes allowances for contingencies, additions to earmarked financial reserves and general balances, and local precepts issued to the Council.

**£86,320,950** being the income estimated by the Council which will be credited to the General Fund revenue account in accordance with proper practice. This amount includes specific and general government grants, the estimated use of earmarked financial reserves, and the Council's share of the estimated Collection Fund balance at 31 March 2017 in respect of council tax and business rates.

**£10,687,588**, being the Council Tax Requirement for the year calculated as the difference between expenditure and income as set out above.

- 2.2 In making the above calculations the following amounts have been taken into account:

**£777,347**, being the amount of Revenue Support Grant receivable from central government for the year.

**£4,178,988**, being the estimated amount of the local share of business rates to be retained by the Council for the year after allowing for the following items: a tariff of £12,267,608; an estimated levy of £764,686 due to the Essex Business Rate Pool; and a net amount of £925,255 estimated to be receivable from central government to fund previous year caps on the RPI increase in the business rate multiplier and the extension of various discretionary reliefs being funded by government.

**£194,255**, being the amount that has been calculated as the Council's share of the estimated Collection Fund balance at 31 March 2017 in respect of council tax, which will be transferred from the Collection Fund to the General Fund revenue account in 2017/18.

**£432,142**, being the Council's share of the estimated Collection Fund balance at 31 March 2017 in respect of business rates to be transferred from the

Collection Fund to the General Fund revenue account in 2017/18.

**£70,415**, being the aggregate amount of transitional grant, additional rural services grant, and returned funding to be provided by government as announced in the Final Local Government Finance Settlement for 2017/18.

**£1,951,918**, being the total of all local precepts received from town and parish councils and shown in Column 3 of Schedule A.

### **3. Calculation of the Basic Amount of Council Tax**

**3.1** The following amounts have been calculated:

**£207.34**, being the basic amount of Council Tax for the year including local precepts, calculated by dividing the Council Tax Requirement by the Council Tax Base for the whole district.

**£169.47**, being the basic amount of Council Tax for dwellings in those parts of the District where there are no local precepts for town or parish councils. This represents the District Council's share of the total Council Tax rate and is charged across property bands as follows:

<b>Property Band</b>	<b>Band as proportion of Band D</b>	<b>Council Tax Rate</b>
A	6/9	£112.98
B	7/9	£131.81
C	8/9	£150.64
D	9/9	£169.47
E	11/9	£207.13
F	13/9	£244.79
G	15/9	£282.45
H	18/9	£338.94

The District Council's basic amount of Council Tax equates to a Council Tax Requirement for the Council's own purposes (excluding town and parish precepts) of **£8,735,670**.

Under the principles set by the Secretary of State for Communities and Local Government for the 2017/18 financial year, the basic amount of Council Tax calculated by the Council is not deemed excessive and therefore does not require a referendum to be held.

The amounts shown in Column 5 of Schedule A, calculated by adding to the basic amount of Council Tax in those parts of the District where there are no local precepts, the local precept amount relating to each parish or town council area, divided by the tax base for that area. This represents the basic amount of Council Tax for each parish or town council area. The charge for each property band is also shown in Schedule A.

#### **4. Special Expenses**

4.1 The Council resolves that any expenses incurred by it in performing, in part of its area, a function that is performed elsewhere in its area by a parish or town council, or a Chairman of a parish meeting, shall not be treated as Special Expenses for the purposes of Section 35 of the Local Government Finance Act 1992.

#### **5. Council Tax Setting**

5.1 The Council note that it has been advised of the following precepts:

- Essex County Council £59,985,244
- Police & Crime Commissioner for Essex £8,095,456
- Essex Fire Authority £3,558,289

Expressed as a Council Tax rate for dwellings in the following property bands:

<b>Property Band</b>	<b>Essex County Council</b>	<b>Police &amp; Crime Commissioner for Essex</b>	<b>Essex Fire Authority</b>
A	£775.80	£104.70	£46.02
B	£905.10	£122.15	£53.69
C	£1,034.40	£139.60	£61.36
D	£1,163.70	£157.05	£69.03
E	£1,422.30	£191.95	£84.37
F	£1,680.90	£226.85	£99.71
G	£1,939.50	£261.75	£115.05
H	£2,327.40	£314.10	£138.06

5.2 The Council at having calculated the aggregate of the amounts stated above for each area within the District, the Council hereby sets the amounts shown in Schedule B as the total amount of Council Tax for each of the property Bands.

**SCHEDULE A**

Col . 1	Col . 2	Col . 3	Col . 4	Col . 5	COUNCIL TAX FOR THE DISTRICT COUNCIL INCLUDING PARISH TAX £							
PARISH/AREA	TAX BASE (BAND D EQUIV)	PARISH PRECEPT £	PARISH TAX (BAND D) £	BASIC AMOUNT OF COUNCIL TAX £	A	B	C	D	E	F	G	H
ALPHAMSTONE & LAMARSH	200.48	3,509	17.50	186.97	124.65	145.42	166.20	186.97	228.52	270.07	311.62	373.94
ASHEN	145.63	4,261	29.26	198.73	132.49	154.57	176.65	198.73	242.89	287.05	331.22	397.46
BARDFIELD SALING	96.43	-	0.00	169.47	112.98	131.81	150.64	169.47	207.13	244.79	282.45	338.94
BELCHAMP OTTEN	76.23	1,000	13.12	182.59	121.73	142.01	162.30	182.59	223.17	263.74	304.32	365.18
BELCHAMP ST PAUL	160.58	3,000	18.68	188.15	125.43	146.34	167.24	188.15	229.96	271.77	313.58	376.30
BELCHAMP WALTER	100.58	4,856	48.28	217.75	145.17	169.36	193.56	217.75	266.14	314.53	362.92	435.50
BIRDBROOK	147.61	12,691	85.98	255.45	170.30	198.68	227.07	255.45	312.22	368.98	425.75	510.90
BLACK NOTLEY	885.36	48,000	54.22	223.69	149.13	173.98	198.84	223.69	273.40	323.11	372.82	447.38
BORLEY	53.16	1,249	23.50	192.97	128.65	150.09	171.53	192.97	235.85	278.73	321.62	385.94
BRADWELL	219.78	7,965	36.24	205.71	137.14	160.00	182.85	205.71	251.42	297.14	342.85	411.42
BRAINTREE	14247.63	-	0.00	169.47	112.98	131.81	150.64	169.47	207.13	244.79	282.45	338.94
BULMER	271.92	9,146	33.63	203.10	135.40	157.97	180.53	203.10	248.23	293.37	338.50	406.20
BURES HAMLET	318.68	25,968	81.49	250.96	167.31	195.19	223.08	250.96	306.73	362.50	418.27	501.92
CASTLE HEDINGHAM	481.54	24,523	50.93	220.40	146.93	171.42	195.91	220.40	269.38	318.36	367.33	440.80
COGGESHALL	1778.44	154,213	86.71	256.18	170.79	199.25	227.72	256.18	313.11	370.04	426.97	512.36
COLNE ENGAINÉ	403.92	22,722	56.25	225.72	150.48	175.56	200.64	225.72	275.88	326.04	376.20	451.44
CRESSING	620.14	35,782	57.70	227.17	151.45	176.69	201.93	227.17	277.65	328.13	378.62	454.34
EARLS COLNE	1257.06	68,906	54.82	224.29	149.53	174.45	199.37	224.29	274.13	323.97	373.82	448.58
FEERING	815.76	52,087	63.85	233.32	155.55	181.47	207.40	233.32	285.17	337.02	388.87	466.64
FINCHINGFIELD	662.81	38,867	58.64	228.11	152.07	177.42	202.76	228.11	278.80	329.49	380.18	456.22
FOXEARH & LISTON	154.24	6,858	44.46	213.93	142.62	166.39	190.16	213.93	261.47	309.01	356.55	427.86
GESTINGTHORPE	181.37	5,400	29.77	199.24	132.83	154.96	177.10	199.24	243.52	287.79	332.07	398.48
GOSFIELD	565.19	31,848	56.35	225.82	150.55	175.64	200.73	225.82	276.00	326.18	376.37	451.64
GREAT BARDFIELD	524.60	30,809	58.73	228.20	152.13	177.49	202.84	228.20	278.91	329.62	380.33	456.40
GREAT MAPLESTEAD	163.75	4,508	27.53	197.00	131.33	153.22	175.11	197.00	240.78	284.56	328.33	394.00
GREAT NOTLEY	2461.34	76,301	31.00	200.47	133.65	155.92	178.20	200.47	245.02	289.57	334.12	400.94
GREAT SALING	136.42	6,488	47.56	217.03	144.69	168.80	192.92	217.03	265.26	313.49	361.72	434.06
GREAT YELDHAM	576.87	43,085	74.69	244.16	162.77	189.90	217.03	244.16	298.42	352.68	406.93	488.32
GREENSTEAD GREEN	275.42	6,129	22.25	191.72	127.81	149.12	170.42	191.72	234.32	276.93	319.53	383.44
HALSTEAD	3771.85	167,206	44.33	213.80	142.53	166.29	190.04	213.80	261.31	308.82	356.33	427.60
HATFIELD PEVEREL	1745.57	57,523	32.95	202.42	134.95	157.44	179.93	202.42	247.40	292.38	337.37	404.84
HELIONS BUMPSTEAD	181.86	12,052	66.27	235.74	157.16	183.35	209.55	235.74	288.13	340.51	392.90	471.48
HENNYS,MIDDLETON & TWINSTEAD	235.23	4,780	20.32	189.79	126.53	147.61	168.70	189.79	231.97	274.14	316.32	379.58
KELVEDON	1301.65	96,047	73.79	243.26	162.17	189.20	216.23	243.26	297.32	351.38	405.43	486.52
LITTLE MAPLESTEAD	113.85	3,136	27.55	197.02	131.35	153.24	175.13	197.02	240.80	284.58	328.37	394.04

