

# **Council**

## **AGENDA**

**Monday 11th December 2017 at 7:15 PM**

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

**THIS MEETING IS OPEN TO THE PUBLIC**  
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**Members of the Council are requested to attend this meeting to transact the business set out in the Agenda.**

**Membership:-**

Councillor J Abbott	Councillor 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.

A WRIGHT  
Acting Chief Executive

## **INFORMATION FOR MEMBERS - DECLARATIONS OF INTERESTS**

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

Any member with a Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest must declare the nature of their interest in accordance with the Code of Conduct. Members must not participate in any discussion of the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest or participate in any vote, or further vote, taken on the matter at the meeting. In addition, the Member must withdraw from the chamber where the meeting considering the business is being held unless the Member has received a dispensation from the Monitoring Officer.

### **Question Time**

The Agenda allows for a period of up to 30 minutes when members of the public can speak. Members of the public wishing to speak are requested to register by contacting the Governance and Members Team on 01376 552525 or email [governance@braintree.gov.uk](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**

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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</b>	<b>Apologies for Absence</b>	
<b>2</b>	<b>To receive any announcements/statements from the Chairman and/or Leader of the Council.</b>	
<b>3</b>	<b>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</b>	<b>Public Question Time</b> (See paragraph above)	
<b>5</b>	<b>Minutes of the Previous Meeting</b> To approve as a correct record the minutes of the meeting of Full Council held on 9th October 2017 (copy previously circulated).	
<b>6</b>	<b>Community Governance Review</b>	<b>5 - 19</b>
<b>7</b>	<b>Changes to Overview and Scrutiny Committee</b>	<b>20 - 21</b>
<b>8</b>	<b>Essex Vision – The Future of Essex</b>	<b>22 - 45</b>
<b>9</b>	<b>Recommendations from Cabinet 27th November 2017 – Treasury Management Mid- Year Report 2017-18</b>	<b>46 - 46</b>
<b>10</b>	<b>Recommendations from Cabinet 27th November 2017 – Medium-Term Financial Strategy 2018-19 to 2021-22</b>	<b>47 - 51</b>
<b>11</b>	<b>Recommendations from Cabinet 27th November 2017 – Braintree District Museum Trust Funding And Management Arrangements</b>	<b>52 - 54</b>

## **12 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>12a</b>	<b>Councillor Butland - Leader of the Council</b>	<b>55 - 59</b>
<b>12b</b>	<b>Councillor D Bebb - Finance and Performance</b>	<b>60 - 61</b>
<b>12c</b>	<b>Councillor Mrs Bowers-Flint - Planning and Housing</b>	<b>62 - 64</b>
<b>12d</b>	<b>Councillor T Cunningham - Economic Development</b>	<b>65 - 67</b>
<b>12e</b>	<b>Councillor J McKee - Corporate Services and Asset Management</b>	<b>68 - 70</b>
<b>12f</b>	<b>Councillor Mrs W Schmitt - Environment and Place</b>	<b>71 - 74</b>
<b>12g</b>	<b>Councillor P Tattersley - Health and Communities</b>	<b>75 - 79</b>
<b>13</b>	<b>List of Public Meetings Held Since Last Council Meeting</b>	<b>80 - 81</b>
<b>14</b>	<b>Formation of Appointment Committee</b>	<b>82 - 83</b>

<b>Community Governance Review</b>		<b>Agenda No: 6</b>
<b>Portfolio</b>	<b>Overall Corporate Strategy and Direction Corporate Services and Asset Management</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 Wendy Schmitt – Chairman of Community Governance Committee</b>	
<b>Report prepared by:</b>	<b>Steve Daynes, Democracy Manager</b>	
<b>Background Papers:</b>	<b>Public Report</b>	
Local Government and Public Involvement and Health Act 2007 Statutory guidance provided by the Department for Communities and Local Government (March 2010). Agenda and Minutes Community Governance Review Committee 12 July 2017 Agenda and Minutes Council 24 <sup>th</sup> July 2017 Agenda and Minutes Community Governance Review Committee 29 November 2017	<b>Key Decision: No</b>	
<b>Executive Summary:</b>		
<p>At its meeting of the 24<sup>th</sup> July 2017 the Council adopted the formal terms of reference for the Community Governance Review and set the Initial Public Consultation.</p> <p>The initial consultation ran from the 1<sup>st</sup> August to the 30<sup>th</sup> September 2017 and, during this period, a total of 99 individual and organisational representations were received. In addition a petition representing 152 households was also submitted.</p> <p>In addition to comments on almost all the initial proposals, an additional four proposals were submitted for consideration.</p> <p>At their meeting on 29 November 2017 the Community Governance Review Committee considered all representations and have made their recommendations to Council. Council is asked to approve the Draft recommendations for consultation to run between 1 January 2018 and 28 February 2018.</p>		
<b>Recommended Decision:</b> That members approve for consultation, Draft Proposals detailed throughout this report.		

<p><b>Purpose of Decision:</b></p> <p>To support the continued development of the project for the forthcoming community governance review.</p>
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<p><b>Any Corporate implications in relation to the following should be explained in detail.</b></p>	
<p><b>Financial:</b></p>	<p>There is no specific budgetary provision however given that consultation will, in the main be limited to direct mailing to smaller communities no additional budgetary allocation will be sought at this stage.</p>
<p><b>Legal:</b></p>	<p>Review to be conducting in line with Local Government and Public Involvement and Health Act 2007 and statutory guidance provided by the Department for Communities and Local Government.</p>
<p><b>Safeguarding:</b></p>	<p>None</p>
<p><b>Equalities/Diversity:</b></p>	<p>Legislation requires each Polling District has a dedicated polling place. Any review therefore must ensure that adequate Polling arrangements can be provided.</p>
<p><b>Customer Impact:</b></p>	<p>To be considered as part of the review.</p>
<p><b>Environment and Climate Change:</b></p>	<p>None</p>
<p><b>Consultation/Community Engagement:</b></p>	<p>The consultation will ensure that all stakeholders have appropriate access.</p>
<p><b>Risks:</b></p>	<p>Risks will be managed in accordance with the project plan.</p>
<p><b>Officer Contact:</b> Steve Daynes</p>	
<p><b>Designation:</b> Democracy Manager</p>	
<p><b>Ext. No:</b> 2751</p>	
<p><b>E-mail:</b> <a href="mailto:steve.daynes@braintree.gov.uk">steve.daynes@braintree.gov.uk</a></p>	

## **1.0 Background – Braintree**

- 1.0.1 Members may recall that the whole District Community Governance review was launched in August 2017 following an initial issues survey of all Town and Parish Councils.
- 1.0.2 This formal phase of consultation approved by Council on 24 July 2017 was launched on 1 August 2017 and concluded on 30 September 2017. During this time all residents and organisations wishing to make representation have been given the opportunity to do so via either a dedicated web portal or by more traditional written formats.
- 1.0.3 The consultation strategy remains as previously set out, that direct contact is maintained with key stakeholders, elected representatives and householders where there would be either:
- a) be a direct impact such as the introduction of a Parish new structure to households where currently there is none  
or
  - b) to households where the proposal is to transfer an area of land administered by their Parish Council to a neighbouring Parish Council.
- 1.0.4 Members are advised that, in addition to the original consultation proposals four additional matters (highlighted below) have been identified by residents or representative groups:
- Item 4) The extension of the Rayne boundary to include 'Braintree Green'.
  - Item 12) The removal of warding arrangements for Feering.
  - Item 15) The extension of Halstead Parish boundary to include the development site East of Sudbury Road to the North of Halstead.
  - Item 16) The establishment of a Braintree Town Council.
- 1.0.5 Following the conclusion of the initial consultation representations were presented to members of the Community Governance Review committee at their meeting on 29 November 2017. The complete list of representations and, where appropriate, technical and Returning Officer comments can be viewed as part of the report to the **Community Governance Committee of the 29<sup>th</sup> November 2017**.
- 1.0.6 The following timetable sets out the stages of the review and highlight the present point reached.

<b>Action</b>		<b>Decision by</b>
Approval of Terms of Reference	July 2017	Council 24/7/2017
Publish Terms of Reference	July 2017	
Initial Public consultation	1 August 2017 to 30 September 2017	
Draft Proposals	1 December 2017	Council 11/12/2017
Draft Proposal consultation	1 January 2018 to 28 February 2018	

Prepare Final Proposal for Council		Council 4/6/2018
Council Approval	23 July 2018	Council 23/7/2018
Prepare and submit Community Governance Order		

## **1.1 Background – Guidance and Legislation**

1.1.1 In their guidance, the Department for Communities and Local Government set out some key areas which Council's should consider to ensure that the needs of the community are considered to create and maintain a strong and cohesive organisation which includes:

- a sense of civic values, responsibility and pride
- a sense of place with a 'positive' feeling for people and local identity
- a community that is reflective of the identities and interests
- the size, population and boundaries define the local community
- people from different backgrounds having similar life opportunities
- people knowing their rights and responsibilities

1.1.2 The Council, in formulating proposals, must give the community including town and parish councils the opportunity to influence the proposals and to be considered in the decision making process.

1.1.3 At present Parish and District ward boundaries are coterminous with both existing and proposed Parliamentary boundaries. It is therefore important that, when considering any movement of Parish boundaries, Members are mindful of the impact on election delivery and avoid arrangements which could lead confusion with electors being designated different Polling stations for different types of elections.

1.1.4 It is important to be cognisant of the constraints which guide the process. Where new boundaries are to be established, DCLG guidance suggests that a CGR provides the opportunity to "put in place strong boundaries, tied to firm ground detail, and remove anomalous parish boundaries". Traditionally therefore boundaries have been defined either by, for example, the boundaries of Public Parks and designated Open spaces or using the centre line of Public Rights of Way or Roads.

1.1.5 The review is therefore primarily confined to Parish boundaries and as such any re-defining must ensure that proposals balance the built environment with the need to provide consistent voting arrangements for the electorate. Members are therefore unable to change the ultimate District boundary. They do however have scope to seek Boundary Commission authority to make minor consequential amendments to District Ward boundaries.

## **1.2 Recommendations**

1.2.1 Council is asked to accept the proposals of the Community Governance committee detailed in this report for consultation as the Council's formal Draft Proposals. The consultation will be in the form set out at 1.0.3 above and will run between 1 January 2018 and 28 February 2018.

## 2.0 Great Saling/Bardfield Saling

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018 for Council in June 2018</b>
<b>2.0.1</b>	To extend the Parish boundary of Great Saling to include the unparished area of Bardfield Saling	To extend the Parish boundary of Great Saling to include the unparished area of Bardfield Saling	
<b>2.0.2</b>	Increase number of Parish Councillors from 5 to 6	Increase number of Parish Councillors from 5 to 6	
<b>2.0.3</b>	Rename "The Salings Parish Council"	Rename "The Salings Parish Council"	

### **2.1 Consultation with**

**Great Saling PC  
All households of Bardfield Saling**

## 3.0 Great Notley

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
3.0.1	That the Great Notley Parish boundary be extended to include the currently unparished area of Braintree bounded by Queenborough Lane, the B1256 (BY-PASS)/ A120 and London Road	Given the comments received in the consultation  That the initial consultation be revised  That the boundary of Great Notley Parish	

		<p>Council be extended to include the currently unparished area of Braintree to the West of the Public Footpath / Public Right of Way from a point where it crosses Queenborough Lane through to the A120 and bounded by the A120.</p> <p>For the avoidance of doubt the unparished area to the East of the Footpath / Public Right of Way bounded by the A120 to the North and London Road to the East would remain part of the unparished area of Braintree.</p>	
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### 3.1 Consultation with

**Great Notley Parish Council  
Residents of Braintree (Maylands)**

#### **4.0 Braintree Green**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
4.0.1	New issue	That the area known locally as Braintree Green be included within the Rayne Parish Boundary	

#### **4.1 Consultation with**

**Rayne Parish Council  
Residents of “Braintree Green”**

#### **5.0 Witham**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
<b>5.0.1</b>	To rename the following: <ul style="list-style-type: none"><li>➤ Witham (West ward) to Witham (Spa)</li><li>➤ Witham (North ward) to Witham (Rickstones)</li><li>➤ Witham (South ward) to Witham (Maltings)</li></ul>	That the ward names for:  Witham (West Ward), Witham (North Ward) and Witham (South Ward) are retained and there is no change in the ward names.	

#### **5.1 Consultation with**

**Witham Town Council**

## **6.0 South Witham, Hatfield Peverel**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
<b>6.0.1</b>	That the Witham Parish boundary be extended to include the development site at Wood End Farm, Witham	That the Witham Parish boundary be extended to include the development site at Wood End Farm, Witham, together with the buildings of Wood End Farm.	

### **6.1 Consultation with**

**Witham Town Council  
Hatfield Peverel Parish Council  
Hatfield Peverel households**

## **7.0 Forest Road Witham/Rivenhall development site**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
<b>7.0.1</b>	That the Witham Parish boundary be extended to include the development site Forest Road/Rivenhall	That the Witham Parish boundary be extended to include the development site Forest Road/Rivenhall, but that there is no further amendment to the boundary at this time.	

