

CABINET MEETING

The CABINET will meet in the COUNCIL CHAMBER, CAUSEWAY HOUSE, BOCKING END, BRAINTREE, ESSEX CM7 9HB, on Wednesday 9th May 2012 at 7:15pm.

Membership

Councillor G Butland (Chairman) - Leader of the Council
Councillor J Beavis – People
Councillor Lady Newton - Prosperity
Councillor W Schmitt – Place
Councillor C Siddall - Performance

Invitees

Deputy Cabinet Portfolio Members:-

Councillor D L Bebb - Leader's Portfolio
Councillor J T McKee - Prosperity
Councillor R G S Mitchell – Place
Councillor J O'Reilly-Cicconi - Performance
Councillor P Tattersley – People

Other invitees:- Group Leaders and the Chairman of the Overview and Scrutiny Committee.

For enquiries on this agenda please contact:

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This agenda is available on

www.braintree.gov.uk/Braintree/councildemocracy

PUBLIC INFORMATION

Question Time

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

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INFORMATION FOR MEMBERS

Declarations of Interests:-

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

AGENDA

1. APOLOGIES FOR ABSENCE			
2. DECLARATIONS OF INTEREST			
3. PUBLIC QUESTION TIME			
4. MINUTES OF LAST MEETING			
(i) To approve as a correct record the minutes of the meeting held on 26 th March 2012 (Copy previously circulated).			
No	Title & Purpose of Report	Executive Summary	Additional Papers
5. PARTNERSHIP & OVERALL CORPORATE STRATEGY AND DIRECTION			
5a	Leader Update – The Leader of the Council to give a brief update on Key issues and activities.	-----	-----
5b	Revisions of the Highway Liaison Arrangements – <i>(Report to follow)</i> Presented by: Cllr G Butland Officer Contact: Allan Reid	-----	-----
6. PERFORMANCE			
6a	Investment Policy 2012/13 Presented by: Cllr C Siddall Officer Contact: Trevor Wilson	Page 1	Page 1
6b	Pay Award 2012/13 Presented by: Cllr C Siddall Officer Contact: Helen Krischock	Page 6	-----
7. PROSPERITY			
7a	Integrated County Strategy - Approval of the ICS Strategy Fund and inclusion of District Projects Presented by: Cllr Lady Newton Officer Contact: Zoe Myddelton	Page 9	Page 5
7b	Asset Management - 2012/13 Asset Management Plan Presented by: Cllr Lady Newton Officer Contact: Andrew Epsom	Page 16	Page 7

8. PEOPLE			
8a	Award of the new Leisure Contract from 1st September 2012 Presented by: Cllr J Beavis Officer Contact: Nicola Beach	Page 18	Page P1
9. PLACE			
9a	Expansion of Weekly Food Waste Service and Introduction of Four Day Working Week Presented by: Cllr W Schmitt Officer Contact: Paul Partridge	Page 31	-----
10. CABINET MEMBERS' UPDATES - to receive Cabinet Members' verbal reports on key issues within their portfolio			
11. REFERENCES FROM COUNCIL/COMMITTEES/GROUPS			
11a	To receive recommendations from the Overview and Scrutiny Committee - Scrutiny of Transport and Access to Health Services Across the District Presented by: Cllr Dr. R Evans Contact Officer: Alastair Peace	Page 37	-----
12. CABINET APPOINTMENTS			
12a	Executive appointments of Representatives to serve on Partnerships, Panels and Boards Presented by: Cllr G Butland Contact Officer: Allan Reid	Page 41	-----
13. REPORTS/ DELEGATED DECISIONS/MINUTES TO BE NOTED			
13a	<u>Minutes from Cabinet Sub Groups</u> To receive the minutes of the following Member Development Working Group meeting of 2 nd May 2012 on the Member Development Programme for 2012-13 - (<i>minutes to follow</i>)	-----	-----

13b	<u>Delegated Decisions</u> – to note recently made delegated decisions -	Page 45	-----
14. URGENT BUSINESS AUTHORISED BY THE CHAIRMAN			
15. EXCLUSION OF PUBLIC AND PRESS TO CONSIDER REPORTS IN PRIVATE SESSION – for reasons set out in Paragraph 3 of Part 1 of Schedule 12(A) of the Local Government Act 1972			

At the time of publication there are no items for private session.

The last page of the public agenda is numbered 46.

Investment Policy 2012/13		Agenda No: 6a
Corporate Priority: Performance Portfolio Area: Financial/Treasury Management Report presented by: Cllr Chris Siddall Report prepared by: Trevor Wilson		
Background Papers: Treasury Management Strategy and Investment Policy for 2012/13 contained in Council Tax 2012/13 and Medium-Term Financial Strategy 2012/13 to 2015/16 report to Cabinet 1 st February 2012 and Council on 15 th February 2012		Public Report
Options: Agree, amend or reject proposed changes to the Investment Policy for 2012/13 to be recommended to Council		Key Decision: No
Executive Summary: Recent updates received from the Council's Treasury Management advisor, Arlingclose, have included extensions to the duration of investments with its approved institutions. The Council is not able to take advantage of the higher rates of interest for the longer durations due to the limits in the Investment Policy for 2012/13 agreed by Council on 15 th February 2012. At the present time the Council has invested the maximum amount with each of the available banking institutions that meet the Council's investment criteria. In addition the balance of monies available for investment is higher than anticipated and this has necessitated a number of investments be placed with other local authorities (achieving rates of 0.35% to 0.5%) and the Debt Management Office (at a flat rate of 0.25% regardless of period). The expected impact of these low levels of rates is that the budget for interest earned in 2012/13, of £244,000, will not be achieved. Councillors Siddall and O'Reilly Cicconi together with the Head of Finance and Financial Services Manager met with Arlingclose, on 17 th April 2012, to undertake a review of the Council's Investment Policy. A revised Investment Policy is proposed which: <ul style="list-style-type: none"> • Includes Non-UK banks as recommended by Arlingclose and meet the Council's Tier 1 criteria; • Extends the maximum duration of investments with Tier 2 counterparties to 6 		