**SCHEDULE A**

Col . 1	Col . 2	Col . 3	Col . 4	Col . 5	COUNCIL TAX FOR THE DISTRICT COUNCIL INCLUDING PARISH TAX £							
PARISH/AREA	TAX BASE (BAND D EQUIV)	PARISH PRECEPT £	PARISH TAX (BAND D) £	BASIC AMOUNT OF COUNCIL TAX £	A	B	C	D	E	F	G	H
LITTLE YELDHAM, TILBURY JUXTA CLARE, & OVINGTON	239.73	5,703	23.79	193.26	128.84	150.31	171.79	193.26	236.21	279.15	322.10	386.52
PANFIELD	331.16	16,098	48.61	218.08	145.39	169.62	193.85	218.08	266.54	315.00	363.47	436.16
PEBMARSH	234.43	7,859	33.52	202.99	135.33	157.88	180.44	202.99	248.10	293.21	338.32	405.98
PENTLOW	106.33	5,000	47.02	216.49	144.33	168.38	192.44	216.49	264.60	312.71	360.82	432.98
RAYNE	854.47	39,164	45.83	215.30	143.53	167.46	191.38	215.30	263.14	310.99	358.83	430.60
RIDGEWELL	207.50	16,600	80.00	249.47	166.31	194.03	221.75	249.47	304.91	360.35	415.78	498.94
RIVENHALL	264.43	9,500	35.93	205.40	136.93	159.76	182.58	205.40	251.04	296.69	342.33	410.80
SHALFORD	337.60	17,031	50.45	219.92	146.61	171.05	195.48	219.92	268.79	317.66	366.53	439.84
SIBLE HEDINGHAM	1546.88	97,386	62.96	232.43	154.95	180.78	206.60	232.43	284.08	335.73	387.38	464.86
SILVER END	1059.10	58,358	55.10	224.57	149.71	174.67	199.62	224.57	274.47	324.38	374.28	449.14
STAMBOURNE	165.73	7,177	43.31	212.78	141.85	165.50	189.14	212.78	260.06	307.35	354.63	425.56
STEEPLE BUMPSTEAD	621.13	39,599	63.75	233.22	155.48	181.39	207.31	233.22	285.05	336.87	388.70	466.44
STISTED	277.30	9,176	33.09	202.56	135.04	157.55	180.05	202.56	247.57	292.59	337.60	405.12
STURMER	194.44	6,179	31.78	201.25	134.17	156.53	178.89	201.25	245.97	290.69	335.42	402.50
TERLING & FAIRSTEAD	418.07	17,477	41.80	211.27	140.85	164.32	187.80	211.27	258.22	305.17	352.12	422.54
TOPPESFIELD	209.06	13,013	62.25	231.72	154.48	180.23	205.97	231.72	283.21	334.71	386.20	463.44
WETHERSFIELD	527.97	28,000	53.03	222.50	148.33	173.06	197.78	222.50	271.94	321.39	370.83	445.00
WHITE COLNE	208.00	10,404	50.02	219.49	146.33	170.71	195.10	219.49	268.27	317.04	365.82	438.98
WHITE NOTLEY & FAULKBOURNE	248.19	11,418	46.01	215.48	143.65	167.60	191.54	215.48	263.36	311.25	359.13	430.96
WICKHAM ST PAUL	133.75	10,629	79.47	248.94	165.96	193.62	221.28	248.94	304.26	359.58	414.90	497.88
WITHAM	8028.78	455,232	56.70	226.17	150.78	175.91	201.04	226.17	276.43	326.69	376.95	452.34
	<b>51547.00</b>	<b>1,951,918</b>										

**SCHEDULE B**

PARISH/AREA	TOTAL COUNCIL TAX £							
	A	B	C	D	E	F	G	H
ALPHAMSTONE & LAMARSH	1051.17	1226.36	1401.56	1576.75	1927.14	2277.53	2627.92	3153.50
ASHEN	1059.01	1235.51	1412.01	1588.51	1941.51	2294.51	2647.52	3177.02
BARDFIELD SALING	1039.50	1212.75	1386.00	1559.25	1905.75	2252.25	2598.75	3118.50
BELCHAMP OTTEN	1048.25	1222.95	1397.66	1572.37	1921.79	2271.20	2620.62	3144.74
BELCHAMP ST PAUL	1051.95	1227.28	1402.60	1577.93	1928.58	2279.23	2629.88	3155.86
BELCHAMP WALTER	1071.69	1250.30	1428.92	1607.53	1964.76	2321.99	2679.22	3215.06
BIRDBROOK	1096.82	1279.62	1462.43	1645.23	2010.84	2376.44	2742.05	3290.46
BLACK NOTLEY	1075.65	1254.92	1434.20	1613.47	1972.02	2330.57	2689.12	3226.94
BORLEY	1055.17	1231.03	1406.89	1582.75	1934.47	2286.19	2637.92	3165.50
BRADWELL	1063.66	1240.94	1418.21	1595.49	1950.04	2304.60	2659.15	3190.98
BRAINTREE	1039.50	1212.75	1386.00	1559.25	1905.75	2252.25	2598.75	3118.50
BULMER	1061.92	1238.91	1415.89	1592.88	1946.85	2300.83	2654.80	3185.76
BURES HAMLET	1093.83	1276.13	1458.44	1640.74	2005.35	2369.96	2734.57	3281.48
CASTLE HEDINGHAM	1073.45	1252.36	1431.27	1610.18	1968.00	2325.82	2683.63	3220.36
COGGESHALL	1097.31	1280.19	1463.08	1645.96	2011.73	2377.50	2743.27	3291.92
COLNE ENGAINE	1077.00	1256.50	1436.00	1615.50	1974.50	2333.50	2692.50	3231.00
CRESSING	1077.97	1257.63	1437.29	1616.95	1976.27	2335.59	2694.92	3233.90
EARLS COLNE	1076.05	1255.39	1434.73	1614.07	1972.75	2331.43	2690.12	3228.14
FEERING	1082.07	1262.41	1442.76	1623.10	1983.79	2344.48	2705.17	3246.20
FINCHINGFIELD	1078.59	1258.36	1438.12	1617.89	1977.42	2336.95	2696.48	3235.78
FOXEARH & LISTON	1069.14	1247.33	1425.52	1603.71	1960.09	2316.47	2672.85	3207.42
GESTINGTHORPE	1059.35	1235.90	1412.46	1589.02	1942.14	2295.25	2648.37	3178.04
GOSFIELD	1077.07	1256.58	1436.09	1615.60	1974.62	2333.64	2692.67	3231.20
GREAT BARDFIELD	1078.65	1258.43	1438.20	1617.98	1977.53	2337.08	2696.63	3235.96
GREAT MAPLESTEAD	1057.85	1234.16	1410.47	1586.78	1939.40	2292.02	2644.63	3173.56
GREAT NOTLEY	1060.17	1236.86	1413.56	1590.25	1943.64	2297.03	2650.42	3180.50
GREAT SALING	1071.21	1249.74	1428.28	1606.81	1963.88	2320.95	2678.02	3213.62
GREAT YELDHAM	1089.29	1270.84	1452.39	1633.94	1997.04	2360.14	2723.23	3267.88
GREENSTEAD GREEN	1054.33	1230.06	1405.78	1581.50	1932.94	2284.39	2635.83	3163.00

