

Minutes

Cabinet

14th May 2018



These minutes principally record decisions taken and, where appropriate, the reasons for the decisions. A webcast of the meeting is available at www.braintree.gov.uk.

Present:

Portfolio	Cabinet Member	Present
Leader of the Council	Councillor G Butland	Yes
Deputy Leader of the Council Environment and Place	Councillor Mrs W Schmitt	Yes
	Councillor R van Dulken	Yes
Planning and Housing	Councillor Mrs L Bowers-Flint	Yes
	Councillor Mrs G Spray	Yes
Economic Development	Councillor T Cunningham	Yes
	Councillor K Bowers	Yes
Health and Communities	Councillor P Tattersley	Yes
	Councillor F Ricci	Yes
Finance and Performance	Councillor D Bebb	Yes
Corporate Services and Asset Management	Councillor J McKee	Yes

Also present as invitees of the Leader:

Councillor Mrs Pell, Leader of Halstead Residents Association

Councillor Mann, Representative of the Labour Group

Councillor Barlow, Chairman of the Overview and Scrutiny Committee

Councillors Coleridge, Schwier and Miss Thorogood were also in attendance.

1 **DECLARATIONS OF INTEREST**

INFORMATION: The following interests were declared;

Councillor Mrs J Pell declared a Non-Pecuniary Interest in Agenda Items 6a and 15a – ‘Braintree Town Centre Regeneration Scheme Development and Financial Update and Proposals’ as the Chairman of the Halstead Hospital League of Friends.

Councillor Mann declared a Non-Pecuniary Interest in Agenda Items 6a and 15a – ‘Braintree Town Centre Regeneration Scheme Development and Financial Update and Proposals’ as the Vice-Chairman of the Friends of Braintree Community Hospital.

2 **MINUTES**

DECISION: That the Minutes of the meeting of the Cabinet held on 12th March 2018 be approved as a correct record and signed by the Chairman.

3 **QUESTION TIME**

INFORMATION: There was one statement made. Details of the person who spoke at the meeting are contained in the Appendix to these Minutes.

4 **LEADER'S UPDATE**

The Leader had no updates to make.

5 **BRAINTREE TOWN CENTRE REGENERATION SCHEME DEVELOPMENT AND FINANCIAL UPDATE AND PROPOSALS**

Minutes Published: 22nd May 2018 Call-in Expires: 31st May 2018
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INFORMATION: Members were reminded that this Item was linked to Item 15a in the Private Session of the Agenda, and that if any Member wished to refer to the private information contained within the report for that Item, it would be necessary for the meeting to be moved into Private Session.

DECISION: That, under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting if it is necessary to discuss Item 15a of the Agenda and from the Private Report, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 2 of Schedule 12 of the Act.

Both Agenda Items were taken together to enable consideration of all issues. It was not necessary for the meeting to be moved into Private Session.

INFORMATION: Members considered a report which set out the extensive work undertaken by the Council in bringing forward the key Braintree Town Centre site at Manor Street and followed the approval in July 2016 for the Council to terminate the Contract with Henry Boot and take on direct delivery of this key site.

A commercial assessment and review of the opportunity was undertaken and a revised Scheme was developed consisting of a healthcare facility, pharmacy, residential, hotel, bus interchange and a café/restaurant.

The new proposals for the site took into account the local market, the Council's ambition for Braintree Town Centre and other stakeholders' requirements. Critically, the proposals supported the delivery of the Council's 'Plan for Growth' and 'Braintree Town Centre Vision'. The Scheme design and proposed uses had been developed to align closely with the Council's current Corporate Strategy and the individual objectives contained therein.

Members received a presentation from Jon Hayden – Corporate Director Braintree District Council, Andrew Hull - Interim Head of Projects Sustainable Development

Braintree District Council, Caroline Russell – Accountable Officer Mid Essex Clinical Commissioning Group, Peter Tanner – RPS Planning and Development, Adam Firth – Project Director AHR Global Architects and Michael Morter – Associate Potter Raper Partnership.