months, although this will still be subject to advice from Arlingclose – current advice is a maximum of 100 days;

- Increase the limit for investments placed with Tier 2 counterparties to £3.5million;
- Increase total limit for investments placed with Money Market Funds (rated AAA) to £15million (from £12million). This will increase the number of Funds to be used from 4 to 5.

All of the proposed revisions are endorsed by Arlingclose.

Decision:

To recommend to Council the approval of the revised Investment Policy for 2012/13 as detailed in the report.

Purpose of Decision:

To ensure the Council's Investment Policy enables advice received from its Treasury Management Advisors to be responded to and implemented.

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

Financial:	Addressed in report
Legal:	Investment Policy is agreed by Council.
Equalities/Diversity	Not applicable
Customer Impact:	Not applicable
Environment and Climate Change:	Not applicable
Consultation/Community Engagement:	Not applicable.
Risks:	Increases to the maximum amount and duration of investments with approved counterparties do increase the Council's exposure to risk. However, the proposed changes are endorsed by the Council's Treasury Management Advisors who monitor continuously and provide information regularly on the financial markets and institutions.
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Background

The current Investment policy was set and agreed by Council on 15th February 2012.

The policy was based on advice provided by Arlingclose, the Council's Treasury Management advisors.

Arlingclose monitors the financial markets and institutions to provide its clients with advice on investment counterparties and the maximum amount and duration of the investments with each of the counterparties.

Over the last two months, Arlingclose has updated its advice such that investment with:

- Tier 1 counterparties can be placed up to a maximum of 6 months; and
- Tier 2 counterparties can be placed up to a maximum of 100 days.

Whilst the current Investment Policy provides for investments with Tier 1 counterparties for a maximum of one year, the limit for Tier 2 is one month.

The combination of having a limited number of counterparties available, the current maximum limits on the amount invested and a higher amount of balances available to invest has resulted in investments being placed with other local authorities (achieving rates 0.35% to 0.5%) or the Debt Management Office (at a flat rate of 0.25% regardless of period).

As a consequence of the latest investment advice and the expectation of not achieving the budgeted interest for 2012/13, Councillors Siddall and O'Reilly Cicconi together with the Head of Finance and Financial Services Manager met with Arlingclose, on 17th April 2012, to undertake a review of the Council's Investment Policy.

Proposed Changes to Investment Policy 2012/13

The outcome from the meeting is a proposed revision to the Investment Policy to include:

- Counterparties included within Tier 1 to be extended to include Non-UK banks. Non-UK banks currently approved by Arlingclose are:
 - Australian – Australia and NZ Banking Group; Commonwealth Bank of Australia; National Australia Bank and Westpac Banking Group
 - Canadian – Bank of Montreal; Bank of Nova Scotia; Canadian Imperial Bank of Commerce; Royal Bank of Canada and Toronto-Dominion Bank
 - North American – JP Morgan Chase Bank
- Investments with Tier 1 counterparties to be limited to a maximum duration of one year but still subject to a shorter limit if advised by Arlingclose (current advice is a limit of 6 months). The maximum amount to continue to be the highest of 15% of cash balances or £5million.
- Tier 2 counterparties continue to be UK banks and building societies with a minimum long-term credit rating of A-.

- Investments with Tier 2 counterparties to be limited to a maximum duration of 6 months but still subject to a shorter limit if advised by Arlingclose (current advice is a maximum of 100 days). The maximum amount to be increased to £3.5million (from £3million).
- Investments with Santander UK will continue to be limited to 'on-call' rather than the 35day maximum suggested by Arlingclose.
- Total investments in Money Market Funds (rated AAA) be increased to £15million from £12million. This will increase the number of Money Market Funds used from four to five.
- Investment with the Council's bank, the Co-operative Bank, to continue to be up to a maximum of £5million and the duration limited to 'on-call'.
- Investments (classified as non-specified) to continue at the levels specified in the current Investment Policy.

A summary of the Investment Policy, showing current and proposed, is provided at Appendix A.

Based on current market rates for investments over the proposed longer periods, it is anticipated that the estimated budget for interest for 2012/13, of £224,000 (based on an average return of 0.7%), will be achievable.

