

# Minutes

## Cabinet

18<sup>th</sup> July 2011



These minutes principally record decisions taken and, where appropriate, the reasons for the decisions. An audio recording of the meeting is available from Member Services.

Present:

Cabinet Members	Portfolio	Present
Councillor G Butland	Leader of the Council	Yes
Councillor C Siddall	Deputy Leader, Efficiency and Resources	Yes
Councillor Mrs J C Beavis	Communities	Yes
Councillor Lady P Newton	Enterprise, Housing and Development	Yes
Councillor Mrs W Schmitt	Environment	Apologies

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

The following Councillors were also present as invitees of the Leader: Councillors Abbott, Leader of the Green Group, Barlow, Leader of the Labour Group, and Ramage, Vice Chairman of the Overview and Scrutiny Committee.

Apologies were also received from Councillor Dr Evans, Chairman of the Overview and Scrutiny Committee.

The following Councillors were also in attendance: Councillors Mann, Horner, Pell (until end of item 8a and Elliott (until end of item 8a).

### 15. DECLARATIONS OF INTEREST

**INFORMATION:** The following interests were declared:

- Councillor Pell declared a personal interest in item 8a, New Halstead Community Centre and Update on other Community Halls as a member of Halstead Town Council.
- Councillor Barlow declared a personal interest in item 8a, New Halstead Community Centre and Update on other Community Halls as a Trustee of Witham, Braintree and Halstead Citizens Advice Bureau (CAB) in relation to a

question he raised on CAB use of community halls.

In accordance with the Code of Conduct, all Members remained in the meeting for all the items, unless stated otherwise, and took part in the debate and decision thereon.

16. **QUESTION TIME**

**INFORMATION:** There were no statements made or questions asked.

17. **MINUTES**

**DECISION:** That subject to including Councillor Baugh as also being in attendance until the end of agenda item 5a, the minutes of the meeting of the Cabinet held on 9<sup>th</sup> June 2011 be approved as a correct record and signed by the Leader.

18. **LEADER UPDATE**

**INFORMATION:** The Leader provided the following update on key issues and activities:

**Shared Management Arrangements with Colchester Borough Council**

Over 80 members of the two authorities had attended a joint meeting at Marks Tey. There are significant areas of agreement but also a significant difference on how the end point might be reached. Members will now go back to their respective Council and political groups to consider how each Council should proceed. Feedback would be given to each Council Leader in order that the Leaders could meet, hopefully before the end of July, to determine how arrangements may or may not be taken forward.

**Local Government Pension Scheme (LGPS).**

It is the view of the East of England Local Government Employers Panel that the only increases necessary to employees' contributions to the LGPS are to cover longevity. Actuaries working with the Panel have estimated that increases of between 1 and 1.5% are necessary. In addition, those increases should be phased in over a period of not less than 3 years and only after the workforce had received national pay awards. The Leader believed it was important for the public to realise that the LGPS is a fully funded scheme. The Panel's view will be fed into national discussions. The Leader advised that he will keep members informed on how matters proceed.

**Local Government Boundary Commission**

In response to proposals put forward by the Council to reduce the number of ward members from 60 to 40 as part of its proposed budget saving measures, the Local Government Boundary Commission has indicated that it will include Braintree in the forthcoming programme of electoral reviews. The review is due to begin in early 2013 and be concluded in spring 2014. Any changes would be implemented in time for elections in 2015.

**Polling Districts and Polling Places Review**

Members were encouraged to put forward any proposals as part of the review. The results of the review will be considered by the Local Government Reform Sub-Group.

### **National Grid Consultation Bramford to Twinstead Power Line**

Considerable concern had been expressed by residents living in the area about the impact of proposed overhead power lines on the countryside. Cabinet had previously expressed opposition to the potential significant spoiling of the countryside and that should the power line go ahead, that as much possible, if not all of the line, should be underground. It was agreed that the Leader would convey the case again as part of the current consultation.

### **Proposed Closure of Halstead Post Office Distribution Centre**

Councillors Allen, Kirby and Sutton had notified the Leader of the proposed closure. It was agreed that the Leader would write to Royal Mail expressing concern at the potential loss of jobs within the town and the disadvantage to residents and businesses in the area having to travel greater distances to collect mail not delivered.

### **Witham Amenity Site**

It was agreed that the Council would write to Essex County Council advising that Braintree District Council would like to see the details, including the evidence for the proposed changes to site, in order to make a considered response to the proposals for changes to opening hours.

### **Halstead in Bloom**

The Leader had received an email from Halstead in Bloom organisers thanking the Council's Clean Team and Grounds Maintenance Team for their support. Those involved in Halstead in Bloom had found the teams to be extremely helpful and wished to pass on their thanks.