**SCHEDULE B**

PARISH/AREA	TOTAL COUNCIL TAX £							
	A	B	C	D	E	F	G	H
HALSTEAD	1069.05	1247.23	1425.40	1603.58	1959.93	2316.28	2672.63	3207.16
HATFIELD PEVEREL	1061.47	1238.38	1415.29	1592.20	1946.02	2299.84	2653.67	3184.40
HELIONS BUMPSTEAD	1083.68	1264.29	1444.91	1625.52	1986.75	2347.97	2709.20	3251.04
HENNYS,MIDDLETON & TWINSTEAD	1053.05	1228.55	1404.06	1579.57	1930.59	2281.60	2632.62	3159.14
KELVEDON	1088.69	1270.14	1451.59	1633.04	1995.94	2358.84	2721.73	3266.08
LITTLE MAPLESTEAD	1057.87	1234.18	1410.49	1586.80	1939.42	2292.04	2644.67	3173.60
LITTLE YELDHAM, TILBURY JUXTA CLARE, & Ovington	1055.36	1231.25	1407.15	1583.04	1934.83	2286.61	2638.40	3166.08
PANFIELD	1071.91	1250.56	1429.21	1607.86	1965.16	2322.46	2679.77	3215.72
PEBMARSH	1061.85	1238.82	1415.80	1592.77	1946.72	2300.67	2654.62	3185.54
PENTLOW	1070.85	1249.32	1427.80	1606.27	1963.22	2320.17	2677.12	3212.54
RAYNE	1070.05	1248.40	1426.74	1605.08	1961.76	2318.45	2675.13	3210.16
RIDGEWELL	1092.83	1274.97	1457.11	1639.25	2003.53	2367.81	2732.08	3278.50
RIVENHALL	1063.45	1240.70	1417.94	1595.18	1949.66	2304.15	2658.63	3190.36
SHALFORD	1073.13	1251.99	1430.84	1609.70	1967.41	2325.12	2682.83	3219.40
SIBLE HEDINGHAM	1081.47	1261.72	1441.96	1622.21	1982.70	2343.19	2703.68	3244.42
SILVER END	1076.23	1255.61	1434.98	1614.35	1973.09	2331.84	2690.58	3228.70
STAMBOURNE	1068.37	1246.44	1424.50	1602.56	1958.68	2314.81	2670.93	3205.12
STEEPLE BUMPSTEAD	1082.00	1262.33	1442.67	1623.00	1983.67	2344.33	2705.00	3246.00
STISTED	1061.56	1238.49	1415.41	1592.34	1946.19	2300.05	2653.90	3184.68
STURMER	1060.69	1237.47	1414.25	1591.03	1944.59	2298.15	2651.72	3182.06
TERLING & FAIRSTEAD	1067.37	1245.26	1423.16	1601.05	1956.84	2312.63	2668.42	3202.10
TOPPESFIELD	1081.00	1261.17	1441.33	1621.50	1981.83	2342.17	2702.50	3243.00
WETHERSFIELD	1074.85	1254.00	1433.14	1612.28	1970.56	2328.85	2687.13	3224.56
WHITE COLNE	1072.85	1251.65	1430.46	1609.27	1966.89	2324.50	2682.12	3218.54
WHITE NOTLEY & FAULKBOURNE	1070.17	1248.54	1426.90	1605.26	1961.98	2318.71	2675.43	3210.52
WICKHAM ST PAUL	1092.48	1274.56	1456.64	1638.72	2002.88	2367.04	2731.20	3277.44
WITHAM	1077.30	1256.85	1436.40	1615.95	1975.05	2334.15	2693.25	3231.90



<b>Confirmation of the Deferral of the Special Meeting of Council for the Local Plan</b>		<b>Agenda No:8</b>
<b>Portfolio</b>	<b>Overall Corporate Strategy and Direction Planning and Housing</b>	
<b>Corporate Outcome:</b>	<b>A high performing organisation that delivers excellent and value for money services</b>	
<b>Report presented by:</b>	<b>Councillor G Butland, Leader of the Council</b>	
<b>Report prepared by:</b>	<b>Nicola Beach, Chief Executive</b>	
<b>Background Papers:</b>	<b>Public Report</b>	
Report and Minutes of Full Council on <a href="#">18<sup>th</sup> April 2016</a> and <a href="#">5<sup>th</sup> September 2016</a> . <a href="#">Record of Decision dated 19<sup>th</sup> December 2016</a> .	<b>Key Decision: No</b>	
<b>Executive Summary:</b>		
<p>This report reports to Members the decision taken not to hold a Special Meeting of the Council on the 7<sup>th</sup> February 2017 to consider the Pre-Submission Draft of the Local Plan and to defer the consideration of this to the Council meeting scheduled for the 5<sup>th</sup> June 2017. Further public consultation will start soon afterwards in June.</p> <p>The decision was made by the Chief Executive on the basis set out in the decision planner available on the <a href="#">Council's website</a>.</p> <p>As part of the work in developing the Council's Local Plan, there has been ongoing work to ensure a robust and detailed framework of documentation and evidence. Part of this work is undertaken jointly with Colchester Borough Council and Tendring District Council (supported by Essex County Council). This derives a common section of the plan which must be considered by all three district authorities.</p> <p>In November 2016, a joint Peer Review was undertaken by Lord Kerslake and a team selected by him. In summary, whilst Lord Kerslake emphasised the strength of the cooperation between the local councils and the significant progress already made on a hugely impressive project which has the potential to be nationally significant, the review highlighted a number of areas which merit further consideration and work. The Peer Review report was published in January 2017 and is available on the Council's website.</p> <p>Key within this is a need to further explore and explain clearly why each site is the right one and why other sites would not be suitable. We are looking to give extra time to strengthen the evidence work already carried out and this is ongoing.</p>		

Members have set a protocol for the early publication of the agenda and papers as well as the circulation of proposed amendments to the documents. Accordingly this protocol will be reflected forward to the new date and this has been circulated for Members' reference.

**Recommended Decision:**

That Members note the decision to defer the consideration of the Pre-Submission Draft of the Local Plan to the 5<sup>th</sup> June 2017.

**Purpose of Decision:**

To formally bring to Members attention the basis for the deferral of the consideration of the Pre-Submission Draft of the Local Plan.

<b>Any Corporate implications in relation to the following should be explained in detail.</b>	
<b>Financial:</b>	There are no direct financial implications from this deferral.
<b>Legal:</b>	The deferral of the consideration of the Pre-Submission Draft Local Plan was undertaken in line with the Council's Constitution.
<b>Safeguarding:</b>	There are no safeguarding implications from this report.
<b>Equalities/Diversity:</b>	There are no equality or diversity impacts arising from this report.
<b>Customer Impact:</b>	Whilst there is a delay to the process, the risk of failing to develop a sustainable local plan would have a significantly greater impact. Public consultation will commence in June 2017, after the Council meeting.
<b>Environment and Climate Change:</b>	There are no direct impacts from this report.
<b>Consultation/Community Engagement:</b>	Consultation was undertaken with the leaders of each of the political parties on the Council and with partners. Public consultation will commence (as previously planned) after the Council meeting in June 2017.
<b>Risks:</b>	In taking this action the risk of considering an unsustainable plan was balanced against the risk of delay. No new significant risks have arisen out of the delay.
<b>Officer Contact:</b> Nicola Beach	
<b>Designation:</b> Chief Executive	
<b>Ext. No:</b> 2000	
<b>E-mail:</b> Nicola.Beach@braintree.gov.uk	