### **7.1 Consultation with**

**Witham Town Council  
Rivenhall Parish Council  
Rivenhall households**

## **8.0 Rivenhall**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
8.0.1	Extend the Witham Parish boundary to include the Eastway Industrial Estate	Extend the Witham Parish boundary to include the Eastway Industrial Estate	

### **8.1 Consultation with**

**Witham Town Council  
Rivenhall Parish Council  
Rivenhall households**

## **9.0 Oak Road Halstead development site**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
9.0.1	That the Halstead Parish boundary be extended to include the development site south of Oak Road, Halstead	That the Halstead Parish boundary be extended to include the development site south of Oak Road, Halstead	

### **9.1 Consultation with**

**Halstead Town Council  
Greenstead Green and Halstead Rural Parish Council  
Greenstead Green and Halstead Rural households**

## **10.0 Land East of Sudbury Road Halstead**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
10.0.1	New site	That the development land East of Sudbury Road Halstead be included within an extended Halstead Parish boundary The boundary of this to be Sudbury Road to the East, Star Stile to the North and the track to the East.	

### **10.1 Consultation with**

**Halstead Town Council  
Greenstead Green and Halstead Rural Parish Council  
Greenstead Green and Halstead Rural households**

## **11.0 Kelvedon**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
11.0.1	That due to the impending development an increase in representation by 1 Councillor be supported	That due to the impending development an increase in representation by 1 Councillor be supported	

### **11.1 Consultation with**

**Kelvedon Parish Council**

## **12 Feering**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
12.0.1	New issue	That warding arrangements be removed from Feering Parish Council	

### **12.1 Consultation with**

**Feering Parish Council**

### 13.0 Coggeshall

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
<b>13.0.1</b>	To merge existing North and East wards and rename (7 Councillors)	To merge existing North and East wards and rename North ward (7 Councillors)	
<b>13.0.2</b>	To merge South and West Wards and rename (6 Councillors)	To merge South and West Wards and rename South ward (6 Councillors)	
<b>13.0.3</b>	To increase representation to the new South/West ward by 1 additional Councillor	To increase representation to the new South ward by 1 additional Councillor	
<b>13.0.4</b>	New Issue	To redefine the new North ward boundary to include all residential properties in Tilkey Road.	

### **13.1 Consultation with Coggeshall Parish Council**

## **14.0 Panfield**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
14.0.1	That the Panfield Parish Boundary be extended to include an undeveloped rural area known as Panfield Wood	That Panfield Wood remains within the parish of Rayne.	

### **14.1 Consultation with**

**Panfield Parish Council  
Rayne Parish Council**

## **15.0 East of London Road Braintree**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
15.0.1	That any decision with regard to Parish Governance be deferred until the new development is established.	That any decision with regard to Parish Governance be deferred until the new development is established.	

### **15.1 Consultation with**

**Great Notley Parish Council  
Black Notley Parish Council**

## **16.0 Braintree (unparished)**

<b>Reference No</b>	<b>Initial consultation CGR July 2017</b>	<b>Draft Proposal for Consultation. January 2018</b>	<b>Final Proposal for Council in June 2018</b>
16.0.1	New Issue	That the establishment of a Braintree Town Council is not supported	

### **16.1 Consultation with**

**As part of the overall consultation process.**

<b>Changes to Overview and Scrutiny Committee</b>		<b>Agenda No: 7</b>
<b>Portfolio</b>		
<b>Corporate Outcome:</b>	<b>Overall Corporate Strategy and Direction</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>Ian Hunt, Head of Governance</b>	
<b>Background Papers:</b>		<b>Public Report</b>
		<b>Key Decision: No</b>
<b>Executive Summary:</b>		
<p>At the Annual General Meeting of the Council on 24<sup>th</sup> April 2017 the Council considered the allocation of seats on Committees, the Membership and Chairmanship. Council is asked to make the following amendments to the appointments to the Overview and Scrutiny Committee.</p> <p>The Constitution sets a convention that the Chairman of the Overview and Scrutiny Committee will be a member of the opposition, sitting on the Committee where the Council is divided into groups. The Council agreed at the request of the Labour Group at the time of the Annual General Meeting to suspend the convention and to appoint a member of the largest group to the position of Chairman of the Committee.</p> <p>The Leader of the Labour Group has requested that the Chairmanship of the Committee be changed to the opposition in line with the Constitution.</p> <p>Accordingly Council is asked to substitute Councillor Barlow for Councillor Siddall as Chairman of Overview and Scrutiny Committee. For the avoidance of doubt Councillor Siddall would remain a Member of the Committee.</p> <p>This appointment would leave the position of Vice Chairman of the Overview and Scrutiny Committee vacant Council is invited to appoint Councillor Siddall to this role.</p>		
<b>Recommended Decision:</b>		
<ol style="list-style-type: none"> <li>1. That Council reasserts the provision in the Overview and Scrutiny Procedure Rules that the Chairman should not be from the main group on the Council.</li> <li>2. That Council appoints Councillor Barlow as Chairman of the Overview and Scrutiny Committee.</li> <li>3. That Council appoints Councillor Siddall as Vice Chairman of the Overview and Scrutiny Committee.</li> </ol>		

**Purpose of Decision:**

To ensure Committee appointment and Memberships are appropriate for the Council's needs.

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

<b>Financial:</b>	There are no direct financial consequences from the proposed changes.
<b>Legal:</b>	The changes can be made within the terms of the Councils Constitutional framework.
<b>Safeguarding:</b>	There are no direct implications from this proposal.
<b>Equalities/Diversity:</b>	There are no direct implications from this proposal.
<b>Customer Impact:</b>	There are no direct implications from this proposal.
<b>Environment and Climate Change:</b>	There are no direct implications from this proposal.
<b>Consultation/Community Engagement:</b>	There are no direct implications from this proposal.
<b>Risks:</b>	There are no direct implications from this proposal.
<b>Officer Contact:</b> Ian Hunt	
<b>Designation:</b>	Head of Governance
<b>Ext. No:</b>	2629
<b>E-mail:</b>	lan.hunt@braintree.gov.uk

<b>Essex Vision – The Future of Essex</b>		<b>Agenda No:8</b>
<b>Portfolio</b>	<b>Overall Corporate Strategy and Direction</b>	
<b>Corporate Outcome:</b>	<p><b>A sustainable environment and a great place to live, work and play</b></p> <p><b>A well connected and growing district with high quality homes and infrastructure</b></p> <p><b>A prosperous district that attracts business growth and provides high quality employment opportunities</b></p> <p><b>Residents live well in healthy and resilient communities where residents feel supported</b></p> <p><b>A high performing organisation that delivers excellent and value for money services</b></p> <p><b>Delivering better outcomes for residents and businesses and reducing costs to taxpayers</b></p>	
<b>Report presented by:</b>	<b>Councillor Graham Butland</b>	
<b>Report prepared by:</b>	<b>Andy Wright, Acting Chief Executive</b>	
<b>Background Papers:</b>	<b>Public</b>	
The Future of Essex User Manual (attached as Appendix 1)	<b>Key Decision: No</b>	
<a href="http://www.essexfuture.org.uk/vision/we-can/user-manual/">http://www.essexfuture.org.uk/vision/we-can/user-manual/</a>		
<b>Executive Summary:</b>		
<b>1. BACKGROUND</b>		
1.1	Essex Partners recognise that Essex faces many future challenges that will affect us all and that no single organisation can tackle them on its own. Work commenced in 2016 to develop a 20 year Essex Vision with the purpose of giving the different communities, groups and businesses of Essex a way to collaborate in planning their future, recognising the collective power of Essex as a whole.	
1.2	An extensive consultation process has been undertaken that involved local people of all ages and backgrounds, community groups and schools; public, voluntary and private sector leaders. Contributions have been achieved through a range of methods including interviews, surveys, engagement sessions, conversations and activities. This has led to the development of the Future of Essex User Manual (Appendix 1), a document to support partners to identify how they can contribute to the Essex Vision.	
1.3	The Future of Essex User Manual (Appendix 1) sets out seven long-term ambitions for Essex, with priorities for each. These have been developed through	

engagement with a collection of organisations dedicated to improving our County, with the key themes narrowed down at the Essex Assembly and workshops around each to develop and refine the ambitions. The seven ambitions are to:

- a. Unite behind a sense of identity.
- b. Enjoy life long into old age.
- c. Provide an equal foundation for every child.
- d. Strengthen communities through participation.
- e. Develop our county sustainably.
- f. Connect us to each other and the world.
- g. Share prosperity with everyone.

- 1.4 At the Essex Assembly on 19th September 2017 at Chelmsford Racecourse the Vision was launched. The event was attended by the Deputy Leader and Acting Chief Executive. Each partner was asked to adopt the vision and work with partners in their locality to deliver the seven ambitions where appropriate.

## **2. BRAINTREE DISTRICT COUNCIL ENGAGEMENT**

- 2.1 Many of the ambitions and priorities set out in the Future of Essex document are consistent with the Council's Corporate Strategy priorities. It is therefore proposed that the Council adopts the vision and we incorporate its consideration into our usual business planning cycle. We will achieve this by aligning the Future of Essex ambitions against our Corporate Strategy priorities, where appropriate, and we will also identify those projects where we are working in partnership across the District as part of the process to develop our Annual Plan priorities. The Annual Plan will identify those projects that contribute towards the Future of Essex ambitions.

### **Recommended Decision:**

1. To adopt The Essex Vision and incorporate its principles into the work of the Council through the Corporate Strategy and annual business planning cycle.

### **Purpose of Decision:**

To confirm our support for the Future of Essex vision and build the consideration of the Essex Vision into our existing business planning processes working with partners to deliver where appropriate.

<b>Any Corporate implications in relation to the following should be explained in detail.</b>	
<b>Financial:</b>	The adoption of the Future of Essex will not lead to any financial implications for the authority at this stage. Individual projects that do contribute to the vision in future years will be approved through the Council's budget setting processes.
<b>Legal:</b>	None at this stage. Individual projects that do contribute to the vision in future years will consider any legal implications at the design stage.
<b>Safeguarding:</b>	None at this stage. Individual projects that do contribute to the vision in future years will consider any safeguarding implications at the design stage.
<b>Equalities/Diversity:</b>	None at this stage. Individual projects that do contribute to the vision in future years will consider any equalities/diversity implications at the design stage.
<b>Customer Impact:</b>	The aim of the Essex vision is to improve the quality of life for residents over the next twenty years.
<b>Environment and Climate Change:</b>	None at this stage. Individual projects that do contribute to the vision in future years will consider any environment and climate change implications at the design stage.
<b>Consultation/Community Engagement:</b>	The Essex Vision has been formulated through an extensive consultation process. We will need to consider how we engage with communities, groups and businesses in the District going forward.
<b>Risks:</b>	None at this stage. Individual projects that do contribute to the vision in future years will have to consider any risks at the design stage.
<b>Officer Contact:</b> Andy Wright	
<b>Designation:</b> Acting Chief Executive	
<b>Ext. No:</b> 2000	
<b>E-mail:</b> <a href="mailto:andy.wright@braintree.gov.uk">andy.wright@braintree.gov.uk</a>	

# The Future of Essex

User Manual



# Contents

This is our vision for the future of Essex. The purpose of this manual is to act as a physical reference point for the people involved. And to help you inspire others in shaping The Future of Essex.

**We can** sets out our vision and ambitions for Essex. It is the product of 9 months of research, investigation and collaborative working. It's the local truths and ambitions on which success is pinned.

**I can** is an opportunity to interpret this vision as you wish. **I can** is a chance to understand your role in this new future.

A close-up photograph of a firefighter's hands holding a blue helmet. The firefighter is wearing orange and black protective gear. Water is splashing around the helmet, creating a dynamic and energetic scene. The background is blurred, suggesting an outdoor setting. The text 'We can' is overlaid in large white letters on the right side of the image.