Pay Award 2012/13		Agenda No: 6b
Corporate Priority: Performance Portfolio Area: HR and Organisational Development Report presented by: Cllr. C. Siddall Report prepared by: Helen Krischock, HR and OD&L Manager		
Background Papers: 2012/13 budget report		Public Report
Options: Not to make a local 1% pay award.		Key Decision: No
Executive Summary: <u>Background</u> <p>The Council, within its financial planning, allowed for an overall 1% increase in pay within the 2012/13 budget. There has been no pay award within the last two years.</p> <p>However, at the regional pay consultation briefings last November it was clear that a number of Councils across the country were of the view that they could not support a pay increase from 1st April 2012. Consequently, the national employers formally responded to the trade union side's 2012/13 pay claim on 23rd February 2012, informing them there would be no pay offer for 2012.</p> <p>This is the third consecutive year that the local government workforce has not received a pay offer. This is unprecedented in the public sector. With this in mind, the national employers have informed the unions that they would wish to avoid a situation of not being able to make a pay offer for a fourth year in 2013/14 and have therefore invited the unions to commence discussions immediately on a range of related issues covering pay, terms and conditions and reform of the national negotiating machinery with a view to reaching implementation on 1 April 2013.</p> <u>Making a 1% pay award</u> <p>The Council as an independent employer can make decisions about pay and other conditions after it has followed the appropriate processes.</p> <p>As stated earlier, if no pay award is made this year, then it will be three years of no national pay offer. During this time, the Council, through its staff, has made significant efficiencies, increased performance and delivered many improvements across the District. It could be argued that delivering the commitment made within the budget this year is well deserved for the effort and commitment of Council staff</p>		

over the last few years. Any pay increase during these challenging economic times will be a boost to morale and is a demonstration of the Council's commitment to staff as well as recognition of a job well done over the last few years.

The Council is currently bound by the national collective bargaining arrangements. Clearly staff and local trade unions are unlikely to object to a 1% pay award but to pay it would mean that the Council would step out of line with the national approach to pay. However, we could make it clear that this is only for this year and we will continue to be bound by collective bargaining arrangements in the future. (A national pay award has been hinted at from April 2013 in exchange for some concessions on terms and conditions).

Paying this award will also result in us being out of line with the national pay spine point values - in perpetuity; however, this is not considered a major issue and can be managed. A local pay agreement may also provide a challenge to the collective bargaining of the national employers as the trade unions could use it as an example to place pressure on national employers; however, each local authority has the ability to make its own decisions.

Decision:

Make a 1% local pay award, which will be a consolidated payment and backdated from 1 April 2012.

Purpose of Decision:

To make a pay award outside of national collective bargaining arrangements for 2012/13.

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

Financial:	<p>The Council has budgeted for a 1% pay award in 2012/13. This is in base budget and amounts to £138,120</p> <p>1% Pay Award for all employees in 2012/13 - £138,120</p> <p>For information we also have an allowance for a 1% increase in Member Allowances (linked to pay award) in the 2012/13 estimates = £3,860.</p>
Legal:	None
Equalities/Diversity	All employees are treated consistently and fairly, with a 1% pay award proposed for all staff. There will be no impact to Services or Services Users.
Customer Impact:	None related to service delivery
Environment and Climate Change:	None
Consultation/Community Engagement:	Trades Unions will be consulted
Risks:	Perception from the public and local press. Perception of national and regional employers' organisations.
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Integrated County Strategy – Approval of ICS Strategy Fund and inclusion of District Projects		Agenda No: 7a
Corporate Priority: Prosperity Portfolio Area: District Growth/Infrastructure Report presented by: Cllr Lady Newton Report prepared by: Zoe Myddelton		
Background Papers: Integrated County Strategy Summary Document November 2010. Integrated County Strategy Main Document December 2010. Note on the ICS, LEA and LEPs presented to Cabinet in December 2010. ICS Update Report for Cabinet March 2011.		Public Report
Options: To Approve or not Approve the Integrated County Strategy Fund and the inclusion of Braintree District projects.		Key Decision: Yes
Executive Summary The Integrated County Strategy (ICS) is a spatial plan for the County of Essex which identifies those key strategic projects which will provide the maximum return on investment and economic benefits for the area in the short, medium and long term. The Integrated County Strategy was adopted by Cabinet in March 2011 with comments fed back to Essex County Council (ECC). Since March 2011, Phase 2 of the ICS, has been progressed to develop an Investment Plan for delivery. Local authorities have worked with sub-regional partners to develop a list of projects which will deliver the aims and objectives of the ICS and these have formed the basis for developing the ICS Investment Plan. There have been 51 projects identified for unlocking growth across the County. Part 1 of this report explores the ICS Investment Plan, focussing on the key projects within, and impacting upon, Braintree District. Part 2 of the report outlines work to develop a rolling investment fund at the Essex level. Such a fund could be used by local partners to deliver projects identified in the ICS Investment Plan that may not otherwise find funding. In the ICS Investment plan there are seven projects that are directly relevant or impact upon Braintree District. <ol style="list-style-type: none"> 1. A120 corridor improvement (Galleys Corner, Braintree) 2. A120 corridor improvements (dualling of key sections) 		

3. A12 journey reliability improvements
4. Great Eastern main line improvements (Cressing Rail Loop is included in this)
5. Development of high speed broadband services across Essex
6. Braintree town centre regeneration and public realm improvements
7. Braintree - developing enterprise units and business support.

To drive forward delivery of these projects an ICS fund has been proposed which will be based on a 'rolling investment fund' model. Such models allow capital to be invested in development projects, with financial returns provided back into the fund for future investment. The fund is aimed at two types of opportunity:

1. Feasibility work

Funding initial studies and feasibility works for those schemes that need further research and development to understand their viability, such as new road networks or public transport improvements. This scenario could apply to the A120 and rail loop projects for Braintree District.