<b>Acceptance of Delegated Powers in respect of a Planning Application at Stafford Park Liston</b>		<b>Agenda No:9</b>
<b>Portfolio</b>	<b>Planning and Housing</b>	
<b>Corporate Outcome:</b>	<b>A high performing organisation that delivers excellent and value for money services Delivering better outcomes for residents and businesses and reducing costs to taxpayers</b>	
<b>Report presented by:</b>	<b>Councillor Lady Newton, Portfolio Holder Planning and Housing</b>	
<b>Report prepared by:</b>	<b>Ian Hunt, Head of Governance</b>	
<b>Background Papers:</b>	<b>Public Report</b>	
Decision by <a href="#">Babergh District Council 20<sup>th</sup> December 2016</a> .	<b>Key Decision: No</b>	
<b>Executive Summary:</b>		
<p>Braintree District Council and Babergh District Council are in receipt of a planning application for Stafford Park, Liston which crosses the border between the two Councils' areas.</p> <p>The majority of the site sits within the Braintree District and accordingly Babergh District Council has delegated its planning functions to this District Council for the application.</p> <p>The purpose of this report is to determine whether to accept the delegation of powers, and if accepted, to further delegate these to the Planning Committee to be exercised.</p> <p>The Planning Committee will consider the application in line with the established processes and procedures of Braintree District Council.</p> <p>This report does not make any determination of the application or determine whether or not the application will be recommended for approval or refusal. This report is purely concerned with the process of determining the application.</p>		
<b>Recommended Decision:</b>		
<ol style="list-style-type: none"> <li>1. That the Council accepts the delegation of the discharge of Babergh District Council's Planning Control functions under section 70(1) (Part III) of the Town and Country Planning Act 1990 to determine a cross boundary planning application in relation to land at Stafford Park, Clare Road, Long Melford in respect of the land within the Babergh District Council administrative area and its functions under Section 106 of the same Act to negotiate the terms of any necessary planning obligation subject to Babergh District Council's final approval.</li> </ol>		

2. To delegate such powers to the Planning Committee on the same terms as Article 8 of the Constitution.

**Purpose of Decision:**

To enable effective decision making and to receive the powers delegated by Babergh District Council.

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

<b>Financial:</b>	The Council is already obligated to determine the application submitted in respect of the area within the Council boundaries; accepting these powers will not have a material financial impact.
<b>Legal:</b>	Section 101(1) of the Local Government Act 1972 authorises a Local Authority to arrange for the discharge of functions by any other Local Authority. The receiving Council has to agree to accept these powers, and may delegate them to a Committee, or Officers. The power to do this is a matter for Council.
<b>Safeguarding:</b>	There are no implications arising from this report.
<b>Equalities/Diversity:</b>	There are no implications arising from this report.
<b>Customer Impact:</b>	The applications are subject to the full planning process, this decision would simplify the process for both residents and the applicant alike.
<b>Environment and Climate Change:</b>	Environmental considerations are given full analysis within the underlying applications; this report has no material impact on these matters.
<b>Consultation/Community Engagement:</b>	Within the planning process there is detailed public consultation, and this report will not impact on this.
<b>Risks:</b>	Whilst the Council will take on a slightly elevated risk in determining the application on behalf of both Authorities, this is outweighed by the reduction in risk arising from having two separate sets of decisions on the same site which may not be entirely matched.
<b>Officer Contact:</b>	Ian Hunt
<b>Designation:</b>	Head of Governance
<b>Ext. No:</b>	2629
<b>E-mail:</b>	Ian.Hunt@braintree.gov.uk

## 1. Background:

- 1.1. Both Braintree District Council and Babergh District Council have received planning applications (Braintree District Council reference 15/00565/OUT and Babergh District Council reference B/15/00649/OUT) in respect of a single site at Stafford Park, Liston Lane, Liston (also known as Stafford Park, Clare Road, Long Melford). The application crosses the District (and County) boundary.
- 1.2. The application proposes a development of up to 100 dwellings and the change of use of existing buildings to create up to 22 apartments and a Community Centre, to enable remediation of the adjoining licensed landfill site to the north. Proposals also include the demolition of the other existing buildings, associated works to remediate the land on the application site, flood attenuation measures, reinstatement of the River Stour to include the removal of the sluice gate and the creation of a series of rock riffle weirs and associated infrastructure improvements, landscaping and provision of public open space. The significant majority of the application site is in Braintree District. The Community Centre and areas of open space are the only elements of the development which would be within Babergh District Council's area, the remainder being in the area of Braintree District Council.
- 1.3. In circumstances where an application site crosses the administrative boundary between two Local Planning Authorities (LPAs) the Planning Practice Guidance states in the section "Fees for Planning Applications": *"If an application site is on land that falls within the boundary of more than one local planning authority, then identical applications must be submitted to each local planning authority, identifying on the plans which part of the site is relevant to each. The planning fee is paid to the local planning authority whose area contains the largest part of the application site."*
- 1.4. In this case, the significant majority of the application site falls within the administrative area of Braintree District Council, accordingly, the application fee was payable solely to Braintree District Council.
- 1.5. In the absence of alternative administrative or statutory arrangements, a planning application should be determined by the LPA in whose administrative area the development is proposed to be carried out. In the case of cross-boundary applications, this can lead to two LPAs making individual determinations, potentially imposing different conditions on the permissions and entering into separate s106 agreements.
- 1.6. This is not recommended as it does not promote a co-ordinated approach to development management and the permissions granted by each LPA may be inconsistent in terms of the conditions (particularly with respect to timing) attached to them and the obligation entered into the related s106 agreements. This is of course highly undesirable in terms of achieving a co-ordinated approach to delivering development.
- 1.7. It is also contrary to Government guidance, which encourages joint working between LPAs in relation to the use of their planning powers. Paragraph 178

of the National Planning Policy Framework (NPPF) advises that public bodies have a duty to co-operate on planning issues that cross administrative boundaries, particularly those which relate to strategic priorities. The Government expects joint working on areas of common interest to be diligently undertaken for the mutual benefit of neighbouring authorities, a concept that underpins the approach to strategic plan-making pursued jointly by Babergh District Council and Braintree District Council.

- 1.8. Under Section 101(1) of the Local Government Act 1972 a Local Authority may arrange for the discharge of any of its functions by a Committee, a Sub-Committee, and an Officer of the authority or by any other Local Authority.
- 1.9. Accordingly Babergh District Council has determined to delegate its functions in respect of determining this application (for the area of the scheme within its boundary) to Braintree District Council.
- 1.10. In order to use this delegation Braintree District Council, has to formally accept the delegation, and may choose to delegate this to its Planning Committee to enable determination of the application.
- 1.11. The two applications would be considered simultaneously at a meeting of the Planning Committee enabling a full consideration of the application as a whole and the relevant benefits and disadvantages. Work on producing the relevant evidence base for this consideration is ongoing and will be presented in due course.

## **2. Consultation:**

- 2.1. As part of the handling of this application to date, both Councils have carried out consultations with Statutory Consultees and local residents in accordance with the relevant statutory provisions. Each Authority has shared consultation responses, ensuring that both Authorities have up to date information on which to consider the applications. This process will continue to ensure that all relevant views are taken into account.

## **3. Planning Policy:**

- 3.1. In determining the application the Planning Committee will need to apply the relevant planning legislation and policy.
- 3.2. Although in respect of the northern part of the site Babergh District Council has delegated this to Braintree District Council, it will have to be determined in accordance with the relevant planning policy framework applicable to the Babergh District area. This will be detailed in the report to Planning Committee and their Officers will support the formulation of that part of the report. Given the relatively limited development within this area it is not considered that this will cause a significant difficulty.

## **4. Scope of the delegation:**

- 4.1. The delegation received from Babergh District Council is in respect of application B/15/00649/OUT, it includes the determination of the application and the agreement (subject to their final agreement) of the s106 agreement.
- 4.2. The delegation is not set up to enable future applications; including reserved matters to be dealt with by Braintree District Council on their behalf, should this be considered appropriate at some future point a further report to both Councils' meetings will be required.

**5. Recommendations:**

- 5.1. It is recommended that the offered delegation of decision making from Babergh District Council is accepted to facilitate effective determination of the relevant planning applications, and that this should be further delegated to the Planning Committee to enable consideration in the usual way.



**LEADER'S REPORT TO COUNCIL**

**Agenda No: 10a**

**OVERALL CORPORATE STRATEGY AND DIRECTION**

**North Essex Garden Communities (NECG) Ltd Meeting on 30<sup>th</sup> January 2017**

Following transition arrangements from the Shadow Board, the first meeting of the NECG Ltd Board was held on the 30<sup>th</sup> January 2017. Cllr Lady Newton, Cabinet Member for Planning and Housing, attended the meeting on my behalf. It was unanimously agreed that Cllr John Spence, Cabinet Member for Finance, Commercial, Traded Services, Housing and Planning, Essex County Council, will be the Chairman of NECG Ltd and I will be the vice-chairman. Key agenda items covered in this first meeting were the Lord Kerlake Peer Review report; budget; strategic risks and communication strategy. The Board will meet every two months and I will keep Members updated on key issues.