**We  
can**



*It is this clash of East End pub and medieval barn that I love about it. A quintessential Essex road would feature a tumbledown Elizabethan Manor house, a used car lot, a terrace of dignified Edwardian worker's homes, a gaudy bungalow, scrubby field with a horse and an ancient over-restored pub with a karaoke speed dating night.*

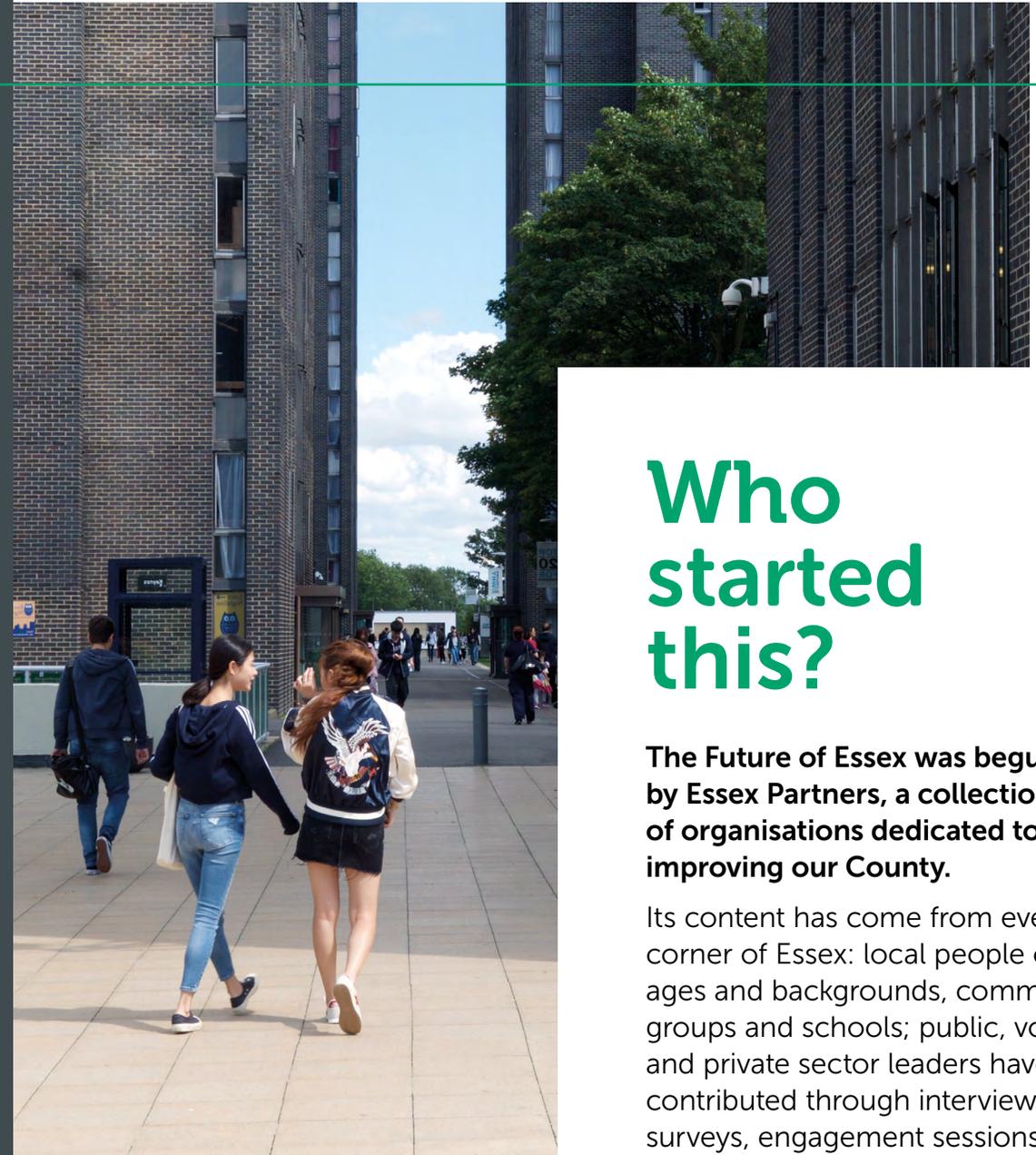
*It is this unprecious cheek by jowl existence of crass modernity that I love about Essex, its endless miles of marshy coast and new-town roundabouts, pebble-dashed estates and bowered sunken lanes. The quaint market town of Chelmsford that I grew up in has been paved over and Americanised, yet criss-crossing the County you will find surprising antique monuments, chocolate box high streets but always with a pylon in the background to stop it becoming kitsch and lose its Essex soul.*



Grayson Perry



# Part 1: Background & Purpose



## Who started this?

**The Future of Essex was begun by Essex Partners, a collection of organisations dedicated to improving our County.**

Its content has come from every corner of Essex: local people of all ages and backgrounds, community groups and schools; public, voluntary and private sector leaders have all contributed through interviews, surveys, engagement sessions, conversations and activities.

The 'we' in this document includes those contributors, everyone working towards better social outcomes in Essex – and every other person making their life here in Essex.

# What is its purpose?

The purpose of The Future of Essex is to give all the many different communities, groups and businesses of Essex a way to collaborate in planning our future. To unite us. To set out the kind of Essex we want to live in. To transcend short-term agendas and move us towards the big things that matter to all of us. To take our pride in our County, and channel it for the good of everyone.



# Why?

Because change is always coming, and we want to make sure it's positive and that it happens on our terms. We want to direct it, and seize the opportunities it presents. And the only way to do that is to work together.

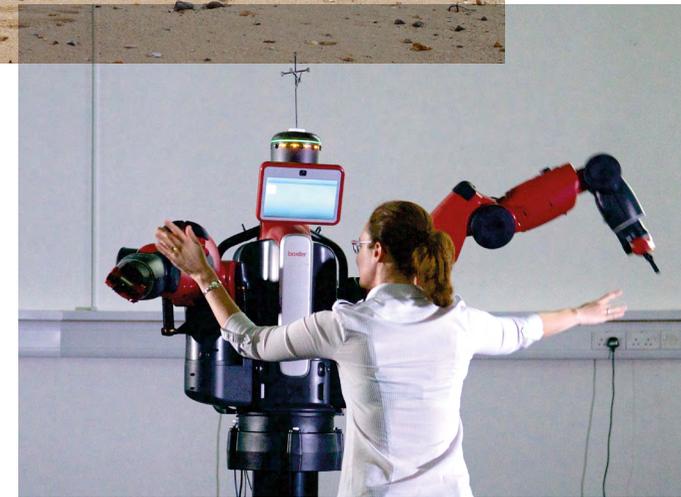
***"Essex has masses of culture, innovation, and character."***

# Part 2: Ambitions



## Our ambitions

These ambitions set out the fundamental things we want to achieve for Essex in the next 20 years, and the things we'll focus on to make them happen. Together they provide a shared start and end point.



***"Things happen in Essex.  
We are doers."***

# 1

## Unite behind a sense of identity

**Essex is many places. A haven for wildlife, self-made millionaires, social housing and everything in between. Complicated, surprising, eccentric – there’s no single way to describe who we are.**

Our ambition is to find a way to capture our many local characteristics, the things that make Essex unique and special, to inspire pride in ourselves and so bring visitors, investment, opportunities and new people to Essex.

***“Essex is a contradiction.”***

### Our priority...

Busting stereotypes, celebrating achievement and building pride.

# 2

## Enjoy life long into old age

**Essex is full of people who have enjoyed a long, fruitful life here – the people who built our County. And it has the potential to offer everyone the same excellent quality of life as they live and grow old here.**

Our ambition is to ensure more people get the chance to achieve that quality of life: to enjoy independent, healthy, safer lives by using new technologies to deliver new forms of care, supporting individuals and families to care for each other, encouraging healthy and active lifestyles and by addressing the many needs of an ageing population that will continue to have a higher average age than the rest of the country.

***“The biggest challenge facing Essex is its increasing population and the increasing age of its citizens.”***

### Our priority...

Reducing the gap in life expectancy, tackling avoidable physical and mental illnesses, and promoting independence wherever possible.

# 3

## Provide an equal foundation for every child

**Over three quarters of Essex’s schools are good or outstanding, and as our County and our communities grow, so will the opportunities for every young person.**

Our ambition is to make sure every child has the chance of a great future by eradicating the gap in outcomes for disadvantaged children, giving every child the knowledge and support they need to seize every chance of success and happiness.

***“Children and young people are our future and we need to make sure they want to stay in Essex.”***

### Our priority...

Improving school readiness, supporting safe and secure relationships, and making sure every child can go to a great Essex school.

# 4

## Strengthen communities through participation

**The strength of Essex is its people. We are home to many tight-knit communities, with an incredible voluntary sector and community spirit.**

Our ambition is to spread that spirit everywhere. To foster the bonds that hold us together, celebrate differences and show the importance of personal participation so that we have safe and cohesive communities. Because communities grow from individual participation and a sense of purpose, not from top-down action.

***“Essex is many small, strong communities – not a single community.”***

### Our priority...

Nurturing a safer, better connected society by giving people more ways to control and contribute to their communities.

# 5

## Develop our County sustainably

**Essex is unique. Historic market towns next to radical new towns. The longest wild coastline in Britain dotted with working port communities. Ancient, beautiful, modern, challenging.**

Our ambition is to use the need for 140,000 new homes over the next 20 years as an opportunity to enhance the County – with infrastructure development, healthier places, safer communities, more schools and amenities and greater opportunity. Not preserving nor building over – but rather adding to the beauty, diversity and uniqueness in a considered, sensitive way.

***“Essex is full of hidden gems.”***

### Our priority...

Enhancing the things that make Essex a great place to live – our countryside, our coastline, our heritage – and working with local people and communities to build homes not houses, places not developments, communities not estates.

# 6

## Connect us to each other and the world

**Essex has an unbeatable location – close proximity to London, a gateway to Europe and links to the rest of the world.**

Our ambition is to amplify the possibilities our location offers, by unshackling us from cars and congestion with efficient, modern and sustainable networks and digitally connected homes and businesses.

***“We have become prisoners of the commute.”***

### Our priority...

Tackling congestion on our roads and railways, securing large-scale investment in low carbon modes of transport and delivering superfast broadband to every part of Essex.

# 7

## Share prosperity with everyone

**Essex is home to some exciting organisations and more entrepreneurs for the size of our economy than anywhere else in the UK. We're known for our confidence, smile and swagger.**

Our ambition is to harness our can-do attitude with skills and support, unlocking personal potential across Essex. To attract and grow big businesses that will provide the growth, investment, and job opportunities we all need to prosper, and for our County to compete in a changing global economy.

***"Essex people are always ready to do business."***

### Our priority...

Giving more people the chance to achieve the highest qualifications in key growth industries, providing the space for big businesses to grow, and developing a united and relentless focus on attracting and maximising investment in Essex.

# Part 3: Statement of Intent

**Change is unstoppable. So, we will make it happen on our terms. We will amplify all that is good and unique about Essex and its people – our boldness, our cheek, our loyalty and fierce independence. We will harness this spirit, and make it contagious. Embrace the new and celebrate our differences. We will create a county where every single person has the support, the opportunity, the self-belief to fulfil the promise of their potential. And we will do it together.**

**Change is  
unstoppable.  
And so are we.**



I  
can

**For new  
results,  
try new  
methods.**

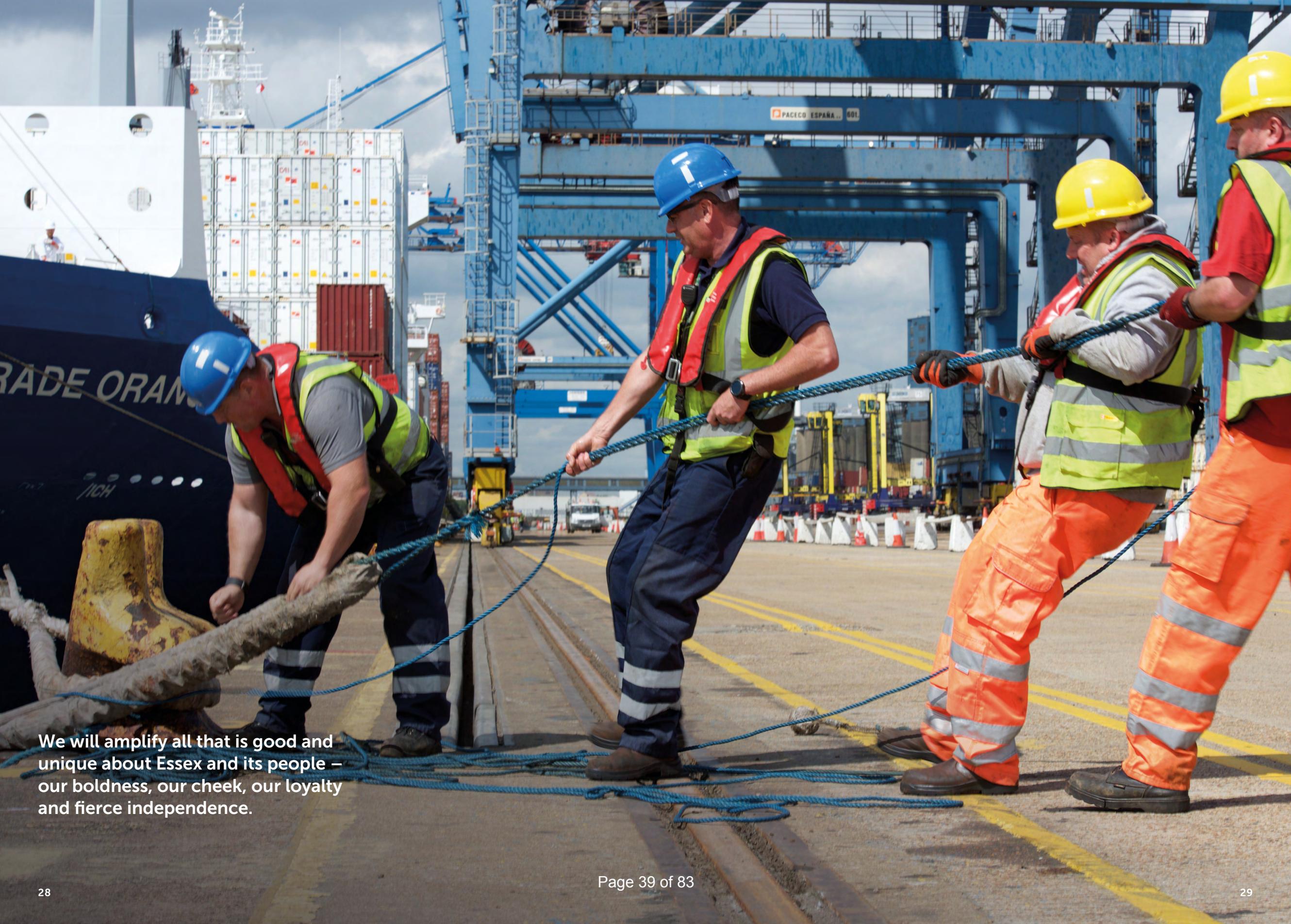
**Organisations effect lasting change only when individuals take personal responsibility for that change.**

**The Future of Essex isn't a top-down directive. It's a guidebook for change with the people of Essex placed firmly at it's core.**

**It's up to you how that change is made. Every individual has a unique set of skills that combined will bring about a positive future. Every individual has a role to play.**

**Every person living, working and guiding Essex will interpret this vision differently. Knowing where you fit in the plan is vital to achieving collective success.**

**The Future of Essex is your starting point. Where now?**



We will amplify all that is good and unique about Essex and its people – our boldness, our cheek, our loyalty and fierce independence.