2. Deliverable Projects

For projects that are ready to be implemented but have perhaps stalled due to lack of money. This scenario could apply to the Braintree Enterprise scheme or Braintree Town Centre Projects.

ECC has offered to invest £20m into the ICS fund over five years to support the development of this fund. Each Local Authority would be expected to contribute to the fund for any District project proposal made to the ICS fund. The £20m investment is to be funded from the ECC share of New Homes Bonus funding which is generated from new housing developments in the County and allocated on a 80/20 split basis to lower and upper tier authorities.

The ICS fund would operate on a loan basis with monies required to pay back into the fund for future investment. It is likely that a small amount of interest will be charged on this loan. Discussions on the how the fund will operate are ongoing; it is proposed that Local Authorities will underwrite the loan provided for projects in their locality.

Cabinet are requested to approve these projects for inclusion in the ICS Investment Plan. These projects align with the wider priorities of the authority and the New Homes Bonus strategy agreed at Cabinet and Council in March and April 2012.

Cabinet are requested to support or not support District ICS project proposals be developed to attract investment from an Essex-wide ICS rolling investment fund.

By attracting ICS funding for projects in Braintree District, this would aim to deliver investment of an equivalent value to the 20% NHB funding generated for ECC (approx £1.4m) through housing developments built in the Braintree District. Further District Projects will be added to the ICS list as the fund moves forward.

Decision

Cabinet are asked to:

- 1) Approve the seven projects relating directly to Braintree District for inclusion within the ICS Investment Plan;
 - A120 corridor improvement (Galley's Corner, Braintree)
 - A120 corridor improvements (dualling of key sections)

- A12 journey reliability improvements
- Great Eastern main line improvements (Cressing Rail Loop is included in this)
- Development of high speed broadband services across Essex
- Braintree town centre regeneration and public realm improvements
- Braintree - developing enterprise units and business support

2) Approve the District ICS project proposals being developed to attract investment from an Essex-wide ICS rolling investment fund.

Additional information on specific projects and funding bids will be presented to future Cabinet meetings as appropriate.

Purpose of Decision:

To ensure the Braintree District Council list of projects included in the ICS will deliver wider benefits for the District and deliver significant economic growth. To develop proposals which will see ICS Funding invested into the Braintree District of similar or equivalent value to the 20% NHB funding generated for ECC through housing developments in the Braintree District.

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

Financial:	Funding contributions from BDC would be considered on individual project basis. Funding would be required from each local authority if they are submitting a project to the ICS investment fund. This ICS fund would operate on a loan basis, local authorities would be required to underwrite the money to be paid back into the fund and a small amount of interest will be charged on the funds provided.
Legal:	Legal issues will need to be considered in relation to specific projects.
Equalities/Diversity	N/A – Equality and diversity issues will need to be considered in relation to specific projects.
Customer Impact:	N/A – Customer impact issues will need to be considered in relation to specific projects.
Environment and Climate Change:	N/A – Environmental and climate change issues will need to be considered in relation to specific projects
Consultation/Community Engagement:	N/A – Consultation and community engagement issues will need to be considered in relation to specific projects.
Risks:	The proposed approach is based on using ICS funding to unlock growth and generate future revenues. This activity may therefore carry with it commercial risks associated with investment activity. These specific risks will need to be identified and considered in relation to specific projects.
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1. Background

1.1 In December 2009, Essex Chief Executives Association (ECEA) identified the need to define a single set of economic, spatial and regeneration priorities across Essex. This need reflected the developing government policy (e.g. Localism Act, Local Government Resource Review) and a shift in central government attitudes to funding, with more opportunities for funding being available to those areas that can demonstrate an ability to work across administrative boundaries and tiers of local government.

1.2 The Integrated County Strategy (ICS) was developed to meet this need. The ICS provides a strategic economic framework for Greater Essex. It provides a connection between national and local policy and, in the context of reduced public spending, identifies the key strategic projects which will provide the maximum return on investment and economic benefits. The ICS was produced jointly by all 15 local authorities in Greater Essex throughout 2010 and was approved by the ECEA in January 2011. Braintree District Council's Cabinet approved the ICS in March 2011, noting comments and caveats that were sent to ECC.

1.3 ICS has a strategic focus on the following key areas: Key Towns; Low Carbon Energy and Thames Gateway South Essex. It also provides a framework through which investment in District projects can be targeted to deliver economic growth. Phase 2 of the ICS, once the strategy had been accepted, was to use this as a framework and as a basis to develop an Investment Plan for delivery. This has now been developed and sets out 51 projects for unlocking growth across the County.

1.4 Part 1 of this report explores the ICS Investment Plan, focussing on the key projects within, and impacting upon, Braintree District.

1.5 Part 2 of the report outlines work to develop a rolling investment fund at the Essex level. Such a fund could be used by local partners to deliver projects identified in the ICS Investment Plan that may not otherwise find funding.