**North Essex Garden Communities Peer Review**

The Lord Kerlake Peer Review report was published on the 26<sup>th</sup> January 2017 on the Council's website (and other partner authorities' websites too). A report was also taken to Cabinet on the 6<sup>th</sup> February 2017 which included a background report, Peer Review Report and the partnership's public response. Copies can be found at;

<http://braintree.cmis.uk.com/braintree/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/543/Committee/3/Default.aspx>

**A120 Improvement and A12 Widening Consultations**

Both public consultations were launched in January 2017 and Braintree DC had Cabinet Member and senior officer representation at both events. A report covering both consultation programmes was taken to Cabinet on the 6<sup>th</sup> February 2017 and Cllr Lady Newton, Cabinet Member for Planning and Housing, will oversee the responses to be submitted in March. A further report will come back to Cabinet on the 13<sup>th</sup> March 2107.

Councillor Graham Butland  
Leader of the Council

**Contact:**

**Councillor Graham Butland**

**Designation:**

**Leader of the Council**

**E-mail:**

**cllr.gbutland@braintree.gov.uk**

**REPORT TO COUNCIL – PORTFOLIO AREA OF FINANCE  
AND PERFORMANCE**

**Agenda No: 10b**

**Tax Collection rates as at end of January 2017**

**Council Tax** – The running total collected was 96.11% (compared to 95.96% at the same time last year), and amount collected was £77.23million.

**Business Rates** – The running total collected was 93.57% (93.92%), and amount collected £41.34 million.

There continues to be encouraging trend in the success rate of council and business tax recovery, and decline in the number of recalcitrant council tax payers, with accompanying reduction in required recovery interventions.

The number of dwellings attracting the 50% council tax premium (empty for 2 years+) is 195. (199 at end of December)

**Discretionary Business Rates Relief Scheme**

A review is in progress of the Council's Discretionary Business Rate Relief for Charities and Not-for-Profit Organisations. The purpose of the review is to ensure the criteria used is clear and transparent; and to introduce a time limit on awards and a process for re-application.

Proposals have been circulated to current recipients and stakeholders for comment. A report on the consultation responses and latest proposals will be submitted to the March 13<sup>th</sup> 2017 Cabinet meeting for consideration.

**Finance Performance**

As reported at the Cabinet meeting on 6<sup>th</sup> February 2017 the latest prediction of the financial outturn for the year end is a positive variance for the year of £303,000: this is due to additional income of £169,000, including for investment income and benefit overpayment recoveries and savings against expenditure budgets of £134,000.

Performance for payment of supplier invoices within 30 days continues well on track at 99.24% for December 2016 against the target of 99.0%.

Overall Cash balances increased in December following receipt of £2.718million, being the Council's share of the development element of the Community Housing Investment Partnership (CHIP) Fund. This resources is earmarked for affordable housing investments

**Investments.**

Following consultation with Arlingclose, Treasury Management Advisors, a further sum of £2million was invested in Equity Funds in the last quarter. This takes the Council's total investment in Equity and Property Funds to £14million, the limit in the current

Treasury Management Strategy for these investments is £15million. Market valuation at end of the period for long-term Pooled Funds is a net +£1.033million since initial investment.

Councillor David Bebb  
Cabinet Member for Finance and Performance

<b>Contact:</b>	<b>Councillor David Bebb</b>
<b>Designation:</b>	<b>Cabinet Member for Finance and Performance</b>
<b>E-mail:</b>	<a href="mailto:cllr.dbebb@braintree.gov.uk">cllr.dbebb@braintree.gov.uk</a>

**REPORT TO COUNCIL – PORTFOLIO AREA OF  
ECONOMIC DEVELOPMENT**

**Agenda No:10c**

Enterprise Centres

Planning permission has now been granted for the construction of four commercial grow-on units adjacent to Ignite House including additional car parking. The build contract will be tendered in February 2017 with the site being handed over in April 2017.

We are continuing to work with the developer on the Rural Business Hub proposal as part of the Premdor Development in Sible Hedingham with Bloor Homes. Planning permission has been granted and Planners are in the process of agreeing the final specification. Bloor Homes is looking to commence construction as soon as possible.

Industrial Estates

Essex Highways continues to investigate interim solutions that might alleviate the congestion at the Springwood Drive roundabout and will be progressing this through the Local Highways Panel, but as always I would encourage any businesses experiencing issues to make their feelings known to Essex County Council (ECC) as the Highway Authority.

Also on Springwood Drive our contractors have begun undertaking consultation with businesses around replacing the outdated and damaged signage with updated and easier to follow wayfinding information.

Regeneration

Our work on town centre improvements in Halstead and Witham town centres is being refined in partnership with the Highways Authority. This dialogue is advancing us towards a point where we can be clear on what can be built and when.

With town centre improvement masterplans well underway in Halstead and Witham, our focus in Braintree will develop a masterplan for the town centre. This will build upon our successful improvements to date and we are working closely with ECC to generate a joint vision for the town centre by Spring 2017, which will guide the masterplanning work.

Business Engagement

Officers in the Economic Development Team and the Civic Office are working together to organise a District Business Exhibition planned for 17<sup>th</sup> March 2017 at Fennes, Bocking. The event will include 40 stands from organisations providing business support services and local companies. The day will also include presentations from a number of speakers on topics including Broadband and Apprenticeships.

The event is free to attend for businesses and members of the public between 11am and 3pm by registering online. The event will be followed at 3.30pm by the Chairman's Rural Business Reception for invited guests.

In our town centres we are continuing to work with the Town Teams in Braintree and Halstead to help them with their plans for activities in the year ahead. Members will probably be aware that Witham Town Team has taken the decision to cease operating. I would like to thank the volunteers who gave their time to the group, but would also like to assure Members that we are already in discussion with stakeholders in Witham about continuing our business engagement in the Town Centre.

### Broadband

A meeting took place with ECC's Deputy Cabinet Member for Broadband and Enterprise and the Superfast Essex Team which I attended with Officers from Braintree District Council. The meeting was to discuss the programme for Phase 3 of the Superfast Essex Programme and coverage across the Braintree District. I will keep members updated on progress as and when we have more information.

### Skills

Funding has been secured from the Essex Employment and Skills Board to enhance the Braintree District Job Fair on Saturday 4<sup>th</sup> March 2017. The funding will be used to attract a wider audience and promote growth sectors within the District which are key to economic prosperity. The Economic Development, Benefit and Communication teams are working with Job Centre+ to arrange the event.

Officers raised concerns with ECC's Employability and Skills Unit that no schools in the District were engaged with the Education and Industry STEM<sup>1</sup> Programme. As a result of this, a Braintree Construction Taster Day has been organised open to 100 students in year 9 from Braintree District secondary schools being held at the new STEM centre at Colchester Institute, Braintree. The day will offer students employer-led workshops, information on post-16 options at Colchester Institute, Braintree and talks from partners.

Work is continuing to establish a Braintree Employment and Skills Board to complement and strengthen the work of the existing county wide Employment and Skills Board.

Councillor Tom Cunningham  
Cabinet Member for Economic Development

<b>Contact:</b>	<b>Councillor Tom Cunningham</b>
<b>Designation:</b>	<b>Cabinet Member for Economic Development</b>
<b>E-mail:</b>	<b>cllr.tcunningham@braintree.gov.uk</b>

<sup>1</sup> Science, Technology, Engineering and Maths

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

**Agenda No: 10d**

**GOVERNANCE**

**Elections:**

- Preparations for Essex County Council Elections scheduled for 4 May 2017 are well underway and proceeding to plan.

**Overview & Scrutiny**

- Scrutiny Review into Broadband Provision
  - Final report presented to Council on 12<sup>th</sup> December 2016. Cabinet to receive and respond to the recommendations in February 2017.
- Scrutiny Review into Employment Sites
  - The first evidence gathering session happened on 7<sup>th</sup> December 2016. The second evidence gathering session was held on the 1<sup>st</sup> February 2017.
- Task and Finish Group into Obesity
  - The committee are on track with their review.
  - Timetable has been prepared to assist with delivery of review

**BUSINESS SOLUTIONS**

**ICT Contract**

Following a review of the long term ICT needs of the Authority and the services supplied under the outsourcing contract with Capita, it has been decided not to extend the contract past the termination date 31<sup>st</sup> March 2017. The IT Service will be run in-house by BDC staff and those staff that transfer across from Capita.