## **19. STATEMENT OF ACCOUNTS**

**DECISION:** That the Council's financial position as detailed in the Statement of Accounts for 2010/11 be received and noted.

**REASON FOR DECISION:** To receive the Council's Statement of Accounts which are to be subject to external audit scrutiny and available for public inspection.

## **20. CAUSEWAY HOUSE SOLAR PHOTOVOLTAIC PANELS PROJECT**

### **DECISION:**

1. That the updated position for a solar panel installation to produce green energy as part of the wider Causeway House refurbishment project be supported.
2. That capital funds of up to £50k be approved with delegated authority given to the Corporate Director to agree and secure the most cost effective approach.

**REASON FOR DECISION:** To seek Member approval for delegated authority to select an option for funding of the scheme, selection of an installer and to enter into final terms of contract.

21. **\*\*NEW HALSTEAD COMMUNITY CENTRE AND UPDATE ON OTHER COMMUNITY HALLS**

**DECISION:**

Minutes Published: 29 July 2011 Call-in Expires: 8 August 2011
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1. That £150,000 from the provision of £800,000 that has been set aside in the capital resources for refurbishments at Ramsey College be approved to enable the users of the Halstead Senior Citizens Centre to relocate and that delegated authority be given to the Corporate Director, in consultation with the Cabinet Member for Communities, to agree the final works and spend.
2. That a capital bid of £88,500 for improvements to the heating and refurbishments to the kitchen at Silver End Village Hall be approved.
3. That delegated authority be given to the Corporate Director in consultation with the Cabinet Member for Communities to agree the final heads of terms for the leases to transfer the management of the Braintree and Bocking Institute and Witham Public Hall to local Trusts.
4. That the progress of the community halls programme of transfers be noted.

**REASON FOR DECISION:** To enable officers to progress and conclude the community halls programme.

22. **NEW VOLUNTEER POLICY**

**DECISION:** That the new Volunteer Policy be approved.

**REASON FOR DECISION:** To ensure that volunteers working on behalf of the Council understand their rights and responsibilities. To ensure that the Council understands its obligations towards its volunteers and that they are treated in a fair and consistent manner.

23. **TOWN CENTRE ENHANCEMENTS – DELIVERY PARTNERSHIPS**

**DECISION:** That the formation of a 'Braintree Town Centre Delivery Partnership' with the Braintree Business Improvement District Committee to deliver town centre enhancements be approved.

**REASON FOR DECISION:** To establish a partnership to deliver improvements and enhancements in Braintree town centre.

24. **EXTENSION TO ENTERPRISE CENTRE, SPRINGWOOD DRIVE, BRAINTREE**

**DECISION:**

1. That the expansion of the existing Enterprise Centre at Springwood Drive, Braintree, be approved in principle.
2. That expenditure of £50,000 of Growth Area Funding to appoint consultants to produce a cost analysis/delivery report for the scheme and a planning application

for the vacant site be approved.

**REASON FOR DECISION:** To enable work to progress on the extension project through the appointment of consultants.

25. **SECTION 106 MONITORING FEES**

**DECISION:** That the introduction of a Basic and Enhanced monitoring fee structure as set out in the report (Option 1) be approved.

**REASON FOR DECISION:** To introduce a fee system that reflects the cost of officer time to appropriately record and monitor legal agreements to ensure developers and other parties comply with planning obligations.

26. **\*\*MAYLAND HOUSE, WITHAM**

**DECISION:**

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1. That additional revenue funding of £130,000 for Mayland House be approved to enable the Council to fund its running costs during 2011/12.
2. That the letting of half a floor of Mayland House to Tenant A (on the terms set out within Appendix 2 – Private Session (pages P1 to P3)) and half a floor to Tenant B on similar terms to be agreed or such other terms as agreed by the Head of Asset Management in consultation with the Cabinet Member for Enterprise, Housing and Development be approved.
3. That the Head of Asset Management in consultation with the Cabinet Member for Enterprise, Housing and Development and the Corporate Director Financial Services are given delegated authority to agree subsequent lettings in Mayland House where the rental sum exceeds £50,000 (the current permitted level of delegation).

**REASON FOR DECISION:** To enable the Council to meet its costs for Mayland House while space is let to enable a positive cash flow position to be reached.

27. **CABINET MEMBERS' UPDATES**

There were no updates from Cabinet Members.

28. **REPORTS/DELEGATED DECISIONS/ MINUTES TO BE NOTED**

**DECISION:** That a delegated decision contained in the report be noted.

The meeting commenced at 7.15pm and closed at 9.03pm.

G BUTLAND  
(Leader)