# Your ideas

There are many big, long-term ambitions in this manual. To get things done, we need everyone to interpret what they mean at a personal and local level. So, we've created space for you to think, take notes and come up with ideas.

*NOTE: The thinking points below are purely there as a guide. Use them, or cross them out and write your own.*

## Thinking points

How do you feel about The Future of Essex?

What do you think it means for you, your local area and your organisation?

Which ambition resonates most with you and why?

How do you think you and your organisation can contribute to realising this – or any – ambition?

What do you think isn't represented in the plan?

## Your ideas for change



We will create a county where every single person has the support, the opportunity, the self-belief to fulfil the promise of their potential.

# What can I do?

The ambitions set out in The Future of Essex focus on long-term success across sectors like health, transport and employment.

However, achieving those ambitions will need contributions from across the County.

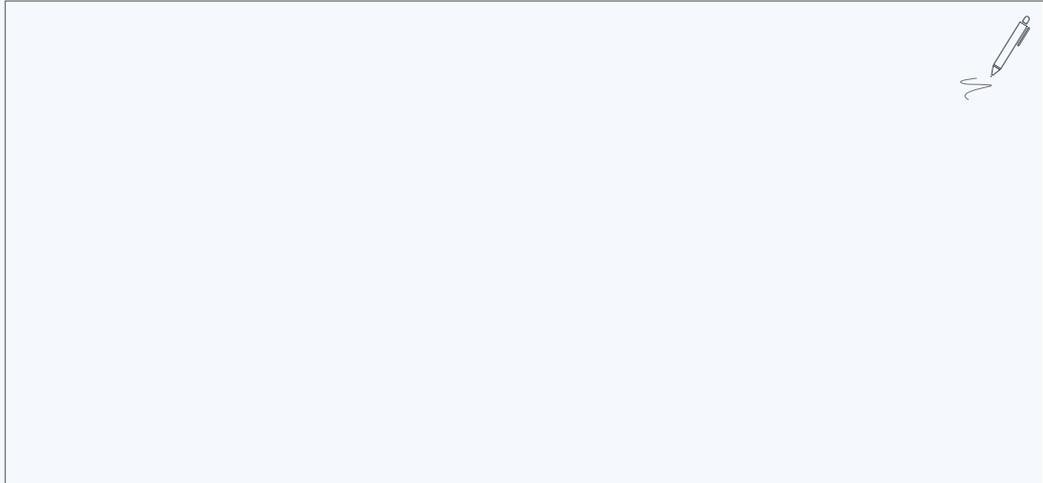
That means each of us stepping out of our silos, and seeing how the things we work on every day can contribute to the bigger picture.

# What can I do?

Use this tear-out section to tell us your area of expertise, how you think you can contribute to goals outside of your usual sector, and to write or draw any ideas you want to share.

**My area of expertise:**

**How I can help achieve our ambitions:**





**Make  
your energy  
contagious.**

The collaborative energy that came out of The Future of Essex project galvanised everyone involved. Now, one of the most important contributions anyone can make is to pass that spirit on – motivating and inspiring others to make the vision a reality.

## Here are six simple things to return to, time after time, to help that happen.

1. Remind yourself and others who this is all for: you, your family, your community, the people of Essex.
2. Be open about your work – share, talk, blog and present new ideas and ways of thinking. Your enthusiasm will be infectious.
3. Never be afraid to ask for help.
4. Don't ignore your failures, learn from them.
5. Celebrate every little win because they all add up.
6. Remember, change is unstoppable. And together, so are we.



COUNCIL  
11<sup>th</sup> December 2017



<b>Recommendations from Cabinet, 27<sup>th</sup> November 2017</b>	<b>Agenda No: 9</b>
<b>Treasury Management Mid- Year Report 2017/18</b>	
<b>Background Papers:</b>	<b>Public Report</b>
<a href="#">Treasury Management Mid-Year Report 2017/18</a>	

<b>Minute Extract:</b>
<b>DRAFT MINUTE EXTRACT</b>
<b>CABINET – 27TH NOVEMBER 2017</b>
37 <b><u>RECOMMENDATIONS FROM THE GOVERNANCE COMMITTEE, 6<sup>TH</sup> SEPTEMBER 2017 – TREASURY MANAGEMENT MID- YEAR REPORT 2017-18</u></b>
<p><b>INFORMATION:</b> The Council’s treasury management activities were regulated by statutory requirements and by a Code of Practice (“the Code”) issued by the Chartered Institute of Public Finance (CIPFA). One of the key requirements of the Code was that the Council should receive at least one mid-year report on its treasury management activities.</p> <p>The mid-year report included details on capital programme, updated capital expenditure, capital financing and investment balances and returns.</p> <p><b>DECISION:</b> That Cabinet agreed:</p> <ol style="list-style-type: none"><li>1. To consider the Treasury Management Mid-Year Report 2017/18.</li><li>2. Refer the Treasury Management Mid-Year Report 2017/18 to Full Council</li></ol>
<b>Recommended Decision:</b> To consider the Treasury Management Mid-Year Report 2017/18 (available to view at the link above).

<b>Recommendations from Cabinet, 27<sup>th</sup> November 2017</b>	<b>Agenda No: 10</b>
<b>Medium-Term Financial Strategy 2018/19 to 2021/22</b>	
<b>Background Papers:</b>	<b>Public Report</b>
<a href="#">Medium-Term Financial Strategy 2018/19 to 2021/22</a>	

**Minute Extract:**

**DRAFT MINUTE EXTRACT**

**CABINET – 27TH NOVEMBER 2017**

38 **MEDIUM-TERM FINANCIAL STRATEGY 2018-19 TO 2021-22**

**INFORMATION:** Councillor Bebb, Cabinet Member for Finance and Performance highlighted the following points;

On 14th September 2017, the Department for Communities and Local Government (DCLG) published a technical consultation paper on the 2018/19 Local Government Finance Settlement. A response was submitted on behalf of the Council as agreed by the Cabinet Members for Finance & Performance and Planning & Housing.

The Settlement Funding Assessment figures were still to be confirmed however it was estimated that this would reduce from £4.0million for the current year down to £3.6million for 2018/19. It was anticipated that this would be confirmed in the coming weeks.

The other significant funding stream received from Central Government was an administrative subsidy for Local Council Tax Support and Housing Benefit schemes (total of £646,610 in 2017/18). It was expected that the allocations for 2018/19 would also be received in the weeks following the Autumn Budget. The MTFS anticipated a reduction of approximately £44,000 per annum to these subsidies.

The Financial Profile, agreed in February 2017, included cost reductions and

additional income planned for 2018/19 to 2019/20. These had been reviewed to ensure that they were still deliverable.

A review of the current year budget, as at 30th September, had predicted a positive variance for the year of £406,000 this is due principally to additional income of £666,000 reduced partially by an overspend on expenditure budgets of £260,000.

Senior Managers have reviewed their service budgets to identify possible cost reductions and/or income generation, in particular with reference to the projected outturn for the current year. The review of service budgets has identified budget adjustments with a total of £695,740 for 2018/19. These have been agreed by Management Board as they do not have a direct impact on customers or service delivery.

Since the review at the half-year, a tender exercise had been undertaken for the renewal of an insurance policy covering the Council's Environmental Impairment liabilities, which were a consequence of the Housing Stock transfer agreement with Greenfields Community Housing in November 2007. The outcome of the tender exercise was that the lowest insurance premium is £98,560. It was recommended that an Environmental Insurance Policy be undertaken with Zurich Insurance for a period of 10 years. With the original premium being an upfront payment for the 10-year term no provision was made for the renewal and as a consequence it was also recommended that the cost of the premium be met from the unallocated balance.

Bids for revenue funding to meet unavoidable budget demands and new investments total £657,720, in 2018/19 and £36,000 in 2019/20. The majority of this was an ongoing requirement and it was therefore needed to be added to base budget. Two requests, totalling £38,170, were for a one-off budget in 2018/19. In addition, a request was made to add further funding to the Planning Appeal Costs reserve which would be fully expended during the current year. It was proposed that this be funded from the additional Planning Application fee income in the current year. The unavoidable budget demands include a proposal to allocate a proportion of the estimated surplus on the Council Tax Collection Fund from 2017/18 of £181,609 between the Town/Parish Councils and this Council. The proportion payable to the Town/Parish Councils is £33,170 and would be paid in 2018/19.

A number of cost reductions and additional income which will either have an impact on residents, customers or local organisations or involve policy issues are proposed and have a total value of £232,050 in 2018/19.

Car park fees and charges are reviewed on a minimum of a three-year basis. The last review was undertaken for 2014/15 and a review had recently been undertaken. It was proposed that charges were increased: short term charges for up to 1 hour and between 1 hour and 3 hours by 10p and 20p respectively. Longer stay charges, which had not been increased since April 2011, were proposed to be increased by 50p and a 10% increase in season ticket prices was also proposed. No change was

proposed to the 10p after 3:00pm initiative.

It was also proposed that Land Charges search fees were increased to enable the recovery of additional costs of data management required in advance of the transfer of the major part of the service to the Land Registry.

Whilst it was proposed to cease issuing refuse/recycling collection calendars with effect from 2018/19, the Cabinet Member for Environment and Place commented that she would be reconsidering the proposal and its impact on residents without access to the internet.

In respect of investment returns a net increase of £45,000 was estimated for the dividends receivable per £1million invested in pooled funds. The limit on the amount which can be invested in pooled funds was increased by £5million to £20million by Council in October.

The Council had agreed that internal funds used to purchase two properties during the year would be repaid from revenue over a 25 year period to provide funding for future capital projects. As this was a voluntary arrangement it was proposed to reverse this decision which would provide a revenue saving.

In early September 2017 the DCLG issued an Invitation to Local Authorities in England to pilot 100% Business Rates Retention in 2018/19 and to pioneer new pooling and tier-split models. With the request for two-tier areas to apply, 14 of the Essex local authorities together with the Essex Police, Fire and Crime Commissioner Fire and Rescue Authority agreed to work on an application for Pilot status for 2018/19. The potential additional business rates that could be retained within the county were circa £25million. The Essex authorities had agreed that the fallback position should the bid for Pilot status be unsuccessful was for an expanded Essex Business Rate Pool for 2018/19, incorporating the 15 authorities.

Members were advised that it was not proposed to make any changes to the current Local Council Tax Support Scheme for 2018/19.

In anticipation of the referendum limit being confirmed by the Government at the current level it was proposed that the council tax increase for 2018/19 be £4.95 (at Band D): this was considered necessary to help address the anticipated budget shortfalls over the medium-term and due to the uncertainty over future changes to Local Government funding.

It was reported that the updated financial profile 2018/19 to 2021/22 showed for; 2018/19 – addition to Balances of £173,929; 2019/20 – shortfall of £513,616; 2020/21 – a shortfall of £209,620; and 2021/22 – addition to balances of £8,038.

Details of the Capital Programme with the proposed capital projects were presented. The value of the proposed projects in 2018/19 is £1,636,800 and anticipated

requirements for 2019/20 to 2021/22 total £745,000, £720,000 and £720,000 respectively.