2. Part 1 - The ICS Investment Plan

2.1 Throughout 2011, the ICS Working Group, this includes representatives from all 15 county, unitary, and local authorities in Greater Essex, and the sub-regional partnerships (BDC are represented at Senior Management level) has been developing the ICS Investment Plan. The Investment Plan aims to:

- a. identify the projects required to deliver growth across the Essex economy;
- b. set out the mechanisms through which these projects can be delivered;
- c. articulate the economic benefits of delivering these projects;
- d. identify the resources required;
- e. develop an investment 'pipeline' for short, medium and long term projects over the next 5 years; and
- f. communicate the strengths of the greater Essex economy and its investment needs to central government.

2.2 The ICS Investment plan identifies 51 projects through which the aims and objectives of the ICS will be delivered. **Appendix 1** outlines the full list of projects. The agreed collection of Investment Plan projects, and progress on the aims of the development plan were presented to the ECEA in July and September 2011.

2.3 **Appendix 1** shows the range of projects, grouped together by type as far as possible. Although many of these projects are likely to yield benefits to Braintree District residents and businesses, seven projects are particularly relevant to Braintree District. These are:

- A120 corridor improvement (Galleys Corner, Braintree)
- A120 corridor improvements (dualling of key sections)
- A12 journey reliability improvements
- Great Eastern main line improvements (Cressing Rail Loop is included in this)
- Development of high speed broadband services across Essex
- Braintree town centre regeneration and public realm improvements
- Braintree - developing enterprise units and business support

2.4 The A120 improvements have been identified by the Haven Gateway Partnership as the main focus for the ICS in the sub-region. Improvements in this transport corridor are regarded as key to improving infrastructure and generating economic growth for the Haven Gateway area overall and for Braintree District.

2.5 The projects for the sub-region have been identified and progressed through strong partnership working with the Haven Gateway, all Haven Gateway projects have been prepared into a flow chart to demonstrate potential timelines for delivery and inter-connections between the projects. See **Appendix 2** – Proposed project pipeline.

2.6 Each of these projects relevant to Braintree District is aligned with BDC's wider corporate priorities expressed in the Corporate Strategy and the Annual Plan. They also align with the approach that the authority has agreed to take in investing money raised through the New Homes Bonus (approach approved at Cabinet and Council in April 2012).

3. Part 2 - A rolling investment fund

3.1 Resourcing the projects that make up the ICS Investment Plan will be a key challenge for local partners. As public sector finances reduce, Central Government's preferred approach to economic development and regeneration funding is based on 'rolling investment funds'. Such funds allow capital to be invested in development projects, with financial returns ploughed back into the fund for future investment. The most high-profile rolling investment fund at national level is the Growing Places Fund (GPF), announced by the Chancellor of the Exchequer in his Autumn Statement in 2011.

3.2 Essex County Council has proposed the creation of a similar, locally controlled fund, to support projects in the ICS Investment Plan. Such a fund could be used by local partners to deliver schemes that may not otherwise find funding (e.g. those rejected for the GPF or Regional Growth Fund due to oversubscription).

3.3 The ICS fund is being set up to target two types of opportunity:

Feasibility work

Funding initial studies and feasibility works for those schemes that need further research and development to understand their viability, such as new road networks or public transport improvements. Money would be set aside in the ICS fund and this would be matched by Local Authority partners. If these schemes progress to delivery, this money would be expected to be paid back to the ICS fund. This scenario could apply to the A120 and rail loop projects for Braintree District.

Deliverable Projects

For projects that are ready to be implemented but have perhaps stalled due to lack of money. The ICS would act as a partial funding on a loan basis. The projects would need to provide a return on investment and a payback mechanism through levies such as Section 106, Community Infrastructure Levy (CIL) or rent / income generated through the scheme. This scenario could apply to the Braintree Enterprise scheme or Braintree Town Centre Projects.

3.4 Essex County Council has offered to make a £20 million financial commitment to the ICS over the next five years to support the development of this fund. This is being sourced from the 20% New Homes Bonus (NHB) allocation payable to upper tier authorities in the NHB funding structure. From the NHB paper presented at the last cabinet meeting, it was outlined that from housing developments over the next two years (2012/13 and 2013/14) Braintree District Council expects to raise £5.87m over a 6 year period to 2017. This value is 80% of the NHB revenue raised, under the NHB funding structure Essex County Council will receive 20% of NHB revenue raised in each District/Borough area. For Braintree District, this would be approximately £1.47m over 6 years, which is being channelled through the ICS investment fund.

3.5 If BDC wish to see some of this funding allocated in the District, ICS project proposals would need to be developed and a bid made to the fund. It is proposed that local partners (e.g. District and Borough Councils or sub-regional partnerships) make a contribution to the fund at such time as they wish to undertake a project, projects would be a co-funded investment. The overall funding package for any BDC project could therefore include a contribution from BDC, a contribution from the rolling ICS investment fund and money from other sources (e.g. private sector contributions, other grant funds). BDC may wish to use NHB monies as outlined to Cabinet in March, as partial contribution to these projects

3.6 Under the current proposals from ECC, (who would be the accountable body to run and manage the fund), the ICS fund would be on a loan basis and each project would be expected to generate revenue that can be reinvested back into the fund. Once a funded project is completed, surpluses would be retained by the fund to support its sustained growth and ability to support future projects in the ICS pipeline. In addition the current model for the ICS fund will require local authorities to underwrite any funds expected to be regenerated back into the ICS investment fund and a small amount of interest will be payable on the funds provided. The mechanism for the fund is still being developed and discussions are continuing through the ICS working group, in conjunction with ECC finance and regeneration teams.