The presentation slides can be viewed at:

<http://braintree.cmis.uk.com/braintree/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/691/Committee/3/Default.aspx>

In response to questions raised by Members the following information was provided:

- In respect of the redesign of the bus park to a bus interchange, this was to facilitate an increase in parking capacity from 5 bus spaces to 11. It was recognised that there would not be a significant reduction in the overall size of the interchange and this would enable a more efficient use of space to allow for a greater number of bus stands.
- Concerns had been raised with regard to the risk of collisions with vehicles and pedestrians as a result of the new proposed reverse system that would be introduced for buses. Members were reassured that this system, referred to as Drive In Reverse Out (DIRO), was a commonly used modern system at bus interchanges and was used in a variety of settings especially in urban areas. It was emphasised that the safety of users and pedestrians was of paramount importance. It was also reported that the technology around road markings and the segregation between people and vehicles would be carefully designed. There was also an industry standard code of conduct for operators who were using this type of arrangement and it was expected that Essex passenger transport and bus operators would be signed up and operating in accordance with the code of conduct.
- The roof clearance for vehicles on the upper level of the car park was 3.5 metres, which was more than adequate for most types of vans including larger vans and vehicles, however the Council would be looking for a more appropriate option for more commercial vehicles, in particular for market traders, for the duration of the build and also in the longer term.
- In terms of the pharmacy, it was confirmed that it was a local operator that the Council were close to agreeing terms with. It was also confirmed that there were limited licenses available in any area and the discussions being held were with an existing licence holder. It was reported that should the deal be agreed, it was too early to say whether this would be in addition to their existing provision or to replace it.
- The new surgery was being branded as a health care facility. There was capacity within the new facility to ensure that there was a far wider range of health services and ancillary health services available to the public. It was emphasised that the new facility would be much more than anything that was currently on offer in Braintree.
- It was confirmed that the Braintree health care facility would be exclusive for Braintree and would not affect health care facilities in other areas.

- It was recognised that access to toilet facilities for the public was very important and with appropriate arrangements in place, there would be sufficient toilet facilities within close proximity to the development.
- It was confirmed that with regards to the reversing of buses at the interchange, this would take place within the bus interchange and buses would not be reversing in to main streets.

DECISION (PUBLIC REPORT): That Cabinet approved:

1. The principle of the proposed development as set out in the report, and approval for the implementation of the proposed development.
2. The following delegations to the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Economic Development and the Cabinet Member or Asset Management to:
 - 2.1 Approve the submission of a full planning application, provided that the terms set out in the report particularly regarding design having been agreed with Mid Essex Clinical Commissioning Group and/or NHS England, and hotel operator;
 - 2.2 Approve the commencement of a tender process for construction contracts subject to the planning application being submitted and validated by the planning authority;
 - 2.3 Approve the acceptance of relevant contracts for the construction of the projects provided that: there are completed legal agreements in place for the healthcare facility and hotel operator;
 - 2.4 Approve final terms for leases and associated agreements of the spaces within the development in line with the terms set out in this report subject to the financial constraints set out in these recommendations and satisfactory credit checks on the proposed leaseholder;
 - 2.5 Approve supplementary legal agreements relating to land, access and the management of third party interests in the site within the budget for the project;
 - 2.6 Approve the formation of legal structures including corporate entities to ensure that there is appropriate risk management between commercial residential and public elements of the scheme, provided that ownership and control of the site remains vested in the Council;
 - 2.7 Approve entering into necessary service contracts for ongoing maintenance and management of the site within the budget for the project;
 - 2.8 Approve a disposal scheme for the disposal of the housing units subject to this being within the scheme viability parameters, and to enter into relevant contracts, leases and transfers in accordance with that scheme.

3. That Cabinet approve the proposal for Braintree District Council to fund and deliver the Braintree Town Centre Regeneration Scheme, together with the recommendation to Council to approve a capital budget set out in the Private report for all professional, construction and associated scheme development costs, including capitalised interest.
4. Delegation to the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Asset Management, Cabinet Member for Finance and Performance and the Corporate Director (Finance) to approve revised scheme costs with the ability to vary costs based on a 5.00% variation to the total scheme costs set out in the Private report.

That Cabinet recommended to Council:

5. That Council notes the principles of the decisions of Cabinet and approves a capital budget set out in the Private report for all professional, construction and associated scheme development costs, including capitalized interest with the ability to vary the budget by up to 5.00% if a decision is made under decision 4 above.
6. The use of the sums set out in the Private report from the District Investment Strategy reserve in addition to the £3 million already approved.
7. The approval to the required borrowing as detailed in the set out in the accompanying Private report (Section 5.4), in addition to the £8.555 million borrowing already approved.