The ICT Team has initiated a project to design and transition the current arrangements to a different service delivery model which will consist of internal support, shared services and procured services. Further information will be communicated to Members in early February.

**Cyber Security**

An ongoing education programme has been prepared and is being delivered to Staff and Councillors over the next few months.

An on-line course has been developed to refresh staff on threats, issues, pointers and what they need to do to avoid IT equipment being infected and how to deal with issues when they arise.

## **ASSET MANAGEMENT**

Asset Management have been extremely busy again, and have made significant progress since my last report on a number of investments that form part of our overall investment strategy and recent approved schemes are all on track:

- Purchase of Headlease at 15 Springwood Drive Status Solicitors Instructed
- Acquisition of Freehold Office Premises at Century Drive , Freeport Village Status Completed
- Relocation of St. Lawrence Surgery Planned Completion early March 2017
- Access to Twin Oaks Travellers Site at Stisted, following delays, Highways England back on site to complete their project on the entrance work and is scheduled to be completed in March 2017

## **COMMUNICATIONS AND MARKETING**

### **Comms and PR**

Communications Team activities varied across all areas including :

- Business Rates and Council Tax booklet
- Garden Waste resumes in Spring
- Recycling incentive scheme – promote winners
- Health Centre (St Lawrence) Launch event
- Continue Open access and Volunteer Awards promotion
- Garden Communities PR
- MJ Awards Submission

### **Livewell Program**

#### **Livewell Child**

Visited all schools to sign pledge in December 2016

Signed up local businesses under the 'Livewell Child pledge'

All marketing material ready for launch in January 2017

#### **Livewell Campaign Launch**

Following the successful 2016 project, Braintree District Council's Livewell campaign '**If I Can, You Can**' launches in January 2017 and it promotes health, fitness and wellbeing. Residents are being asked to encourage friends and family to get active by sharing their own stories, videos and photos on social media to encourage others to live well in 2017.

#### **Better at Business**

As part of the B@B programme, 4 sponsorship streams were identified as potential revenue generation opportunities: Roundabouts, Refure Freighters, Car Parks, and Website. All opportunities are being developed and advertising on four roundabouts in the District has been agreed with 3 year contracts and substantial revenues generated.

## **HR AND ORGANISATIONAL DEVELOPMENT**

### **Employee of the Month Award Scheme**

A three month pilot scheme commenced in January 2017 – winners will be granted an

additional annual leave day and a certificate presented at Corporate Management Team (CMT) or by Nicola Beach, Chief Executive. Nominations will be from Managers and Staff, Members, Partners and Customers and final decision to be made at CMT (from a shortlist) The first winners to be announced early February 2017.

Councillor John McKee  
Cabinet Member for Corporate Services and Asset Management

<b>Contact:</b>	Councillor John McKee
<b>Designation:</b>	Cabinet Member for Corporate Services and Asset Management
<b>E-mail:</b>	<a href="mailto:cllr.jmckee@braintree.gov.uk">cllr.jmckee@braintree.gov.uk</a>



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

**Agenda No: 10e**

**INFRASTRUCTURE**

**A120 Consultation** - A shortlist of five routes is currently out to public consultation which commenced on 17<sup>th</sup> January 2017 and closes on 14<sup>th</sup> March 2017. The objectives of this consultation are to reach a consensus on a preferred route option for submission to the Secretary of State for Transport. If the process is successful, the aim is to get the improvement scheme included in the Government's Road Improvement Strategy 2020-2025.

**A12 Consultation** - A shortlist of route options was made public on 23<sup>rd</sup> January 2017, with the public consultation period closing on 3<sup>rd</sup> March 2017. Stakeholders are asked to indicate a preferred route option and comment on junctions. Highways England is producing a model to underpin the route options, which will demonstrate projected use from 2023-2038 and take into account projected Local Plan growth numbers.

Following the analysis of the route options, in consultation with the Leader of the Council and Corporate Director for Economic Growth, I will submit the Council's response and report back to Cabinet on 13<sup>th</sup> March 2017.

**A120 Parliamentary Reception** - Councillor Tom Cunningham and Jon Hayden, Corporate Director for Economic Growth, attended the A120 Parliamentary Reception at the House of Commons on 18<sup>th</sup> January 2017. The event was hosted by Haven Gateway Partnership and was attended by John Hayes MP, the Roads Minister, Will Quince MP, James Cleverly MP, Bernard Jenkin MP, James Cartledge MP and Sir Alan Hazelhurst MP. A wide cross section of businesses across North Essex and South Suffolk were represented, making a very strong case for the improvements. After being presented with a petition of 500 signatures by the business community, the Minister deviated from his pre-planned speech to state that he would read the case and was prepared to be 'your champion' for inclusion in the 2020-2025 road improvement programme.

**Housing Development Strategy** - On 12<sup>th</sup> September 2016, Cabinet approved the resources to develop a full business case for the establishment of a Housing Development Company (HDC). In partnership with Colchester Borough Council the Consultants have now produced a report covering company structures, legal matters and governance, with a high-level financial appraisal for the proposed development programme to follow.

The business plan for the HDC is currently being prepared, ahead of presentation to Cabinet in Spring 2017.

## **PLANNING POLICY**

The timetable of the Local Plan has been amended to ensure that evidence base work and consideration of alternative options takes place. The Submission Local Plan will be considered by Full Council at its meeting on 5<sup>th</sup> June 2017.

A Neighbourhood Plan area has been agreed for Bradfield Saling and Great Saling.

## **DEVELOPMENT MANAGEMENT**

I thought it would be helpful for Members to know that from April 2016 to the end of Quarter 3 (end of December 2016) planning consents have been granted for 1,309 homes.

## **HOUSING**

**Development Programme** - There have now been 37 new affordable homes completed so far during 2016/17, with another 11 expected before the end of the financial year which will result in a total of 48 completions. We were expecting other homes in Braintree but these will now complete in May 2017.

Greenfields is expecting more than 100 completions in the District during 2017/18 and Colne Housing's scheme at the site of Crossman House, Braintree is now on site.

Additional affordable housing is expected to be under construction on mainstream development sites in Halstead (at sites off Oak Road and the 'Central Piling' scheme) and off Forest Road, Witham during 2017/18. We are waiting for more definite details from the schemes' developers.

**Contracts for Housing Related Support** - This is a time of great uncertainty for supported housing funding. Essex County Council is not renewing contracts for support services to sheltered housing and is reducing funding to new contracts for supported housing for under-21s. Reduced funding for 'floating support' services has been announced and support to schemes providing for homeless people will be reviewed in the next year.

In addition, the Government is looking to change the overall way supported housing is funded. A consultation document has been issued and a new system is expected to be implemented in 2019/20. Officers will produce briefings as the impacts of change become clear.

**Housing Strategy** - The new Housing Strategy is now published and is available on our website. The Housing Team is working on the Action Plan to set out the detail of implementation.

Councillor Lady Patricia Newton  
Cabinet Member for Planning and Housing

<b>Contact:</b>	<b>Councillor Lady Patricia Newton</b>
<b>Designation:</b>	<b>Cabinet Member for Planning and Housing</b>
<b>E-mail:</b>	<b>cllr.ladynewton@braintree.gov.uk</b>

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

**Agenda No: 10f**

**BUILDING CONTROL**

Following the decision not to go ahead with the Essex Building Control Partnership, the Councils building control manager will be undertaking a service review to make improvements to the service, based on some of the learning gained whilst working on the partnership project and implementing improvements of his own and of the team. Also I am pleased to say that it is predicted that the fee earning part of the service should fully cover its costs. This is in part as the result of some improvements already implemented and an upturn in the building market.

**FOOD HYGIENE - Cost recovery for Food Hygiene Rating Scheme requested re-visits**

The Food Standards Agency recently completed a trial with 40 Local Authorities who were able to recover costs incurred in the completion of requested re-score visits under the Food Hygiene Rating Scheme. Our officers often receive requests from our local food businesses to re-score their premises after implementing improvements but due to resourcing issues this is not possible. The FSA are considering introducing the scheme in early 2017, the charges for the re-inspection are likely to be in the region of £160.