3.7 It is proposed that all projects seeking funding will be assessed by an independent expert advisory panel to ensure their appropriateness for allocation of fund monies. Projects deemed unsuitable for the investment fund would be taken forward through alternative funding routes. It is proposed that delegate ECEA groups should be created to ensure speedy progress of the ICS Investment Plan, develop ICS projects as required and report back to the main ECEA meetings.

3.8 With regards to the specific Braintree projects identified in the Investment Plan, options include:

- **A120 corridor improvement (Galleys Corner, Braintree)**
- **A120 corridor improvements (dualling of key sections)**

Both A120 projects would be regarded as at feasibility stage, research and design work for the proposed improvements would be needed to understand the costs

involved before appropriate funding could be identified. As identified in the NHB paper to Cabinet in March, NHB and ICS monies could be used to contribute to this research and design work in preparation for delivery.

- **A12**

There are proposals at varying stages for the A12, which would improve traffic flow and traffic information and enable improved journey times. This would directly benefit residents and businesses in the District and improve the inward investment offer of key employment sites in the District.

- **Great Eastern main line improvements**

A socio-economic analysis of the Braintree Rail Loop is due to be received shortly, improvements to this branch line would create increased journeys between Braintree & Witham and would attract additional investment from developers and Section106.

- **Development of high speed broadband services across Essex**

Broadband schemes would provide opportunities to work in partnership with BDUK (Broadband Delivery UK) to potentially invest and stimulate market investment and increase broadband capacity for residential and business locations.

- **Braintree town centre regeneration and public realm improvements**

The Backing Braintree strategy provides a number of options for project delivery in the town centre. An example could be South Street junction improvements, which would rejuvenate a key gateway into the town and generate S106 payments through developer contributions.

- **Braintree - developing enterprise units and business support**

Members will recall approving Growth Area Funding (GAF) for a 12 unit expansion of the existing enterprise centre at Springwood Drive. Utilisation of ICS funding could enable additional units to be provided on this site and therefore improved capacity for small businesses and more opportunity for small businesses to start up and grow.

4. Next steps

Braintree District Council will continue to work with the ICS working group to influence the establishment and terms of the ICS fund. If Cabinet agrees to the approach outlined, BDC will work with partners to develop proposals to be made to the ICS investment fund.

Asset Management – 2012/13 Asset Management Plan		Agenda No: 7b
Corporate Priority: Prosperity Portfolio Area: Asset Management Report presented by: Cllr Lady Newton Report prepared by: Andrew Epsom		
Background Papers: N/A		Public Report
Options: Members are requested to approve, amend or not approve the Asset Management Plan		Key Decision: No
Executive Summary: To seek Members' approval on the 2012/13 Asset Management Plan (AMP) Asset Management supports the key corporate priority 'Prosperity'. This priority focuses on the economic and physical regeneration of the district and providing opportunities to increase job prospects and support business. The Asset Management Plan sets out the Council's strategy for managing its property resources to improve and enhance service delivery, to improve efficiency, reduce costs and support corporate priorities. The Asset Management Plan summarises the Council's Asset Management achievements in 2011/12 and sets out its milestones and objectives for 2012/13.		
Decision: Members are to approve the 2012/13 Asset Management Plan.		
Purpose of Decision: Approval of the 2012/13 Asset Management Plan.		

Any Corporate implications in relation to the following should be explained in detail	
Financial:	N/A
Legal:	N/A
Equalities/Diversity	N/A
Customer Impact:	The delivery of excellent, cost effective and valued services
Environment and Climate Change:	N/A
Consultation/Community Engagement:	Members and Officers consulted
Risks:	a) Changing Council Policy b) Changing Central Government Policy c) Difficult Economic Climate
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Award of the new Leisure Contract from 1st September 2012		Agenda No: 8a
Corporate Priority: People Portfolio Area: Leisure & Sport Report presented by: Cllr Mrs Joanne Beavis Report prepared by: Nicola Beach		
Background Papers: 1. Review of Leisure Facilities and Services by Strategic Leisure, March 2011 2. Cabinet report 9 th June 2011 on Leisure Services and procurement of a new leisure management contract		Public Report
Options: To award or not award the new leisure contract		Key Decision: Yes
Executive Summary <p>Braintree District Council (BDC) currently has a leisure management contract with DC Leisure (DCL). The current contract has run for 10 years and is due to end on 31st August 2012. Following a review of the current contract and the Council's leisure facilities, a report was taken to Cabinet in June 2011 at which approval was given to the procurement of a new leisure contract and governance for the leisure project (new contract and building of new Witham Leisure Centre) with the establishment of a member Leisure Project Board.</p> <p>The scope of the new leisure contract includes the management of the following facilities:</p> <ul style="list-style-type: none"> • Halstead Leisure Centre; • Braintree Swim Centre; • Braintree Leisure Centre; • Bramston Sports Centre (until Witham Leisure Centre opens); • Witham Leisure Centre (due to open 2013); • Bramston sports ground (artificial training pitch, changing rooms and grass pitches). <p>The high-level procurement timetable for the new leisure contract commenced with an advert to the market in August 2011 and tender submissions received in February 2012. The award of the contract in early May gives a reasonable mobilisation period for the start of the new contract on 1st September 2012. The length of the new contract is 10 years, with the option of a 5 year extension.</p>		

Two tenders were received in February 2012; bidders were required to submit two bids:

- a mandatory bid to manage the current leisure facilities (as outlined in section 1) with the provision of new fitness equipment for all current centres and Witham Leisure Centre (when it opens in 2013);
- a mandatory variant bid under which (in addition to the service above) the bidders had to put forward proposals to increase the fitness capacity in the Braintree area with bidders funding the capital investment required, e.g. new fitness suite at Braintree swim centre.