REASON FOR DECISION: To agree the development delivery proposals and financial arrangements for the Braintree Town Centre Regeneration Scheme to enable this project to move forward.

DECISION (PRIVATE REPORT): That Cabinet approved:

8. The principle of the proposed development as set out in the report, and approval for the implementation of the proposed development.
9. The following delegations to the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Economic Development and the Cabinet Member or Asset Management to:
 - 2.1 Approve the submission of a full planning application, provided that the terms set out in the report particularly regarding design having been agreed with Mid Essex Clinical Commissioning Group and/or NHS England, and hotel operator;
 - 2.2 Approve the commencement of a tender process for construction contracts subject to the planning application being submitted and validated by the planning authority;
 - 2.3 Approve the acceptance of relevant contracts for the construction of the projects provided that: there are completed legal agreements in place for the healthcare facility and hotel operator;

- 2.4 Approve final terms for leases and associated agreements of the spaces within the development in line with the terms set out in this report subject to the financial constraints set out in these recommendations and satisfactory credit checks on the proposed leaseholder;
 - 2.5 Approve supplementary legal agreements relating to land, access and the management of third party interests in the site within the budget for the project;
 - 2.6 Approve the formation of legal structures including corporate entities to ensure that there is appropriate risk management between commercial residential and public elements of the scheme, provided that ownership and control of the site remains vested in the Council;
 - 2.7 Approve entering into necessary service contracts for ongoing maintenance and management of the site within the budget for the project;
 - 2.8 Approve a disposal scheme for the disposal of the housing units subject to this being within the scheme viability parameters, and to enter into relevant contracts, leases and transfers in accordance with that scheme.
10. That Cabinet approve the proposal for Braintree District Council to fund and deliver the Braintree Town Centre Regeneration Scheme, together with the recommendation to Council to approve a capital budget set out in the Private report for all professional, construction and associated scheme development costs, including capitalised interest.
11. Delegation to the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Asset Management, Cabinet Member for Finance and Performance and the Corporate Director (Finance) to approve revised scheme costs with the ability to vary costs based on a 5.00% variation to the total scheme costs set out in the Private report.

That Cabinet recommended to Council:

12. That Council notes the principles of the decisions of Cabinet and approves a capital budget set out in the Private report for all professional, construction and associated scheme development costs, including capitalized interest with the ability to vary the budget by up to 5.00% if a decision is made under decision 4 above.
13. The use of the sums set out in the Private report from the District Investment Strategy reserve in addition to the £3 million already approved.
14. The approval to the required borrowing as detailed in the set out in the accompanying Private report (Section 5.4), in addition to the £8.555 million borrowing already approved.

REASON FOR DECISION: To agree the development delivery proposals and financial arrangements for the Braintree Town Centre Regeneration Scheme to enable this project to move forward.

Minutes Published: 22nd May 2018
Call-in Expires: 31st May 2018

INFORMATION: Members were reminded that this Item was linked to Item 15b in the Private Session of the Agenda, and that if any Member wished to refer to the private information contained within the report for that Item, it would be necessary for the meeting to be moved into Private Session.

DECISION: That, under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting if it is necessary to discuss Item 15b of the Agenda and from the Private Report, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 2 of Schedule 12 of the Act.

Both Agenda Items were taken together to enable consideration of all issues. It was not necessary for the meeting to be moved into Private Session.

INFORMATION: The I-Construct (Innovation in Construction) project represented an opportunity for Braintree District Council to work in partnership to deliver a flagship Innovation Centre with European Regional Development Fund (ERDF) capital. The Centre would provide a focal point for business support, job creation and product development in the construction sector and will have reach across the South Essex Local Enterprise Partnership (SELEP) region.

The project contributed to the delivery of the Council's Plan for Growth and would assist in meeting the objectives of the current Corporate Plan. By promoting innovation in construction, it was expected that I-Construct would assist in enabling the delivery of over 14,000 homes required by the Local Plan and the 43,000 homes via North Essex Garden Communities.

I-Construct fitted with the Council's overall strategy to invest in employment sites in the District, in order to stimulate business start-up and growth, deliver high-quality jobs and attract inward investment. Other current and pipeline projects included Witham Enterprise Centre, Osier House Rural Business Hub, Braintree Enterprise Centre Phase 2 and Great Notley Employment site.

It was reported that the Council's contribution of £750,000 was to be met from the Business Rates Pool reserve and discussions were taking place with Essex County Council (ECC) to provide a £750,000 grant to match the funds from the District Council to leverage, and if the bid was successful a further £800,000 from ERDF.