**DECISION:** That Cabinet recommends to Full Council to agree:

- a) The Braintree District Council's Local Council Tax Support scheme for 2018/19 as detailed on the Council's website:  
[https://www.braintree.gov.uk/info/200302/benefits/1078/what\\_is\\_the\\_local\\_council\\_tax\\_support\\_scheme](https://www.braintree.gov.uk/info/200302/benefits/1078/what_is_the_local_council_tax_support_scheme)
- b) That the surplus on the Council Tax Collection Fund be allocated between the District and parish/town councils as detailed in Appendix A attached to the report;
- c) That £300,000 of the anticipated over achievement against budget of planning application fees in the current year be vired to the reserve for Planning Appeal Costs; and

Cabinet agreed that:

- d) The Environmental Insurance policy, relating to warranties given by the Council as part of the Housing Stock Transfer, be renewed and that this be with Zurich Insurance in the sum of £98,560, covering the 10-year period to November 2027, and that this be funded from the unallocated balance; and
- e) The Revenue Budget and Capital Programme for 2018/19, as presented in this report, constitute the initial Budget proposals and that views are sought as appropriate.

**REASON FOR DECISION:** Good governance arrangements through the proactive management of the Council's finances over the short and medium term.

To recommend to Council to agree the Local Council Tax Support scheme for 2018/19 for the Braintree District.

**Recommended Decision:** That Council agrees

- a) The Braintree District Council's Local Council Tax Support scheme for 2018/19 as detailed on the Council's website:  
[https://www.braintree.gov.uk/info/200302/benefits/1078/what is the local council tax support scheme](https://www.braintree.gov.uk/info/200302/benefits/1078/what_is_the_local_council_tax_support_scheme)
- b) That the surplus on the Council Tax Collection Fund be allocated between the District and parish/town councils as detailed in Appendix A to this report;
- c) That £300,000 of the anticipated over achievement against budget of planning application fees in the current year be vired to the reserve for Planning Appeal Costs;

<b>Recommendations from Cabinet, 27<sup>th</sup> November 2017</b>	<b>Agenda No: 11</b>
<b>Braintree District Museum Trust Funding and Management Arrangements</b>	
<b>Background Papers:</b>	<b>Public Report</b>
<a href="#">Braintree District Museum Trust Funding and Management Arrangements Report</a>	

**Minute Extract:**

**DRAFT MINUTE EXTRACT**

**CABINET – 27TH NOVEMBER 2017**

41 **\*BRAINTREE DISTRICT MUSEUM TRUST FUNDING AND MANAGEMENT ARRANGEMENTS**

Minutes Published: 4th December 2017  
Call-in Expires: 12th December 2017

**INFORMATION:** Members were advised that at present the Council's Museum Services, which include the operation of the Braintree Museum, Warner Archive and the management and preservation of the Council's artefacts and collections, was provided by Braintree Museum Trust. This service had been successfully developed over a number of years and as a result there were a number of areas of the current arrangements which required reviewing. These areas included the funding and management agreements, staffing arrangements historical debt and future management and direction of the Trust.

The proposed funding arrangements were designed to provide an ongoing reduction in cost to the taxpayer for the Museum Service at a rate that allowed the Trust to continue to identify and develop its own funding streams.

In terms of staffing the proposed revised arrangements would involve transferring two members of Council staff over to the Trust to give greater clarity and focus under one governing body. The Council would also act as a financial guarantor for

the Trust's admission to the Local Government Pension Scheme in relation to the two members of staff transferring into the Trust.

During the process of the negotiation, a significant issue had been identified with the heating system and boiler in the main Museum building. This would require immediate replacement to ensure the continued operation of the Museum and the management of the Museum Collection. The Trust had requested funding to replace the boiler and related heating systems. There was a reserve for Leisure and Culture which had sufficient funds to make a contribution of up to £100,000 to the Trust for this purpose.

There was also a historic debt of £116,550 which related to the early operating costs of the Warner Textile Archive. This was intended to be repaid through the achievement of surplus income, but this had not been financially viable to date for the Trust and it was unlikely that this position would change in the near future. The outstanding debt was having a detrimental impact on the Trust being able to obtain funding from other sources and therefore the review had recommended that this debt be written off.

**DECISION:** That Cabinet agreed:

1. To enter into the new Funding and Management Agreement with Braintree District Museum Trust from 1<sup>st</sup> April 2018 for the management and operation of the following sites:
  - a. Braintree District Museum
  - b. Warner Visitor Centre
2. To enter into a Business Transfer Agreement with Braintree District Museum Trust that will enable the transfer of two members of staff in to the Trust as well as the transfer of IT equipment and the agreement of pension arrangements.
3. The Council to act as a financial guarantor for the Trust's admission to the Local Government Pension Scheme in relation to the two members of staff transferring into the Trust.
4. The proposed funding levels for the next four years are agreed as follows:

Year	Period	Amount
1	1 April 2018 to 31 March 2019	£207,190
2	1 April 2019 to 31 March 2020	£198,690
3	1 April 2020 to 31 March 2021	£185,190

4	1 April 2021 to 31 March 2022	£171,690
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5. To contribute up to £100,000 towards a replacement heating system for the Museum subject to the provision of a business case by the Trust.
6. To delegate authority to the Portfolio Holder for Health and Communities for any final negotiation of the Funding and Management Agreement and Business Transfer Agreement that does not impact the financial obligations of the Council.

To recommend to Council:

1. To reduce the number of Braintree District Council Members on the Trust's Board from three to two from the date of the Braintree District Council Annual General Meeting in 2018.
2. To write off an historic outstanding debt that the Trust owes the Council totalling £116,550.

**REASON FOR DECISION:** To facilitate a successful, long term arrangement with Braintree District Museum Trust to operate the Council's Museum Services.

**Recommended Decision:** That Council agrees

1. To reduce the number of Braintree District Council Members on the Trust's Board from three to two from the date of the Braintree District Council Annual General Meeting in 2018.
2. To write off an historic outstanding debt that the Trust owes the Council totalling £116,550.

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

**Agenda No:12a**

**Garden Communities Update**

Since the last Council meeting I attended a dinner with other Council Leaders and growth colleagues from around the County with senior civil servants from the Department of Communities and Local Government (DCLG). The aim of the evening was to promote the growth work in Essex currently being undertaken. The evening was hosted by Cllr John Spence CBE from Essex County Council who is Chair of the North Essex Garden Communities (NEGC) Board. This gave us the opportunity to raise the profile of the NEGC with the DCLG representatives. I am pleased to inform Council that a follow up visit is now being planned with DCLG early in the New Year to the North Essex area to further promote the work we are doing.

I also accepted an invitation from the Rt. Hon. Priti Patel MP to meet with her and leading members of CAUSE. The meeting took place at Feeringbury Manor. We had a useful and robust exchange of views but we shared the view that infrastructure growth is essential to Garden Communities project.

Following that meeting I received a very reasonable and measured letter from Ms Patel which is reproduced at Appendix 1.

On Thursday 30<sup>th</sup> November 2017 a meeting of the Board of North Essex Garden Communities Ltd was held. The Board agreed that Cllr John Spence CBE should be re-appointed as Chairman until 31<sup>st</sup> March 2019 with me as Vice-Chairman.

The Board also considered a paper which outlined the current situation with DCLG proposals to use regulations to amend the New Towns Act 1981 to enable Local Authorities to request permission from the Secretary of State to devolve its powers to enable them to set up Locally Led Development Corporations. The Board noted the contents of the paper and agreed to prepare and submit co-ordinated responses to the draft Regulations from all four partner authorities as well as NEGC Ltd.

**Essex Police, Fire and Crime Panel**

On Thursday 19<sup>th</sup> October 2017 I deputised for Cllr Mrs Wendy Schmitt at the first meeting of the above Panel.

The Police Reform and Social Responsibility Act 2011 brought in the responsibility for Local Authorities to create a Police and Crime Panel. This panel would be made up of local elected councillors and independent members with the responsibility to scrutinise and support the work of the Police and Crime Commissioner (PCC).

The Policing and Crime Act 2017 introduced new powers for a PCC to make a local business case to the Secretary of State to take on the governance of Fire and Rescue

Services for their area. The Secretary of state approved the business case for a change in governance for Essex.

The Police, Fire and Crime Commissioner for Essex (Fire and Rescue Authority) Order 2017 created a new Fire and Rescue Authority, under Section 4A of the Fire and Rescue Services Act 2004, for the areas covered by Southend-on-Sea Borough Council, Thurrock Council and Essex County Council. The new Order came into effect from the 1st October 2017.

Within that Order it sets out that the person who is the Police and Crime Commissioner for Essex is also the Essex Police, Fire and Crime Commissioner Fire and Rescue Authority (“the Commissioner”). They will be known as the Police, Fire and Crime Commissioner for Essex (“the PFCC”).

The Policing and Crime Act 2017 also amended Section 28 (Powers of Police and Crime Panels) of the Police Reform and Social Responsibility Act 2011 to include the responsibilities of the new Fire and Rescue Authority.

In summary, the functions of the Police and Crime Panel which must be exercised with a view to support the effective exercise of the functions of the PCC now include the Commissioner’s functions in respect of the governance of the Fire and Rescue Service.

Following the introduction of the additional responsibility the Panel is now known as the Essex Police, Fire and Crime Panel (“the Panel”).

Items on the agenda included consideration of the draft PCC Annual Report for 2016-17, the Quarterly Performance Report, and the Commissioner’s plans to undertake a public survey to seek the views of the public on a possible policing precept increase.

### **The Government’s Industrial Strategy**

As Leader of the Council I have received a letter from the Rt. Hon. Greg Clark MP, Secretary of State for Business, Energy & Industrial Strategy which is reproduced at Appendix 2.

Jobs and employment are an essential element of the developing sustainable Garden Communities and we will therefore be studying the Government’s strategy closely.

Councillor Graham Butland  
Leader of the Council

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Cllr Graham Butland  
Leader of the Council  
Braintree District Council  
Causeway House  
Braintree  
Essex  
CM7 9HB

Our Ref: ZA48083

3 November 2017

Dear Graham,

Thank you very much for taking the time to meet with myself and some of the members of CAUSE to discuss the Garden Settlement proposals.

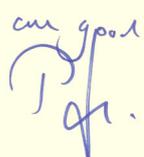
While I appreciate that there may continue to be disagreements over the project and proposals, I hope that the meeting has helped to improve understanding of the issues. The comments on infrastructure were particularly important and if there is an ask of Government here above and beyond the request for the A120 to be included in the RIS2 programme please let me know the details and I will make enquiries with my ministerial colleagues. I would also welcome being kept regularly updated on the work being undertaken to scope out the future demand for public services and remain standing by to make enquiries where necessary.

As I am sure you will have noted from the discussions today, should this project go ahead then it is vital that the infrastructure and public services needed to support it are in place so that the impacts are addressed in full.

Furthermore, the focus on jobs and employment is important as expanded local employment opportunities would calm some of the pressures on the transport network. If I can make enquiries on this issue too, please do let me know.

I am also grateful for your email with the response that you are providing to residents who are emailing about this issue and the issues and options paper.

Yours sincerely,

*with our good wishes*  


**Rt Hon Priti Patel**  
**Member of Parliament for Witham**



Department for  
Business, Energy  
& Industrial Strategy

The Rt Hon Greg Clark  
Secretary of State  
Department for Business,  
Energy & Industrial Strategy  
1 Victoria Street  
London  
SW1H 0ET

Graham Butland  
Braintree District Council  
[cllr.gbutland@braintree.gov.uk](mailto:cllr.gbutland@braintree.gov.uk)

30 November 2017

Dear Graham,

We are at one of the most important, exciting and challenging times there has ever been in the history of global enterprise. Powered by new technologies, the way we live our lives as workers, citizens and consumers is being transformed across the world.

Britain is extraordinarily well-placed to benefit from this new industrial revolution. We are an open enterprising economy, built on invention, innovation and competition. Our universities and research institutions are among the best in the world. We have a deserved reputation for being a dependable and confident place to do business, with high standards, respected institutions, and the reliable rule of law. We have achieved near historic levels of employment. We are a crossing point for the world because of our geographic position, the English language, our strong ties, our openness to ideas and our vibrant culture. We have many industries – from financial services to advanced manufacturing, from the life sciences to the creative industries – which are world leading.

To benefit from the opportunities before us, we need to prepare to seize them. This would be needed at any time, and Britain's decision to leave the European Union makes it even more important. More decisions about our economic future will be in our own hands, and it is vital that we take them. In our Industrial Strategy, which we published today, we set out how we will build on our strengths, extend them into the future and capitalise on the opportunities before us.

A serious strategy must also address the weaknesses that keep us from achieving our full potential. For all the excellence of our world-beating companies, the high calibre of our workforce and the prosperity of many areas, we have businesses, people and places whose level of productivity is well below what can be achieved.

By improving productivity while keeping employment high, we can earn more – raising living standards, providing funds to support our public services and improving the quality of life for all our citizens. So this Industrial Strategy deliberately strengthens the five foundations of productivity: innovation, people, infrastructure, places and the business environment.