**HOUSING – Handy man scheme housing related support**

Essex County Council has announced recently that they are curtailing many of the functions previously funded by Housing Revenue Support including funding Home Improvement Agency handy man scheme for elderly and frail residents. Residents were able to pay a nominal sum for assistance to carry out minor DIY jobs in their home. However, officers have been able to secure funding from a couple of sources including BDVSA to be able to fund a local scheme which will help them to improve the energy efficiency of their properties and to carry minor repairs to prevent slips trips and falls in frail residents homes. The scheme has so far improved the lives of over 60 local residents.

**WASTE**

**Flats Recycling Project:** The first winners of the Recycling Rewards Scheme have been announced and are the residents from a block of flats in Elderberry Gardens, Witham, who achieved the biggest percentage increase in their mixed recycling. Cllr. Robert Mitchell presented each of the participating residents with a £25 voucher (valid at various retail outlets) and a £100 donation was made to Age UK – the charity nominated by the majority of participating residents in all the blocks of flats in that area.

**CAR PARKING**

**Directional Signage:** All directional signage to the Pay & Display car parks in Braintree & Witham has been reviewed and a schedule of upgrades agreed. Officers are currently sourcing quotes and we anticipate that the new signs will be in place by the end of April. For more information, please contact Samir Pandya at [sampa@braintree.gov.uk](mailto:sampa@braintree.gov.uk).

**North Essex Parking Partnership Agreement:** The Council has extended its current

agreement with the NEPP for On-street Parking Enforcement for a further four years up to and including 31 March 2022. This will continue to ensure the safe and free flow of traffic around our District.

**Traffic Regulation Orders (TROs):** At its last committee meeting, the NEPP approved 3 new TROs for the District, as follows:-

- Change of Limited Wait in High Street, Earls Colne
- Parking Restrictions (double yellow lines) in Church Green, Coggeshall
- Parking Restrictions (double yellow lines) at the entrance to Nottage Crescent, Braintree

### **PARKS AND OPEN SPACES**

**Halstead River Walk:** A wooden trim trail was installed w/c 6 February 2017 adjacent to the footpath alongside the River Walk in Halstead. The equipment was kindly donated to the District Council by Halstead Town Council and I am sure it will be well used by those visiting this part of the Town.

**Bocking Allotments:** I am pleased to report that all 32 plots at the new site in Church Lane have been offered to tenants. The site has helped meet growing demand for allotments and has significantly reduced the waiting list for plots in this area of Braintree.

**Fields in Trust:** I am pleased to report that a further 4 sites have been dedicated by the Fields in Trust (FIT) organisation to be held as recreational spaces in perpetuity in honour of the memory of the millions of people who lost their lives in World War I. The sites are:

- Halstead Public Gardens
- Witham Memorial Gardens
- Witham Town Park
- Marshalls Park, Braintree (designated a 'Showcase' park by FIT on its website)

Plaques have been ordered for each site and these will be officially unveiled (in liaison with the Royal British Legion and Town Councils) to coincide with the centenary of the **end** of the Great War in 2018, in conjunction with other commemorative activities taking place at that time.

I am also delighted to tell Members that at the Annual Awards ceremony of the Fields in Trust, the Council was awarded 'Partner of the Year' for the East of England region in recognition of its exemplary commitment to the Centenary Fields programme and safeguarding green open space for sport, play and recreation. Marshalls Park, Braintree, also received an award as Showcase Centenary Field 2016.

It is with some pride that I can inform Members that Braintree District Council was the first Local Authority in Essex to dedicate a Centenary Field as part of this initiative; once again our excellent staff have shown that they are ahead of the game.

### **STREET SCENE PROTECTION**

**Fly-tipping:** Members may be aware of our successful joint prosecution with Epping Forest District Council for major fly-tipping offences within both Districts. In our case, the fly-tipping related to land in Wickham Bishops Road, Hatfield Peverel.

This is a good example of where two local authorities have collaborated on a joint prosecution, sharing their skills, knowledge and resources to achieve a satisfactory outcome. I am very pleased with the outcome, which sends a clear message to the unscrupulous people who commit these offences, that in our District, it will not be

tolerated.

### **THE GREAT BRITISH SPRING CLEAN**

Keep Britain Tidy (KBT) has launched the Great British Spring Clean 2017 with the aim of this becoming an annual event. During the month of March KBT are encouraging organisations to undertake litter picking across the country. The main activity will be over the weekend of 3<sup>rd</sup> to 5<sup>th</sup> of March. The Council will be undertaking a litter pick and mechanical sweep of the Braintree bypass. The Communications and marketing team are contacting all Parish and Town Councils and other voluntary organisations to get them actively involved.

### **COMMUNITY SAFETY**

The priorities this year for the Community Safety Partnership are:-

- Reduce the Risk and Impact of Hidden Harm
- Reduce the risk of re-offending
- Effective Partnership working to meet emerging local threats and issues

As a result of the seminar that was held regarding gangs, the St Giles Trust is now working with all secondary schools on this issue.

### **ESSEX POLICE AND CRIME PANEL**

The Police and Crime Commissioner presented his proposed precept for 2017-18. He proposed an increase of 3.25%, £4.95 a year. The Panel scrutinised this by asking many questions, on being satisfied with the answers they voted in favour of the proposal.

### **BRAINTREE DISTRICT AND GREENFIELD COMMUNITY FUND**

The new panel which comprises of Cllr Mrs Spray, Cllr Goodman and me and three delegates from Greenfields made the following grants:-

Braintree District Foodbank £30,000

Families in Focus £20,500

Witham Town Luncheon Club £13,000

Home Start Witham, Braintree and Halstead £16,970

Relate North Essex & East Herts £13,746

The fund was heavily oversubscribed and I thank my fellow panel members, officers and The Essex Community Foundation for their diligent work.

I deputised for the Leader of the Council at the launch of the A120 Consultation

Councillor Mrs Wendy Schmitt  
Cabinet Member – Environment and Place

<b>Contact:</b>	<b>Mrs Wendy Schmitt</b>
<b>Designation:</b>	<b>Cabinet Member for Environment and Place</b>
<b>E-mail:</b>	<b>Cllr.wschmitt@braintree.gov.uk</b>

**Be Healthy & Live Well**

**Meetings with MECCG (Mid Essex Clinical Commissioning Group)**

Together with an Officer, I attended a meeting with Carol Anderson, Managing Director of the MECCG on 10<sup>th</sup> January 2017. Items of mutual interest and concern were discussed, including:-

- Dementia Friendly housing developments
- Amalgamation of local hospitals
- Doctors Surgeries

It is intended to hold regular meetings in the future.

**Braintree Town Hall**

The Town Hall facility is now being promoted as a hub for local community groups to enable residents to tap into their services weight management, adult learning, improving life skills and diabetes sessions are just some of the groups who currently use the facility. The facility is being promoted to increase the diversity of hires, including a new popular initiative of regular monthly tea dances. This new marketing push is already proving to be successful with room hire income being considerably greater than predicted for the last quarter.

**Braintree Pool Closure**

The Cabinet has received a report giving details about a planned closure of the Main Braintree Swimming Pool in order to remedy a problem with loose and missing tiles. Our staff and Fusion have worked with various clubs, organisations and individuals that use the pool to find alternative arrangements in order to minimise the disruption as much as possible. The learner and teaching pools will be in use during this time.

**Leisure Joint Use agreement – Maltings Academy**

Following a trial arrangement I am pleased to be able to confirm that Fusion has successfully negotiated a legal agreement with Maltings Academy for use of their sports hall and tennis courts for racket sports.

The agreement allows public use of the sports hall at the Academy at most times of the week outside school hours and on Saturday mornings. In addition to the use of the sports hall the agreement now allows public use of the new tennis courts at the Academy. Outside term time the public will have full use of the facilities. Similar discussions are being held with the New Rickstones Academy to secure an increased

community use of their sports facilities.

### **Witham Leisure Centre**

At the last Council Meeting, Members raised questions about cancelled swimming lessons and other activity sessions. Problems have been identified around a shortage of lifeguards, the popularity, and over subscription of some of the sessions. Steps have been agreed with the Leisure Centre Management in an attempt to overcome these problems.

### **Museum Transfer**

Officers are working to facilitate the transfer of the Council museum services to the Braintree Museum Trust. The Trust has professional expertise and knowledge amongst its members and the existing staff are well placed to run the Braintree Museum and manage the Councils' collection of antiquities. There are two members of staff that need to TUPE in to the Trust and several other issues that need to be resolved before the transfer can take place. It is hoped that the transfer will conclude in September of this year.