It was proposed that the Council would approve key decisions in four Gateways on funding, design, tender, cost and legal implications of the I-Construct project before committing to the next stage. The final gateway would be in January 2019 where the Council would sign the Contract Sum subject to ERDF funds being awarded.

DECISION (PUBLIC REPORT): That Cabinet approves:

1. The principle of the proposed development as set out in the report, and approval for the implementation of the proposed development.
2. The following delegations to the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Economic Development and Regeneration to:
 - 2.1 Approve the project key decision gateways outlined in the report;
 - 2.2 Approve the submission of a full planning application, provided that the terms set out in the report are met;
 - 2.3 Approve the commencement of a tender process for construction contracts subject to the planning application being submitted and validated by the planning authority;
 - 2.4 Approve final terms for the “in-kind” land, assets and office space in line with the terms set out in this report subject to the financial constraints set out in these recommendations;
 - 2.5 Approve supplementary legal agreements relating to land, access and the management of third party interests in the site within the budget for the project;
 - 2.6 Approve entering into necessary service contracts for ongoing maintenance and management of the site within the budget for the project;
3. That Cabinet approve the proposal for Braintree District Council to fund and deliver the Innovation Centre as part of the I-Construct programme, together with a recommendation to Council to approve a capital budget of £750,000 towards the project scheme for all professional, construction and associated scheme development costs subject to an ECC grant of £750,000.
4. Delegation to the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Economic Development and Regeneration, to approve revised scheme costs with the ability to vary costs based on a 5.00% variation to the total scheme costs.

That Cabinet recommends to Council:

5. That Council notes the principles of the decisions of Cabinet and approves a capital budget of £750,000 towards the project scheme for all professional, construction and associated scheme development costs.
6. The approval to commit £750,000 from the Council’s Business Rate Pool Reserve.

REASON FOR DECISION: To agree the development delivery proposals and financial arrangements for the IConstruct Scheme to enable this project to move forward.

DECISION (PRIVATE REPORT): That Cabinet approves:

1. The principle of the proposed development as set out in the report, and approval for the implementation of the proposed development.
2. The following delegations to the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Economic Development and Regeneration to:
 - 2.1 Approve the project key decision gateways outlined in the report.
 - 2.2 Approve the submission of a full planning application, provided that the terms set out in the report are met;
 - 2.3 Approve the commencement of a tender process for construction contracts subject to the planning application being submitted and validated by the planning authority;
 - 2.4 Approve final terms for the “in-kind” land, assets and office space in line with the terms set out in this report subject to the financial constraints set out in these recommendations;
 - 2.5 Approve supplementary legal agreements relating to land, access and the management of third party interests in the site within the budget for the project;
 - 2.6 Approve entering into necessary service contracts for ongoing maintenance and management of the site within the budget for the project;
3. That Cabinet approve the proposal for Braintree District Council to fund and deliver the Innovation Centre as part of the I-Construct programme, together with a recommendation to Council to approve a capital budget of £750,000 towards the project scheme for all professional, construction and associated scheme development costs subject to an ECC grant of £750,000.
4. Delegation to the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Economic Development and Regeneration, to approve revised scheme costs with the ability to vary costs based on a 5.00% variation to the total scheme costs as set out in the Private report.

That Cabinet recommends to Council:

5. That Council notes the principles of the decisions of Cabinet and approves a capital budget of £750,000 towards the project scheme for all professional, construction and associated scheme development costs.
6. The approval to commit £750,000 from the Council’s Business Rate Pool Reserve.

REASON FOR DECISION: To agree the development delivery proposals and financial arrangements for the IConstruct Scheme to enable this project to move forward.

7 **CHAPEL HILL ACCESS LAND PURCHASE**

Minutes Published: 22nd May 2018 Call-in Expires: 31st May 2018
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INFORMATION: Members were reminded that this Item was linked to Item 16a in the Private Session of the Agenda, and that if any Member wished to refer to the private information contained within the report for that Item, it would be necessary for the meeting to be moved into Private Session.

DECISION: That, under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting if it is necessary to discuss Item 16a of the Agenda and from the Private Report, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 2 of Schedule 12 of the Act.

Both Agenda Items were taken together to enable consideration of all issues. It was not necessary for the meeting to be moved into Private Session.