As well as setting a path to improved productivity, our Industrial Strategy sets out four areas where Britain can lead the global technological revolution. These four Grand Challenges – in artificial intelligence and big data; clean growth; the future of mobility; and meeting the needs of an ageing society – have been identified on the advice of our leading scientists and technologists. They will be supported by investment from the Industrial Strategy Challenge Fund and matched by commercial investment.

Our Industrial Strategy will inform decisions now, and in the future. Other countries have benefited from establishing policies and institutions which endure. That is our aim. Through the consultation on our Green Paper, over 2,000 organisations from all parts of the United Kingdom have helped shape this strategy.

We are pressing ahead with a series of Sector Deals, with life sciences, construction, automotive and AI the first to benefit. These Deals are resulting in investment decisions being made now, on the basis of confidence in our long term strategic approach, showing that a long term strategy can have immediate benefits.

You can find the White Paper at the following link: <https://www.gov.uk/government/publications/industrial-strategy-building-a-britain-fit-for-the-future>.

Every region in the UK has a role to play in boosting the national economy and partnership across the country is at the heart of our approach. We are in continuing discussions with businesses, devolved administrations, city regions and Local Enterprise Partnerships about how we boost productivity and earning power, and enable communities to thrive.

Our aim is to have prosperous communities throughout the UK. We have launched a £1.7 billion Transforming Cities Fund for projects that improve connectivity, reduce congestion and utilise new mobility services and technology. It will transform local productivity in city regions, for example, by linking the towns around our cities to city centres, and to each other. Through local industrial strategies, we will help business leaders and community representatives build on their strengths and stimulate local growth.

We will also introduce new policies to improve skills in all parts of the country, create more connected infrastructure, back innovation strengths and ensure land is available for housing growth.

I look forward to working with you as we implement the Industrial Strategy and build a Britain fit for the future.



THE RT HON GREG CLARK  
Secretary of State for Business, Energy & Industrial Strategy

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

**Agenda No: 12b**

**Council Tax and Business Rates:**

**Tax Collection rates as at end of October**

**Council Tax** collected was 68.67% for October compared to 68.54% for the previous year and the target for the year is 98.3%. Amount collected £57.31million.

**Business Rates** collected was 67.51% for October compared to 67.35% for the previous year and the target for the year is 98.5%. Amount collected £29.09million

**Tax recovery**

There continues to be encouraging and very significant 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. Interestingly, this means that the costs recovered budget will not be achieved in the year.

The number of dwellings attracting the 50% council tax premium (empty for 2 years+) is 197.

**Business Rates**

- New Business Rates relief for Charities scheme commenced from 1st October 2017.
- Business Rate discretionary reliefs were agreed at a Special meeting of Cabinet on 9th October. Awards to businesses were made in the following week.
- A list of businesses awarded this new Discretionary Business Rate Relief in 2017/18 is available on the Members' Hub.

**Housing Benefits**

The Universal Credit full service commenced in the Braintree District on 25th October. This is for customers of working age, who are either single or families with less than 3 children, and are requesting housing benefit for the first time or have moved to a new property.

**Insurance**

An Environmental Impairment Liability insurance policy was taken out in November 2007 to protect the Council in respect of certain warranties given to Greenfields Community Housing regarding the housing stock transferred. The policy covered the first 10 years. As the warranties were given for a 30 year period, quotes have been sought for a second 10 year period. As a result of this exercise Cabinet was asked to approve a budget of

£98,560, from the unallocated balance, at its meeting on 27<sup>th</sup> November.

## **Performance**

**Projects:** As at the end of the second quarter, ten projects have been completed and a further 49 projects are on track and progressing well.

## **Key Performance Indicators**

Ten performance indicators have achieved or exceeded target, four have missed targets by less than 5% and four have missed target by more than 5% which include those that are in relation to the number of visits to our leisure facilities including participation levels for the under 16's, and the number of passenger journeys on the community transport scheme .

## **Finance Performance**

An overall positive variance for the year of £406,000 (3.8%) is projected against the budget, with income projected to be overachieved by £666,000; with an overall overspend of £260,000 forecast on Staffing and Other Expenditure.

Compared to the position reported at the first quarter, the overall forecast positive variance has reduced by £137,000.

The second quarter projected variance, along with last year's outturn, has been used to inform a review undertaken by managers to identify potential cost reductions or additional income which are expected to be on-going and which have, therefore, been included in the draft budget proposals, contributing towards eliminating the £0.5million budget shortfall identified for 2018/19 in the Medium Term Financial Strategy.

## **Budget Strategy**

Following a team strategy day in October work has continued to be undertaken to further develop the Medium Term Financial Strategy. The budget outline was further examined at the Overview and Scrutiny meeting on November 22<sup>nd</sup> and Cabinet on 27<sup>th</sup> November.

## **Payroll**

Arrangements to provide a shared payroll/ system resource via the BDC Payroll Manager have been implemented with Colchester BC who will contribute 50% towards the cost of the post. This has been agreed on a trial basis up to end March 2018.

Cllr David Bebb  
Cabinet Member for Finance and Performance

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

**Agenda No: 12c**

**INFRASTRUCTURE**

**A12**

We are awaiting a Highways England decision on the preferred route announcement of the A12 which is expected in Winter 2017.

**A120**

Following the public consultation on five route options for the A120 from Braintree to the A12 which was held by Essex County Council in the summer of this year, Essex County Council announced their preferred way forward at their Cabinet meeting on 23<sup>rd</sup> November 2017.

The results of the public consultation have already been published and showed that no one route was the preferred route of a significant majority of the responses but that one route, route A which was the online option, had less support than the other routes.

The papers presented to Cabinet by officers on 23<sup>rd</sup> November 2017 conclude that route A is the worst performing option and would be unlikely to emerge as a candidate for preferred route status. However two broad options, corresponding to the central (routes B and C) and southern corridors (routes D and E), will now be pursued in greater detail to determine the best overall performing route. Work continues at Essex County Council to present a full set of route option appraisals to Government in accordance with Highways England processes. Cabinet approved these recommendations on 23<sup>rd</sup> November 2017.

The report also notes that Essex County Council will investigate the potential of an additional junction to serve Bradwell Quarry and any future Integrated Waste Management Facility in the vicinity as this was requested by respoondees to the consultation.

Preferred route status for the A120 can only be made by Highways England. It is anticipated that this will take place in 2018 or 2019 and I will keep Members up to date as the timetable becomes more refined.

**PLANNING POLICY**

**Local Plan Examination**

The Local Plan has been submitted to the Planning Inspectorate and Mr Roger Clews has been appointed to examine the strategic section 1 of the Local Plan, including the Garden Communities. A dedicated examination website is hosted by BDC on behalf of the three local planning authorities. The website includes all the communication between the Inspector and the Council, the evidence that the Local Plan is based upon. The timetable for the examination is also published on this website and has been

confirmed as for a six day period from 16<sup>th</sup> January 2018 at the Weston Homes Community Stadium, Colchester. Whilst the Inspector will set out who will appear at the examination at each session, there is a public gallery which members can attend and watch proceedings if they wish. The Inspector has recently published his 'matters, issues and questions' which is a series of questions which he seeks further information on from both the Council and those who previously responded to the Local Plan. Responses to this must be submitted by 4<sup>th</sup> December 2017 and will be published on the examination website

### **Garden Communities Consultation**

The Council along with Colchester Borough Council, Tendring District Council and Uttlesford District Council is currently consulting on Issues and Options documents for the garden communities. The consultation which runs from 13<sup>th</sup> November 2017 until 22<sup>nd</sup> January 2018 is for the public to have an opportunity to input into an early stage in planning for the garden communities, which would help inform more detailed masterplanning which will take place if the Local Plan examination is successful. A series of public exhibitions are being held across the District during the consultation period, where the public can speak to officers about what is being proposed.

### **Government Consultation: Planning for the Right Homes in the Right Places**

The government recently undertook a consultation on potential amendments to planning including a new standard methodology for working out housing need, how viability assessments can be made more streamlined, potential increases in planning fees and new proposals to help local authorities to work more closely together. The Council responded to this consultation with a number of points as to how the proposals may work more effectively and questions on how the standard methodology could be calculated and applied to Local Plans. The government is currently considering the responses received with no timeline published for when these changes may be put in place.

For Members information, the standard methodology for housing need consultation indicates that for Braintree District the need is for 835 new homes per year, rising from 716 new homes in the current Local Plan. The transitional arrangements proposed in the consultation mean that providing the Local Plan is found sound, the Council is not required to consider this new number until the usual review of the Local Plan which takes place around every 5 years.

## **DEVELOPMENT MANAGEMENT**

The service is monitoring applications granted for new dwellings on a quarterly basis. The most up to date figures relate to Quarter 2 in 2017/18 (July to September 2017). During that quarter, planning permissions were granted for a total of 421 dwellings of which 126 would be affordable dwellings.

## **HOUSING**

### **New Affordable Housing Development**

There have been 39 new affordable homes completed so far in this financial year and we are on target to complete more than the target of 130 new affordable homes in 2017/18.

The main developments where we are expecting completions of affordable homes are

Greenfields' regeneration schemes in Kelvedon and Hatfield Peverel. In addition, Colne Housing's scheme at the former Crossman House site is due for completion before Christmas.

We are also expecting a few completions from the Bellway Housing schemes in Halstead (Central Piling) and Witham (Forest Road phase 1) and new homes are also being provided at The Crest development off Baker's Lane in Great Notley.

### **Homelessness**

The Government has now published a draft Code of Guidance for the new Homelessness Reduction Act, which will be implemented in April 2018. The publication gives additional impetus to preparations for the new Act. Officers are preparing a response to the consultation element of the draft Code.

Housing staff are currently working with our partners in the 'Gateway to Homechoice' lettings scheme to draft changes to our Allocations Policy, which will have to be adapted to reflect the measures in the new Act. In particular, we are likely to ask for member support to apply local connection criteria to applicants to our Housing Register. The changes are scheduled to be discussed at the Cabinet in February. Currently, most people living in the district are able to apply for social housing. It is likely that the Cabinet report will recommend that we only accept applications from people who have lived in the District for 2 years, have previously live here or have close family or work locally. There will be some exceptions, for example, for people fleeing domestic abuse or people who have served in the armed forces.

We met with our IT provider to discuss changes to the system to help us devise and communicate personal housing plans, which will form part of our responsibility to anyone who approaches us under threat of homelessness. We hope the revised IT system will be available in the New Year; we expect a prototype version to try in December. Obviously, this is a highly pressured time for the IT companies as they seek to make relevant changes to their systems and roll them out to all the LAs in the country.

We successfully bid to the Local Government Association (LGA) for funding of £14,000 to secure the help of a consultant, Gill Leng, to plan how we prepare for the new Act. Gill will be working with Housing staff to look at the best use of our resources to secure enough housing to meet our duties under the new Act. In particular, we will be considering how we can access the private rented sector in ways that are good value for the Council.

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

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

**Agenda No: 12d**

**Enterprise Centres**

The Council has now signed the build contract with Cadman for the four commercial grow-on units and car park at Springwood Drive. The contractor has advised that they will commence on site on 8<sup>th</sup> January 2018 with an anticipated completion of June 2018.

The Rural Business Hub in Sible Hedingham is due to be completed on 1<sup>st</sup> December 2017.

**Regeneration – Town Centres**

The vision for Braintree Town Centre has been the perfect platform for the Council to bring people together to form a Town Centre Partnership. The Partnership will allow us to move the town towards a stronger future with the community and it had its inaugural meeting in September 2017. The second meeting is in January 2018 which allows our partners time to focus on Christmas, before giving early consideration to goals for the town over 2018 and I look forward to reporting further on this as we move through the new year.

Layout plans for physical improvements to Halstead town centre have been completed and are currently with the Highways Authority for in principle approval, and we expect to be able to discuss these and the plans for Witham once the Authority has finished its round of internal consultation. As soon as we have approval we will be sharing details with local Members prior to further community engagement.

**Festival of Christmas**

Following the success of the School of Witchcraft and Wizardry Town Trail in the summer we launched a Reindeer Trail on Saturday 4<sup>th</sup> November 2017. The Trail has been an immediate success with 26 businesses displaying reindeer in their shops and 50 people having completed the Trail already.

The Braintree Town Centre Christmas Light Switch On will be held on Saturday 2<sup>nd</sup> December 2017 which will coincide with Small Business Saturday. A range of activities, including a Festive Market and entertainment have been planned to increase footfall into the town centre and provide a family fun event. Additional Festive Markets will be held every Saturday in December up to and including 23<sup>rd</sup> December 2017.

**Business Engagement**

The new look Economic Development email bulletin continues to be sent out monthly, providing information on Braintree District Council projects and signposting

opportunities for funding bids and consultations and updates from partner authorities such as Essex County Council. The mailing list now reaches over 3,000 people.

A new member of staff starts in the team at the end of November to take on the role of co-ordination of business engagement with the Council. A new programme of events will be planned and published to take place across 2018 to meet the needs of businesses and employees in the District.

I participated in a panel discussion around the future of Stansted Airport organised by Stansted Rotary Club at the end of October 2017. The panel included representatives from all levels of local government and the Transformation Director of Manchester Airports Group, Paul Willis, who gave a presentation on their Plans for Stansted Airport followed by a question and answer session. I would like to thank Halstead Rotary Club for organising this useful event.