### **Active Braintree District Network**

The main thrust of the recent meeting of the Network was to look at setting the work programme for the coming year. The Network will develop projects which will concentrate on Sport England's new strategy of getting "inactive" residents "active" such as undertaking half hour's physical activity every day.

### **Encourage independent and resilient communities**

#### **Community Transport**

The Council has received a number of representations about the future of this service, including comments from the Overview and Scrutiny Committee, following suggestions that Essex County Council may reduce its grant funding for 2017/18. We are still awaiting confirmation of the 2017/18 grant funding.

#### **Councillors' Community Grant Scheme**

At the time of writing this report, 20 applications have been agreed.

Councillor Gabrielle Spray and her Community Grants Panel will be pleased to offer advice and be grateful to hear about any projects in the pipeline.

#### **Volunteer Awards**

The Community Services Team is working with BVDSA (Braintree District Voluntary Services Agency) to deliver an event to recognise the many volunteers active in the District. This is due to be held on 4<sup>th</sup> April 2017. There will be 7 categories, all sponsored by local companies and organisations.

- Young Volunteer Award sponsored by Milbank Concrete Products
- Long Service Award sponsored by George Yard shopping Centre

- Inspirational Role Model sponsored by Freeport
- Going the Extra Mile sponsored by Milbank Concrete Products
- Fundraiser of the Year sponsored by Braintree Chamber of Trade and Commerce
- Volunteer Group of the Year sponsored by Crittall Windows
- Volunteer of the Year Award sponsored by George Yard Shopping Centre

The nominations form can be accessed via the link below:-

[https://www.braintree.gov.uk/downloads/file/6064/braintree\\_district\\_volunteers\\_awards\\_nomination\\_form](https://www.braintree.gov.uk/downloads/file/6064/braintree_district_volunteers_awards_nomination_form)

### **BDVSA/CCVS Merger**

Both the Board of BDVSA (Braintree District Voluntary Support Agency) and Colchester CVS have taken a significant decision to merge and become one large organisation. The merged organisation will have a new name and from 1<sup>st</sup> April 2017 will provide a more vibrant service to the voluntary sector. The BDVSA Board would like to reassure everyone that there will continue to be an office in Braintree, and that staff continue to operate the Volunteer Centre and provide support to the voluntary and community sector within the Braintree District. This is an extremely exciting time for BDVSA and both staff and the Board are looking forward to what the future will hold for the Braintree District.

Braintree District Council will continue to work closely with the new organisation and are confident this will lead to enhancements in support for the voluntary sector within the Braintree District. This Council's current grant agreement will remain in place with a grant of £19,770 for 2017/18 to the new organisation.

### **Essex Civilian Military Partnership Board (ECMPB)**

Braintree District Council signed up to the Armed Forces Community Covenant in 2012. Tim Lucas, Housing Research & Development Manager, is the 'Armed Forces Champion' for the District and participates in the meetings of the ECMPB. The Board met on 17<sup>th</sup> January 2017. It brings together representatives from a wide range of agencies and organisations and considers initiatives that can help people adjust to civilian life after military service and how our services can be adapted to meet some of the challenges faced by current and former soldiers and their families.

### **Braintree, Halstead and Witham Citizens Advice**

With a reduction in funding and wanting to ensure its services are fit for the future, Citizens Advice is changing the way it is offering advice. From 21<sup>st</sup> March 2017 it will no longer see clients at the Ramsey Academy, Halstead. The advice centre costs the CAB in the region of £23,000 each year for just six opening hours a week.

Citizens Advice has made improvements to its telephone service that benefit all residents with the service for clients now available Monday-Thursday 10am–4pm. Additional opening hours will also be offered at the Braintree Office, with five day week opening from April 2017. For the booked appointment service held on Thursdays, priority will be given to Halstead residents. Provision has also been made for booked appointments in Halstead for people that are unable to travel to Braintree.

They were awarded more than £9,000 from Awards for All (Big Lottery) to install three Citizens Advice touchscreen advice kiosks in libraries in Halstead, Sible Hedingham



and Earls Colne and are working with Essex Libraries to get these easy-to-use facilities into the libraries soon. There will also be tablet versions of the information kiosks for use in the outreach settings and public events.

## **Protect the Vulnerable**

### **Essex Dementia Day**

Dementia awareness was promoted throughout Essex on 20<sup>th</sup> January 2017. Initiatives in the Braintree District included a dementia friend's session at Braintree Library, information stands in George Yard, Braintree and clinics at Causeway House, Braintree and Witham Library.

### **Live Well/Stay Safe Event**

The Community Services Team is to hold a Live Well, Stay Safe event which will be taking place on 29<sup>th</sup> March 2017 at Braintree Museum. The event will be aimed at providing information and advice relating to Health & Well Being and Community Safety, targeting older people from across the District that have been identified by partner agencies as those who may not access services, be vulnerable or lonely.

### **Livewell Child**

National figures state that 1 in 5 children starting reception year are overweight or obese, which rises to 1 in 3 by the time they leave primary school. Braintree District Council and Public Health at Essex County Council are working in partnership to develop a new initiative entitled 'Livewell Child' which aims to halt the rise in obesity in primary school children in the District. The project will initially work with schools within the District who have volunteered to take part, families and the local community to help support children to have a healthy weight and be more active through play. Businesses in close proximity of the schools involved are being urged to help support the campaign by promoting the initiative and offering healthier choices for families.

The three year programme will be co-designed with families to deliver fun and easy ways for families to make changes which will help them to live well and help to create lifelong lifestyle changes. As well as working with the children and families within the schools involved, residents from the wider district will benefit from a range of events, tips and advice about how to live healthier and well during the course of the project.

Councillor Peter Tattersley  
Cabinet Member for Health and Communities

<b>Contact:</b>	<b>Councillor Peter Tattersley</b>
<b>Designation:</b>	<b>Cabinet Member for Health and Communities</b>
<b>E-mail:</b>	<b><a href="mailto:cllr.ptattersley@braintree.gov.uk">cllr.ptattersley@braintree.gov.uk</a></b>

<b>List of Public Meetings Held Since Last Council Meeting</b>	<b>Agenda No: 11</b>
<b>Portfolio:</b> Not applicable	
<b>Corporate Outcome:</b> Not applicable	
<b>Report presented by:</b> Not applicable	
<b>Report prepared by:</b> Emma Wisbey, Governance and Members Manager	
<b>Background Papers:</b>	<b>Public Report</b>
Published Minutes of the meetings listed within the report below.	<b>Key Decision: No</b>
<b>Executive Summary:</b>	
<p>Since the last Council meeting held on 12<sup>th</sup> December 2016, the following Minutes have been published for meetings held in public session:</p> <ul style="list-style-type: none"> <li>(1) <a href="#">Planning Committee</a> – 13<sup>th</sup> December 2016</li> <li>(2) <a href="#">Local Plan Sub-Committee</a> – 15<sup>th</sup> December 2016</li> <li>(3) <a href="#">Licensing Committee</a> – 5<sup>th</sup> January 2017</li> <li>(4) <a href="#">Planning Committee</a> – 10<sup>th</sup> January 2017</li> <li>(5) <a href="#">Governance Committee</a> – 11<sup>th</sup> January 2017</li> <li>(6) <a href="#">Braintree District Local Highway Panel</a> – 19<sup>th</sup> January 2017</li> <li>(7) <a href="#">Licensing Committee</a> – 24<sup>th</sup> January 2017</li> <li>(8) <a href="#">Planning Committee</a> – 31<sup>st</sup> January 2017</li> <li>(9) <a href="#">Overview and Scrutiny Committee</a> – 1<sup>st</sup> February 2017</li> </ul>	
<b>Recommended Decision:</b>	
Members are invited to note the Minutes published.	
<b>Purpose of Decision:</b>	
Not applicable.	

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

<b>Financial:</b>	Not applicable
<b>Legal:</b>	Not applicable
<b>Safeguarding:</b>	Not applicable
<b>Equalities/Diversity:</b>	Not applicable
<b>Customer Impact:</b>	Not applicable
<b>Environment and Climate Change:</b>	Not applicable
<b>Consultation/Community Engagement:</b>	Not applicable
<b>Risks:</b>	Not applicable
<b>Officer Contact:</b>	Emma Wisbey
<b>Designation:</b>	Governance and Members Manager
<b>Ext. No:</b>	2610
<b>E-mail:</b>	<a href="mailto:emma.wisbey@braintree.gov.uk">emma.wisbey@braintree.gov.uk</a>