INFORMATION: Members considered a report which sought their approval to purchase land owned by Millennium Veterinary Practice. This purchase would enable the Council to unlock the land behind the access land for development of residential housing. There was a further three distinct plots of land owned by the Council that could also be considered following the purchase.

In 2014 Cabinet approved the purchase of one plot of land at the site from Essex County Council (ECC) and acquisition of the land was subsequently completed via approved delegated authority with the intention of the Council undertaking the residential development of the site. Cabinet also identified the need to use funding to invest in schemes which will deliver wider improvements for the whole District and support development proposed in the Core Strategy, and where possible to provide a return for further investment.

The second plot of land, owned by the Council, was on a long lease for 50 years from 1996 to Braintree Tennis Club, and the third plot of land owned by the Council was on a 15 year lease with Braintree Football Club that expired in 2030. Members were assured that there was no intention to develop the land leased to Braintree Football Club.

This purchase was required so that the former ECC land could be developed. Access from the north was restricted and a planning compliance scheme could not be developed. Since 2016, the Council had engaged Fenn Wright to liaise with the Millennium Vets with the view of gaining access to the Council owned land. Those negotiations had now led to an agreed purchase price.

A bid had been submitted to Homes England as part of the Accelerated Construction Fund to assist with the development of this project.

Members were advised that there were two options open to the Council once the land had been acquired. Option one was to dispose of the land on the open market, recognizing the assembled land as a whole package with access available to what was previously a landlocked land site. The Council would be in a position to dispose of the packaged land as a developable unit to a housebuilder and realise an earlier return on its investment. Option two enables the Council to retain the land and create a Housing Development Company to develop the site. This option enables the Council to have more control of the development and to retain benefits from the site. This would deliver up to 70 units with 25-30% affordable housing provision.

It was reported that the site leased to the Tennis Club was in a secure long lease agreement that ran for a term of 50 years from March 1996 with no break clauses, giving the Council or the Club rights to terminate the lease prior to the end of the contractual term. Discussions had been ongoing with the Tennis Club to ensure that in the event that the Council wished to sell the packaged land with planning permission to a developer or to develop the land themselves via a Development Company a suitable and alternative site will be found for the club.

It was also reported that the Council had applied its Corporate Investment Evaluation Tool to this option which evaluated and scored key investment criteria to provide an overall score for the proposed investment which could be measured against other alternative investment opportunities. Officer and Councillor evaluation of this option has produced a weighted score of 7.05: the minimum score to progress an investment project was 6.0.

DECISION (PUBLIC REPORT): That Cabinet agreed:

1. To approve the purchase using funds received back from the growth element of the Community Housing and Investment Partnership Fund (CHIP fund) of the Chapel Hill Access land owned by Millennium Vets on the terms set out in the report, subject to contract and due diligence, and on such other terms and conditions as agreed by the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Corporate Services and Asset Management and the Corporate Director (Finance).

That Cabinet recommended to Council:

2. The approval to commit from the share of the growth element of the Council's Community Housing and Investment Partnership Fund the sum set out in the Private report for the purchase.

REASON FOR DECISION: To enable the Council to acquire the Chapel Hill Access Land to facilitate the housing development of land already owned by the council to provide the Council with a reasonable rate of return on its investment in the future.

DECISION (PRIVATE REPORT): That Cabinet agreed:

1. To approve the purchase using funds received back from the growth element of the Community Housing and Investment Partnership Fund (CHIP fund) of the Chapel Hill Access land owned by Millennium Vets on the terms set out in the report, subject to contract and due diligence, and on such other terms and conditions as agreed by the Corporate Director (Sustainable Development) in consultation with

the Cabinet Member for Corporate Services and Asset Management and the Corporate Director (Finance).

That Cabinet recommended to Council:

2. The approval to commit from the share of the growth element of the Council's Community Housing and Investment Partnership Fund the sum set out in the Private report for the purchase.

REASON FOR DECISION: To enable the Council to acquire the Chapel Hill Access Land to facilitate the housing development of land already owned by the Council to a reasonable rate of return on its investment in the future.

8 **PHASE 4A SUPERFAST BROADBAND FUNDING**

INFORMATION: It was reported that in line with Braintree District Council's Plan for Growth, infrastructure and connectivity priority and delivery of the Digital Strategy were a priority. Essex County Council (ECC) and the Council were working in partnership to deliver the Superfast Essex programme, investing public subsidy to drive deployment of superfast broadband infrastructure to areas not served by commercial operators.