### **Broadband**

As a first step to prepare for Phase 4, Superfast Essex recently completed a public consultation inviting feedback on the current availability of superfast broadband coverage in Essex. Based on the responses, the programme team is now updating its State Aid map, which will identify the areas eligible to be included in the Phase 4 rollout.

The decision to proceed with Phase 4 was approved by ECC's Cabinet on 19<sup>th</sup> September 2017. It is aiming to reach near 100% superfast broadband connectivity across Essex by 2021. Phase 4 is being split into two tranches: Phase 4a is subject to a procurement exercise which started in October 2017 and ends in January 2018 and Phase 4b will follow immediately after the Phase 4a contracts are awarded, with the invitation to Tender to be issued around April 2018. The administrative area of Braintree District is within the scope of Phase 4a.

### **Skills**

On 5<sup>th</sup> October 2017 the second Braintree District Education and Skills Board meeting was held. Officers updated attendees on the work that had happened since the first meeting in June 2017, which included STEM taster days and Braintree Careers Fair. Employers attending were pleased with the activities delivered so far and continue to commit their support to the group.

Officers are continuing to work closely with colleagues at Essex County Council to ensure there is no duplication of student engagement activities and provide a more streamlined approach to engaging with schools.

On Thursday 2<sup>nd</sup> October 2017 a partnership event with Essex County Council, Chelmsford Science and Engineering Society and Braintree District Council entitled My Smarter Braintree – Owning the Future was delivered to 70 students. At the event students and teachers were able to understand, explore and simulate how their requirements and preferences could influence the design of a "Future Braintree District" and directly link to many exciting infrastructure projects within the area. Feedback from students and teachers was very positive.

Officers have also held meetings with Stansted Airport College, due to open in

September 2018, which is the first of its kind in the country offering unique opportunities into the aviation sector. Given its proximity to the District it is important our students have a fair understanding and equal opportunity to find out and apply for new and exciting post-16 courses.

Halstead company Maycast Nokes have agreed to support Alec Hunter Academy as part of the Enterprise Advisor Network, a relationship brokered by our Officers. The Enterprise Advisor Network is part of the Careers and Enterprise Company which is funded by central government. The Network connects schools and colleges with employers and careers programme providers to work together to create meaningful encounters with the world of work for young people. This is a fantastic opportunity for students to work closely with a successful local company who recently won the National Apprenticeship Award for Medium Employer of the Year (East of England).

Councillor Tom Cunningham  
Cabinet Member for Economic Development

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

**Agenda No: 12e**

**LEGAL**

- Work continues to support North Essex Garden Communities Limited, working in partnership with colleagues in Colchester Borough Council, Tendring District and Essex County Council
- Continuing legal support with assistance from specialist legal resource to complete Transfer and Funding agreements to achieve a smooth transfer of staff and responsibilities of the Museum Service to Braintree District Museum Trust Ltd.
- Legal team has and will continue to have, a heavy work load due to the high activity levels within Business Development and Asset Management

**GOVERNANCE**

**Elections:**

- Notice of Election published for Witham Town Council By-Election - Witham (South Ward)
- Prepare to deliver Witham Town Council election 7 December
- Community Governance Review Committee 29 November

**BUSINESS SOLUTIONS**

**ICT and Digital.**

The Digital Strategy for 2017 to 2021 has been produced alongside the Digital Plan for 2018/2019 that defines the major projects to be delivered. This has been reviewed by management board and was presented to Cabinet on 27 November 2017. This strategy sets out our digital priorities over the next four years and the plan identifies how we will deliver these priorities each year.

**ASSET MANAGEMENT**

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

- **Causeway House Letting Vacant Space** ECC reduced the accommodation they occupy on the 2nd floor from 17,208 sq. ft. to 8,148 sq. ft. from the 14th June 2017. Asset Management engaged Joscelyne Chase to market the vacant 2nd floor accommodation and several new tenants are showing interest in the accomadation.
- **Premdor Business Hub( Osier House)** completed and handover of keys to BDC imminent , Marketing has started of the 8 Offices over two floors of modern accommodation in Sible Hedingham . This is the initial use of the new “Black and Gold” Branding for the BDC managed Developments and Marketing campaigns



## **COMMUNICATIONS AND MARKETING**

### **Communications and PR**

As a part of the Better at Business initiative across the authority, comms and marketing were targeted to increase their income generation through the sponsorship programme which officially commenced on 1<sup>st</sup> April 2017. Six months into the programme, the scheme has been implemented and is on track to meet achievable income targets. As per the original business case, the proposed sponsorship portfolio consists of roundabouts, car parks, refuse vehicles and advertising on the Livewell website.

The experience gained to date has shown that some of these items have been more successful than others, which in turn has had an impact on the achievement of predicted income targets.

- The refuse vehicles are proving difficult to sell and are not reaching predicted income targets.

- Roundabout sponsorship has proved a popular opportunity and is predicted to exceed income targets. Current income achieved totals (52% of targets)
- The advertising frames located within George Yard are still popular and are providing a good return.
- Advertising space was offered in this year's Contact resident's magazine. All available spaces were filled and an income of £2,400 received

### **Manor Street Exhibition**

The planning of the communications plan for this major development in Braintree Town Centre continues and as the scheme plans develops, the communications team are preparing internal and external commiunications.

### **HR AND ORGANISATIONAL DEVELOPMENT**

KPIs for the performance of the HR service are all Green and the key indicators indicate a healthy and motivated staff: low staff turnover %, low levels of sickness, % of staff with nil sickness is trending upwards, all Q2 key metrics indicating improvement over last year. Currently we have 17 Apprentices.

Councillor John McKee  
Cabinet Member for Corporate Services and Asset Management

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

**Agenda No: 12f**

**WATER**

The Council has provided a formal response to Defra to the consultation on the draft Private Water Supplies Regulations 2017.

**WASTE**

**Trial of kerbside textile recycling collections**

The Council is working in partnership with Essex Textiles Limited to trial a kerbside textile recycling collection service to approximately 8,000 households (excluding flats) in Halstead, Coggeshall and Feering. The Company is fully funding the cost of the trial and the Council is offering expertise in graphic design and marketing and communications to Essex Textiles at cost. Income from the sale of materials will be shared between the Council and Essex Textiles.

There is no obligation on residents to use the service and people can still donate their unwanted textiles to charity if preferred. However, we are keen to make recycling and re-use as convenient as possible and want to establish whether having kerbside textile collections would be a service valued by our residents.

The trial will commence in December and run until May 2018 and, if successful, could be rolled out across the District.

**Education & Promotion**

The Recycling Team is carrying out awareness events in areas where excess waste left by bins is an issue. So far, events have taken place in the Witham area and at George Yard, Braintree, with further events planned in Braintree, Halstead, Great Notley, Sible Hedingham and Kelvedon.

**STREET SCENE AND PARKS**

**Britain In Bloom**

I was delighted to hear that at the Royal Horticultural Society Britain in Bloom Awards held last month, Halstead received Gold and were joint winners in the Town Category along with Fores in Scotland. Congratulations to Halstead and the volunteers who work tirelessly to keep the town looking beautiful with their numerous floral displays.

I was also pleased to read that one the volunteers (Joan Gibson) received a Community Champion Award for her exceptional commitment and dedication to Halstead and making their campaign a success.

## **Essex Playing Fields Association**

The Vice-Chairman – Cllr Miss Vanessa Santomauro - Samir Pandya, Operations' Commercial & Business Support Manager and Andy Potter, Parks & Open Spaces Assistant, attended the Essex Playing Fields Association Annual General Meeting and Awards on 19 October 2017. I am pleased to report that the Council received 10 Gold, 15 Silver and 13 Merit Awards to reflect the overall quality and standards of managing and maintaining its various Parks and Playing Fields across the Braintree District.

### **Unauthorised Encampments**

Work has been completed on protecting 11 of the Council's green open spaces from unauthorised occupation. The sites are:-

Meadowside (Coldnailhurst Avenue), Braintree  
Riverside, Braintree  
Weavers Park, Braintree  
Glebe Avenue, Braintree  
Bramble Road, Witham  
Hadfield Drive, Black Notley  
Fisher Field, Braintree  
Godlings Way, Braintree  
Deanery Hill, Braintree  
Beckers Green (Lower King), Braintree  
Tortoiseshell Way, Braintree

This is part of a £100k programme of work over a two-year period. A further 7 locations will be protected in the next financial year from April 2018. At the current time, the planned sites are:-

Brise Close, Braintree  
Town End Field/Dengie Close, Witham  
Motts Lane, Witham  
Forest Road, Witham  
John Ray Gardens, Black Notley  
Chelmer Road, Braintree  
Tabor Avenue, Braintree  
Alan Road, Witham

### **Street Scene Enforcement**

Our Street Scene Enforcement Team was involved in the Essex-wide "Crime Not to Care" campaign led by Keep Britain Tidy. The aim of the campaign was to make people aware that if they gave waste to an unauthorised waste carrier and it was fly-tipped, they could face criminal charges. The campaign officially ran from 4 September for a six-week period, but BDC is continuing to promote the scheme in the Braintree District.

### **CAR PARKING**

(Phase 2 Redecoration at George Yard Multi-Storey Car Park, Braintree)

The final phase of redecoration works started on 2 October and involved repainting the walls and columns on the ground and first floors. This work is part of a three year (£255k) investment programme in our car parks. Other work has included resurfacing, relining and installation of new ticket machines at various cars park in Braintree and Witham.

## **CUSTOMER SATISFACTION**

Customer satisfaction with some of the Council's front line services continues to be very high. Recent surveys included Grave Maintenance (overall satisfaction 90%), Sports Bookings (overall satisfaction 100%) and our Refuse and Recycling Crews (overall satisfaction 95.5%).

## **COMBINED PARKS AND LANDSCAPES PROJECT**

### **Memorial Events**

A WW1 Commemoration took place at the Hoppit Mead Nature Reserve on 4<sup>th</sup> November. Father Tim Barnes led the unveiling of the poppy memorial bench and commemoration, which was attended by the Braintree and Bocking Branch of the Royal British Legion, the Chairman of the Council, Braintree District Councillors and members of the volunteer Friends of Hoppit Mead Local Nature Reserve.



Despite the pouring rain, which somehow seemed appropriate, this was a very moving service and a beautiful memorial for those who fought for our Country.

As is normal at this time of year, the various memorials in our public open spaces were inspected and cleaned/tidied up as necessary in preparation for Remembrance Sunday events.

## **LANDSCAPES AND COUNTRYSIDE**

### **Tree Wardens**

BDC was one of the first organisations to sign up to the Tree Warden Scheme founded by The Tree Council and now has a network of over 70 Tree Wardens across the District. They collect information about local trees and local practical projects related to trees and woods. To celebrate 25 years of membership and to thank the volunteers, tree planting will take place on 30<sup>th</sup> November in the Hoppit Mead Nature Reserve.

## **COMMUNITY SAFETY**

### **Galleys Corner Hidden Harm project (Spot It, Stop It)**

Joint training with Essex Police has been given to over 70 staff from McDonalds, Pizza Hut, Cineworld and Freeport Management/Security. The training raised awareness of child exploitation, the signs to look out for and how to report any concerns. A logo has been designed along with an information leaflet for staff and a set of standards for the

businesses to display enabling customers to be aware of their social responsibility. Further training will be delivered to the remaining establishments including the hotels within the vicinity.

### **Transport Project**

We are also working on a pilot project with Essex Safeguarding Children's Board (Child Sexual Exploitation Lead) to train British Transport Police and train transport providers to become CSE advisors within their area of work. We are also looking at holding two weeks of action where outreach staff will target all of the District's railway stations with the aim of raising awareness to the general public and speaking with young people about exploitation.

### **Domestic Abuse Awareness Week – 20<sup>th</sup> November**

Safer Places, the charity that provide services to victims of Domestic Abuse across the District, have identified cyber and digital stalking as an emerging issue, particularly amongst 16 – 19 year olds. They attended assemblies in three of the Districts 6<sup>th</sup> forms as part of this campaign.

The Community Safety Partnership will also be holding a professionals conference to raise awareness of this subject.

### **Gangs Booklet**

Following on from the successful work delivered in all of our secondary schools by the St Giles Trust around gangs and knife crime, which included parents and carers sessions, an information booklet has been developed to advise parents, carers, teachers, peers and other professionals about the grooming process, potential changes in behaviour, the attraction to gangs and the support available. This will be distributed to all secondary school pupils across the District.

Cllr Wendy Schmitt  
Cabinet Member – Environment and Place

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**GP Training Facilities, School of Medicine Anglia Ruskin University**

Anglia Ruskin University, in collaboration with healthcare partners, is opening Essex's first undergraduate School of Medicine. The General Medical Council (GMC) has accepted the medical education programme onto its rigorous quality assurance programme, meaning the Essex University will soon have official School of Medicine status.