The tenders were evaluated using the agreed methodology based on a price (60%) and quality (40%) ratio.

Bidders had to address a number of key outcomes in their proposals to ensure the contract supports the Corporate Priorities of the Council (Promote safe and healthy living and Support vulnerable people), such as tackling health inequalities, increasing participation in sport and recreation by adults, children and people with disabilities, providing training and employment opportunities for local people.

In addition to these benefits, the new contract delivers significant savings to the Council, the details of which are presented in the financial implications section of the report.

The outcome of the tender evaluation process is to recommend the award of the contract to Fusion based on its mandatory variant bid. This includes managing the Council's current leisure facilities (as above) and proposals to invest in new fitness suites and studios at Braintree Swim Centre and extend the fitness facilities at Braintree Leisure Centre.

Decisions:

1. To approve the award of the leisure contract to Fusion on the basis of its mandatory variant bid; contract to commence from 1st September 2012;
2. Cabinet supports a proposal to open discussions with the successful bidder in respect of the Council making a capital investment in the region of £1million to increase fitness capacity in Braintree.

Purpose of Decision:

To award the leisure contract to ensure continuity of service so the new contract starts in September 2012 when the current one ends.

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

Financial:

Comparison with current leisure budget

The leisure budget in 2012/13 was £1.315 million, which includes £890,000 to pay the annual contract management fee to DCL.

If the contract is awarded to Fusion based on its *mandatory variant bid*, the proposal will save the current management fee of £890,000 per annum over the next 10 years; *plus Fusion proposes to pay the Council £94,457 per annum* from year 1 (2012/13) over the next 10 years. This is based on Fusion paying for the capital investment required to improve fitness facilities at Braintree Swim Centre and Braintree Leisure Centre. Fusion proposes to complete this work in the autumn of 2013.

Capital Investment

Alternatively, the Council has the option of funding the capital required to pay for the building works to increase the fitness capacity at Braintree Swim Centre and Braintree Leisure Centre, as set out by Fusion in its mandatory variant bid. *If the Council funds the capital required (estimated to be in the region of £1million) then Fusion proposes to pay the Council an additional revenue payment of £129,505 per annum* from year 1 of the contract over 10 years. This option for the Council will be explored in post-tender discussions with Fusion.

However, the evaluation of the tenders was on the basis of bidders funding the capital works so 'like for like' scenarios were evaluated for both tenders received. If the Council opts to fund the capital, the outcome of the evaluation process does not alter, with the recommendation to award Fusion the contract.

Comparing new contract and current contract

In comparing the current contract costs and that of Fusion's bids, there has to be a note of caution because of the differences between the new contract and the current one. For example the new contract:

- is structured differently, e.g. the joint-use arrangements with schools are managed differently;
- does not include the management of Notley Sports Centre or the Witham bowls green (both are being transferred to local management);
- assumes that Bramston Sports Centre will only be in operation until the end of 2013 with the new Witham Leisure Centre being operated for nearly 9 years out of

	<p>the 10 year contract;</p> <ul style="list-style-type: none"> • Plus the mandatory variant bid also includes the development of new fitness facilities in the Braintree area which the current contract does not include or operate. <p>However, in the context of the points above, if we compare Fusion's <i>mandatory bid under which the Council pays Fusion £164,000</i> (to provide core service) with the current contract cost (£890,000 paid to DCL), the difference is £726,000. This difference can be explained in the headline figures below:</p> <ul style="list-style-type: none"> • VAT saving - £400,000 per annum; • Saving of closing Bramston and opening new Witham Leisure centre – approx £420,000 per annum. <p>If we then compare Fusion's <i>mandatory variant bid</i> in which they are proposing to pay the Council £94,457 per annum with their mandatory bid (charging the Council £164,000 pa), the difference of £258,000 per annum is explained by the projected income that Fusion expect to generate based on one significantly enhanced fitness facility at Braintree Leisure Centre and a brand new fitness facility at Braintree Swim Centre. It is the view of our leisure consultants that this income projection is realistic.</p> <p><u>Opening of Witham Leisure Centre</u></p> <p>Bidders were asked to cost for the operation of each leisure facility for each year over the life of the contract and so separate costs were provided for Bramston Sports Centre and Witham Leisure Centre. These costs were based on Bramston closing and the new centre opening in July 2013. However, it is now forecast that Witham Leisure Centre will not be open until the end of 2013 (due to issues on site which have required the resubmission of planning documents and further work on the tender process for the design and build contractor). There is no penalty payment associated with delays under the new contract, but there is a higher cost to operating Bramston Sports Centre for longer which could reduce the payment to the Council from Fusion. There is a mechanism set out in the contract to calculate this cost and this will need to be finalised with Fusion in post-tender discussions. However, this needs to be set in the context of the significant savings already proposed.</p> <p>In the medium-term financial strategy for the Council, a saving of £300,000 has been forecast in 2013/14 with the closure of Bramston Sports Centre and the opening of the new Witham Leisure Centre. This was on the assumption that some savings could be made on new contract and the new centre is smaller, modern and more cost-effective to operate. The outcome of this tender significantly exceeds this forecast in terms of financial savings in future years.</p>
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Grounds Maintenance