Superfast Essex had already invested in the Braintree District under its Phase 1, 2 and 3 delivery programmes and this investment was on track to lift coverage to 97% by the end of 2019. However, ECC had forecast that at the end of the current Superfast Essex rollout, some 2,200 premises (mix of residential and business, particularly in rural locations) in the Braintree District would remain without superfast broadband provision. ECC was now preparing a Phase 4 deployment programme, but had advised that the public funds available for further investment were very limited and would be prioritised by the areas of the County with the poorest connectivity.

Superfast Essex had invited Districts and Boroughs to express an interest in investing local funding in Phase 4 in order to reach 99% District/Borough coverage. The Council responded to this call, expressing an interest at this stage, to invest up to £450,000, subject to confirmation of the deliverables following a commercial tender and further value for money considerations.

DECISION: That Cabinet agreed the investment of £356,000 as match funding towards phase 4a of the Superfast Essex Broadband programme.

That Cabinet recommended to Full Council approval of:

1. The investment of £356,000 to provide match funding to reach 99% superfast broadband coverage and leverage £1.8m of new investment to the Braintree District, and
2. That the funding is allocated from the unallocated balance of New Homes Bonus.

REASON FOR DECISION: To enable the Council to support the development of required infrastructure to deliver its corporate responsibilities including the Digital Strategy and Plan for Growth, whilst delivering services that are cost effective and value for money.

9 **OVERVIEW AND SCRUTINY COMMITTEE SCRUTINY REVIEW - EMPLOYMENT LAND AND PREMISES IN THE DISTRICT**

INFORMATION: The Overview and Scrutiny Committee had completed a Scrutiny Review into Employment Land and Premises in the Braintree District. Upon completion, the final report was considered by Council on 26th March 2018. In line with the corporate process, Council requested Cabinet to respond to the Committee's recommendations.

The Cabinet Member for Economic Development had considered the recommendations in the context of the Plan for Growth and had provided a response to each of the recommendations put forward by the Overview and Scrutiny Committee.

DECISION: That Cabinet approved the response put forward by the Cabinet Member for Economic Development and delegates any actions to the Corporate Director and/or relevant Heads of Service to take forward.

REASON FOR DECISION: To consider and respond to the recommendations made by the Overview & Scrutiny Committee to Full Council.

10 **TASK AND FINISH REVIEW INTO TOURISM POTENTIAL IN THE BRAINTREE DISTRICT**

INFORMATION: Members were advised that further to the Task and Finish Group report into Tourism Potential in the Braintree District being submitted to the Overview and Scrutiny Committee in March 2018, the recommendations were presented to Full Council on 23rd April 2018 and in line with the Council's corporate process, Cabinet were requested to respond to the Committee's recommendations.

The Cabinet Member for Economic Development had considered the recommendations and had provided a response to each of the recommendations put forward by the Task and Finish Group.

DECISION: That Cabinet approved the response put forward by the Cabinet Member for Economic Development and delegates any actions to the Corporate Director and/or relevant Heads of Service to take forward.

REASON FOR DECISION: To consider and respond to the recommendations made by the Task and Finish Group.

11 **THE BEWELL STRATEGY – INCREASING LEVELS OF ACTIVITY IN THE BRAINTREE DISTRICT**

INFORMATION: Braintree District Council was committed to improving the health and wellbeing of residents and reducing health inequalities across the District. Through the Health and Wellbeing Panel, the Council had been using the Livewell programme as its approach to this.

Bewell was one of the themes of the Livewell campaign, with a focus on encouraging residents to adopt a healthier lifestyle and become more active. The Bewell Strategy

set out the Council's approach to delivering the objectives of this theme and was closely aligned to both National and Regional Sports strategies whilst also incorporating the concept that health and physical activity were intrinsically linked.

The Strategy was linked with the Active Essex Strategy which set out to make 1 million more residents active by 2021, and the primary aim for the Bewell Strategy was the District's contribution towards achieving this target, specifically by encouraging 4,624 inactive residents to be more active by 2021.

The key partnership that had oversight of Livewell was the Braintree District Health and Wellbeing Panel and it was therefore proposed that the Panel carried out the management and delivery of the Strategy.