Last year it was announced that the Government would fund an additional 1,500 training places through medical schools each year. Our region has particular issues around primary care; with an ageing GP workforce we are therefore facing a GP recruitment issue. Therefore, the University are bidding for a number of these training places and, if successful, the first students will start their degree in September 2018. The aspiration is to recruit a significant number of students from the East of England.

**Livewell Child Update**

All Members have received a copy of the latest Livewell Bulletin on the latest Health & Wellbeing initiatives that have taken place across the District. The whole back page was dedicated to the latest developments in the three year pilot project to combat childhood obesity in 10 primary schools in our District. The Livewell project, after Christmas, will enter in to its second year and there are a whole host of new interventions that have been designed to try and halt obesity in the pilot schools.

**Health & Wellbeing Across Essex**

The Essex Local Authorities Public Health Network was established last year to provide a collective approach amongst District Councils, the County and the NHS to secure improvement in public health across Essex. The idea was to develop local solutions and upscale any good practice amongst all Essex Authorities.

The network is made up from two groups; an Officer Group who support a Strategic Member Group which consists of all the Chairs of the local Health and Wellbeing Panels across Essex.

Key areas which the network is progressing and what we will be looking to achieve next year includes:-

*A Local Health & Wellbeing Strategy* – Each local authority will produce its own Health & wellbeing Strategy with a focus on key priorities for its area. These local strategies will form part of the wider Essex Joint Health and Wellbeing Strategy from 2018 which feed in to the Essex Health & Wellbeing Board.

*The Livewell Information, Advice & Guidance (IAG) Platform* – developing the success of our own Livewell website, the whole of Essex is in the process of adopting the Livewell Brand and sharing the same Livewell website. The Council hosts the Livewell website for the whole of Essex.

#### *Next Steps for the Network*

The Essex Local Authority Public Health Network is developing and is keen to drive improvements in a number of key priority areas including:-

1. Reduction in people who are inactive
2. Development of community-led initiatives to tackle obesity
3. Expansion of third sector/community led cycling initiatives
4. Planning engagement in infrastructure development around walking/ cycling & location of fast food outlets

I will continue to update Members on the success of these initiatives.

#### **Active Braintree Sports Awards 2017**

Braintree District's finest sporting talents were celebrated on Monday 13<sup>th</sup> November 2017 at the fourth Active Braintree Sports Awards.

The annual awards, held at The College at Braintree, recognise the achievements of individuals, clubs and volunteers to sport and those in the community who make a difference in sport and physical activity as well as encouraging others.

115 nominations were submitted this year which is a testament to the efforts of local people taking part in and promoting sport. The Chairman of the Council opened the evening presenting the first award and my deputy, Cllr Frankie Ricci closed the evening with a speech outlining the many sporting achievements and initiatives across the District.

Winners on the night were as follows:-

Sports Personality of the Year - Todd Clements (Braintree Golf Club)

Young Sports Personality of the Year - Freia Challis (Braintree BMX Club)

Physical activity project of the year/changing lives around physical activity - Braintree Easy Riders

Services to Disability Sport - Jake Turner (Sport for Confidence)

Unsung Hero (Volunteer) - Dawn Milson (Braintree Swimming Club)

Young Community Volunteer - Summer and Lucia Roberts (Great Notley Parkrun)

Community Club of the Year - Braintree Hockey Club

Coach of the Year - Ash Baker (First Service Tennis Academy)

School or College of the Year - St. Andrews (Great Yeldham)

Life Time Services Award - Eddie Hawkins (Braintree District Athletics Club)

## **Active Essex Sports Awards 2017**

Todd Clements and Eddie Hawkins, St. Andrews Primary School and Valerie Elliott have been shortlisted for the Active Essex Sports Awards, along with Braintree District Council's own staff team of "Livewell Champions" who have been shortlisted in the Active Workplace of the year award. The "Livewell Champions" are made up of volunteer staff working in the Council who instigate initiatives to keep our workforces active and healthy.

## **Town Hall Community Price Weddings**

In 2015 Essex County Council closed many of its dedicated wedding ceremony rooms. ECC approached the Council to see if the Council was prepared to take on the function of providing "registry office" style weddings for our residents. The Council agreed to provide the Braintree Town Hall Centre as a venue to ensure that residents still had the option to have low-cost non-statutory ceremonies.

Community Price weddings for this year have already exceeded target with 98 ceremonies either completed or booked before April 2018, a 40% increase on last year. The investment in the fabric of the Town Hall has successfully turned this location into a much valued venue for weddings in the District.

## **Dementia Friends Walks**

In a partnership between Dementia Action Alliance, Active Braintree, the Town Hall Centre and Fusion Lifestyle, "dementia friendly walks" now take place in Witham, Halstead and Braintree on the first week of every month. A 30-45 minute led walk is offered to give both the dementia patient and their carer a chance to stretch their legs and have a chat with others while walking. Walks conclude at a set venue with a cup of tea and biscuit.

## **Faith Covenant**

On Saturday 12<sup>th</sup> October 2017, I attended the launch of the Essex Faith Covenant in Colchester. The Faith Covenant is a joint commitment between faith communities and public services to strengthen community cohesion. Faith groups and community leaders celebrated the launch and pledged to join forces to tackle the county's biggest social issues. The first priority to work on together will be tackling loneliness, isolation and disadvantaged. The Braintree District is one of four pilot council areas along with Basildon DC, Chelmsford CC and Colchester BC.

This is a You Tube video link which explains more:-

<https://www.youtube.com/watch?v=RrVYj-Q5ly0&t=6s>

## **Talk, Listen, Care**

Together with the Chairman of the Council I attended the launch of Talk, Listen, Care, a new, non-profit organisation which has recently become a registered charity providing a mental health service to children, adults and families. The Organisation aims to raise awareness of the importance of early intervention and will provide counselling and well-being services to meet the needs of the people within our

communities. I have no doubt that this will be an invaluable and busy service.

### **Live Well, Stay Safe**

Following the success of the Livewell, Keep Safe events that have taken place in Braintree (March) and Witham (October) this year, a further event has been planned for Halstead on Thursday 8<sup>th</sup> March 2018.

The events aim to provide an opportunity for those who may be at risk of loneliness or social isolation to meet with partners from different agencies and services. These hard to reach individuals are referred to us from partner agencies, visiting officers from the District Council, District Councillors and Parish Councils.

We aim to have between 50 – 60 people in attendance all of whom are provided with lunch and take part in a seated exercise and seated dance session. Partners who attend share key messages during short speed dating sessions include:-

- CCG – GP in attendance to talk about a key message (e.g. flu jabs, winter warmth, pharmacy first, falls prevention etc.)
- Greenfields – deliver and promote seated exercise
- Age UK
- Crimestoppers
- Action for Family Carers
- Essex Fire & Rescue
- Energy Management (BDC)
- Connect Well
- Essex Police
- Citizens Advice Bureau
- Community Agents
- Essex Libraries
- Community 360

We also enlist the help of a local nursery/primary school in each area who get involved to promote community links and intergenerational interaction. Pelican Place Nursery was involved in the Witham event and Richard de Clare primary school will be participating in the Halstead event.

### **Social Isolation/Loneliness**

The Council is working with organisations such as Health & Well-Being, Essex County Council, Community 360 and the Young Foundation to work on a research project to understand and address social isolation and loneliness. The pilot area selected is the St Andrews Ward in Halstead and the research aims to:-

- Increase understanding of social networks & social isolation in the community.
- Identification of key people and networks that have an interest in local social networks and/or social capital/cohesion and work with them to explore ideas or opportunities for action.
- Provide connections/collaborations between a range of stakeholders who can help to enable and support the development and on-going sustainability of specific ideas and actions, led by members of the community.

A project plan is currently being developed and Members will be kept updated as to the progress and outcome of the pilot project.

### **Councillor's Community Grants Scheme**

To date the grant scheme has funded 66 projects. These have included the development of community orchard, under 12's rugby kit, mosque open day and improvements to lighting outside a village hall.

### **Home First**

The CCG is looking for new ways to free beds in the Braintree Community Hospital to enable more surgical procedures to take place. Options being considered include providing increased home care to enable long-term patients to be treated outside of hospital.

Councillor Peter Tattersley  
Cabinet Member for Health and Communities

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<b>List of Public Meetings Held Since Last Council Meeting</b>	<b>Agenda No: 13</b>
<p><b>Portfolio:</b> Not applicable  <b>Corporate Outcome:</b> Not applicable  <b>Report presented by:</b> Not applicable  <b>Report prepared by:</b> Chloe Glock, Governance Business Officer</p>	
<b>Background Papers:</b>	<b>Public Report</b>
Published Minutes of the meetings listed within the report below.	<b>Key Decision: No</b>
<p><b>Executive Summary:</b></p> <p>Since the last Council meeting held on 9th October 2017, 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> – 10<sup>th</sup> October 2017</li> <li>(2) <a href="#">Planning Committee</a> – 24<sup>th</sup> October 2017</li> <li>(3) <a href="#">Local Plan Sub-Committee</a> – 6<sup>th</sup> November 2017</li> <li>(4) <a href="#">Licensing Committee</a> – 15<sup>th</sup> November 2017</li> <li>(5) *<a href="#">Overview and Scrutiny Committee</a> – 22<sup>nd</sup> November 2017</li> <li>(6) *<a href="#">Cabinet</a> – 27<sup>th</sup> November 2017</li> <li>(7) *<a href="#">Planning Committee</a> – 28<sup>th</sup> November 2017</li> <li>(8) *<a href="#">Community Governance Review Committee</a> – 29<sup>th</sup> November 2017</li> </ul>	
<p><b>Recommended Decision:</b></p> <p>Members are invited to note the Minutes published.</p>	
<p><b>Purpose of Decision:</b></p> <p>Not applicable.</p>	

\*Those minutes identified by the prefix \* were not available at the time of publishing the Agenda, but are intended to be available to view on the Council's website prior to meeting.

**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
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<b>Formation of Appointment Committee</b>		<b>Agenda No: 14</b>
<b>Portfolio</b> Overall Corporate Strategy and Direction		
<b>Corporate Outcome:</b> A high performing organisation that delivers excellent and value for money services		
<b>Report presented by:</b> Councillor Graham Butland, Leader of the Council		
<b>Report prepared by:</b> Ian Hunt, Head of Governance and Helen Krischock, HR and OD Manager		
<b>Background Papers:</b>		<b>Public Report</b>
None		<b>Key Decision: No</b>
<b>Executive Summary:</b>		
<p>Following the appointment of the Acting Chief Executive the Leader of the Council has been in discussion with Group Leaders as well as officers to consider the process for the appointment of a permanent Chief Executive to fulfil the statutory role of Head of Paid Service.</p> <p>Further to agreement on a cross party basis it is proposed to commence an internal recruitment process during January 2018.</p> <p>The appointment of a Chief Executive is a function of Council, accordingly Members are asked to approve a cross party Appointment Committee of 7 Members (as set out in the resolution below) to formally manage the recruitment process and to make recommendations to Council. The Committee will be supported both by officers of the Council and with independent advice from Michelle Kirk Director, East of England Local Government Association.</p> <p>The Committee will report to Council on the 19<sup>th</sup> February 2018, with either a recommendation for appointment or proposals for the continuation of the process.</p>		
<b>Recommended Decision:</b>		
<ol style="list-style-type: none"> <li>1. To establish an Appointment Committee of 7 Members to manage the recruitment process for a permanent Chief Executive and Head of Paid Service on behalf of Council.</li> <li>2. To appoint Councillors G Butland (Chairman), J Abbott, P Barlow, D Bebb, J McKee, Mrs J Pell and Mrs W Schmitt and not to apply political proportionality to the Committee.</li> <li>3. That the Appointment Committee report to Council on the 19<sup>th</sup> February 2018.</li> </ol>		

<p><b>Purpose of Decision:</b></p> <p>To facilitate the appointment of a permanent Chief Executive.</p>
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**Any Corporate implications in relation to the following should be explained in detail.**

<b>Financial:</b>	The appointment can be met from within existing budgets.
<b>Legal:</b>	The statutory officer appointments are reserved to Full Council in accordance with Article 4 of the Constitution. The appointment of a permanent post holder must be undertaken in accordance with the Constitution and the Local Authorities (Standing Orders) (England) Regulations 2001.
<b>Safeguarding:</b>	There are no direct implications from this report.
<b>Equalities/Diversity:</b>	The appointment process will consider all relevant equality and diversity matters to ensure that the Council complies with its duties.
<b>Customer Impact:</b>	The appointment will ensure the continued progress and growth of the organisation.
<b>Environment and Climate Change:</b>	There are no direct implications from this report.
<b>Consultation/Community Engagement:</b>	The Committee will ensure that the process is conducted in such a way as to reflect the need for the appointed person to be engaged with the community. All Councillors will be asked to consider the appointment of the recommended candidate as a final decision maker.
<b>Risks:</b>	Failure to make permanent arrangements would leave the Council exposed to not being able to make effective and timely decisions, or having the management structure in place to deliver services.

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