DECISION: That Cabinet agreed;

1. To endorse the Bewell Strategy.
2. To endorse Braintree District Council's role in the delivery of the Strategy which will include the contribution of the appropriate resources towards achieving the outcomes of the strategy.
3. Approve the proposal that the Strategy will be owned by the Braintree District Health & Wellbeing Panel.

REASON FOR DECISION: To confirm the Council's support for increasing the levels of activity in the District to enable our residents to be healthy and livewell.

12 **COUNCIL'S 2017-18 ACCOUNTS CLOSURE**

INFORMATION: Members were advised that the closure of accounts was being considered earlier than previous years as the external audit of the Council's accounts was scheduled to commence on 4th June 2018; this was six weeks earlier than last year and the Cabinet decision formed part of the background papers presented to the auditors. The Council's accounts for the financial year 2017/18 were currently being finalised to meet the deadline of 31st May 2018.

The provisional revenue outturn for 2017/18 was a net positive variance against budget of £782,300. This consisted of positive variances on income of £491,700 and on expenditure of £290,600. The overall variance would be reduced by the value of unspent 2017/18 budgets which were agreed to be carried forward to 2018/19. On the basis that the carry forward requests totaling £88,300 were approved the net positive variance for 2017/18 was reduced to £694,000.

It was reported that requests to carry forward unspent budgets and transfers to earmarked reserves were for a one-off spend and did not add to the base budget.

A summary of the requests and recommended carry forwards from prior years and unspent 2017/18 budgets can be found in the report.

In terms of the delivery of strategic investments the Strategic Investment Team was currently working on a number of significant investments, however based on the current resources in the team it was considered that a number of these projects could

not be brought forward to delivery. It was proposed that a full business case on the resource requirements to deliver the Council's ambitious programme would be developed and presented later during 2018. It was recognised that prior to receiving the business case it was important to bring in additional resource during this transitional period to ensure momentum is maintained and an additional resource allocation of £142,000 per annum was agreed in the 2017/18 Budget to engage support for capital project delivery.

Work had commenced on the business case and this had included some initial work on a new structure for Strategic Investment. Further work was required in respect of this ahead of presenting the business case to Cabinet, however there was an acute business need in terms of delivery of the projects and management of the team and planning. Under the transitional arrangements it was proposed to provide for the replacement of one of the current consultants by engaging consultants to two new posts, of Head of Strategic Investment and Commercial Project Manager. The transition arrangements would be for a maximum period of twelve months and would start in June 2018.

The estimated additional cost was £269,460. The Great Notley employment site budgets approved by Cabinet included an allowance of £100,000 for the development of the business case and £50,000 of this was proposed for direct Project Manager costs; the remaining £50,000 would cover specialist advice required. It was proposed that a supplementary budget of £219,460 be agreed from the unallocated balance in 2018/19.

DECISION: That Cabinet;

- a) Agrees the carry forward requests and transfers to earmarked reserves as detailed in the Appendix to the report;
- b) Agrees to the transitional staffing arrangements for the Strategic Investment Team for a 12 month period; and
- c) Recommends to Full Council the approval of a supplementary budget of £219,460 in 2018/19 to fund the transitional staffing arrangements for the Strategic Investment Team.

REASON FOR DECISION: To gain approval of requests to carry forward unspent budgets from 2017/18 to 2018/19 and of specific additions to earmarked reserves in order that these can be incorporated in the Council's 2017/18 Accounts prior to submission to the external auditor.

13 **APPOINTMENTS TO OUTSIDE BODIES**

INFORMATION: At its meeting on 15th June 2015 the Cabinet made appointments to outside bodies for the four year term of the Cabinet.

The report detailed a number of amendments/additions which were made for the remainder of the term of Cabinet.

Members were also advised of two further updates in respect of the removal of the District Council's appointment to the Essex County Council Health Overview and

Scrutiny Committee, and to amend the membership of the Community Housing and Investment Partnership (CHIP) Fund appointment to remove Councillor Lady Newton and to appoint Councillor Mrs Bowers-Flint.

DECISION: That Cabinet endorses the changes to Cabinet's Outside Bodies appointments as detailed in the report.

REASON FOR DECISION: To ensure appropriate representation on Outside Bodies.

14 **CABINET MEMBER DECISIONS MADE UNDER DELEGATED POWERS**

DECISION: That Members note the delegated decisions.

The meeting commenced at 7.15pm and closed at 9.44pm.

COUNCILLOR G BUTLAND
(Leader of the Council)