In year 2 of the contract (2013/14) the saving to the Council may increase further because the grounds maintenance cost will transfer to Fusion and this has already been included in their proposed bid. In year 1 the grounds maintenance of the leisure centres will continue to be done by the Council's Operations Service paid by the leisure service budget. In year 2, control of the grounds maintenance work transfers to Fusion and can be market tested. The Operations Service will be asked to tender for this work in a competitive process. Further work is being carried out to quantify the potential impact to the Council should the Operations service be unsuccessful in its tender

Joint-Use Agreements with Schools

In addition, under the new contract, money paid by schools to use the leisure facilities (under the joint-use agreements) will now be paid directly to the Council. This covers both revenue and capital contributions. This is a change from the current situation where the contractor invoices the schools and will enable the Council to manage the joint-use agreements more effectively. Negotiations are continuing with the schools and Essex County Council and the final agreement will improve the financial position for the Council.

Pensions

Pension arrangements for contract staff are set out in Fusion's tender. The pension proposals are a combination of the Essex Local Government Pension Scheme (LGPS) for staff already members of the LGPS and a good quality, defined contribution scheme for other staff. In relation to the LGPS, Fusion has proposed a risk sharing approach with the Council. The Council has commissioned the LGPS Actuary to carry out a financial evaluation and risk assessment of this scheme. The final pension arrangements between the Council and Fusion will be agreed in post-tender discussions.

Final Financial Position on Leisure

The detail above provides an overview of the savings to the Council through this new contract, but also identifies some variables (e.g. pension arrangements, operating Bramston Sports Centre for an extra period and option of Council funding capital for new fitness facilities) that will be confirmed in post-tender discussions. There are also discussions to be facilitated between the new operator and DCL to ensure a smooth transfer, plus the final financial position to be agreed with DCL at the end of their contract, e.g. settling existing joint-use agreements with schools. Therefore, the final financial position of the leisure service will be reported to Members at a later date through the medium-term financial

	strategy.
Legal:	<p>Legal services have been involved throughout the procurement process with legal expertise given by in-house services and external legal firm Walker Morris (previously appointed).</p> <p>The Council has a legal obligation to ensure that Fair Deal pension protection is given to Original Transferring Employees; these are staff that transferred originally from the Council to DCL when the leisure service was externalised in 2002. Both tenders met this obligation.</p> <p>Detailed terms and conditions have already been drafted as part of tender documents, but post-tender there will be some final drafting required to cover the final pension arrangements and the agreed terms of the investment and building works to increase the fitness capacity in the Braintree area as proposed in Fusion's mandatory variant bid.</p> <p>Under the Constitution Article 16 – Finance, Contracts and Legal Matters (section A16.2.2), the Corporate Director will agree and sign the final contract in consultation with the Head of Governance.</p> <p>A ten day Standstill Period will apply if Cabinet agree to award the contract.</p>
Equalities/Diversity	<p>The new leisure contract will adhere to the Council's equality and diversity policies; an equality impact assessment will be carried out on any changes to policies and service levels under the new specification.</p> <p>To support the Council's Priority of 'Support vulnerable people in our community', the new contract is focused on delivering better outcomes for all our customers, but in particular ensuring that the new operator offers a broad and inclusive programme to address key equality issues identified in relation to health inequalities, hard to reach and socially excluded groups, older people and people with disabilities. This will be closely monitored by the Council.</p>
Customer Impact:	<p><u>Core Prices</u></p> <p>From 1st April 2012 (following price increases in line with inflation) core prices have been capped until September 2013. This means there will be no change to these core prices at the start of the new contract. Core prices relate to activities and services which are predominantly 'pay and play' activities (casual use) such as public swimming, casual badminton sessions and hire of pitches. Throughout the contract, the Council will be in control of core prices to ensure only reasonable, inflation linked increases are permitted.</p>

Fitness Facilities

The investment in a new fitness suite and studios at Braintree Swim Centre and extending the fitness facilities at Braintree Leisure Centre will significantly improve the leisure service on offer to customers living and working in the Braintree town area as the current fitness facility at Braintree Leisure Centre is small and has limited use for the public as it is shared with the school. This expansion will ensure greater opportunity for the community to use this facility at all times of the day. The fitness suite and studios on offer at Bramston Sports Centre (and Witham Leisure Centre when open) and Halstead Leisure Centre are already much larger and more modern.

Under the new contract, the operator will have to provide **new fitness equipment at all centres**, making the facilities more attractive and modern for our customers across the district. The equipment they will provide will be IFI (inclusive fitness initiative) accredited giving greater access to fitness equipment for people with disabilities.

The use of fitness suites and gym equipment does not come under casual use because of the need to have proper induction processes in place before people can use these facilities and equipment.

It is proposed that a fitness membership system will be in place, but the current leisure card concessions scheme will be expanded and promoted, making all of the centres' facilities inclusive to disadvantaged groups. The times of use for the leisure card are to be explored and expanded further. There is also the opportunity for all the centres to be open on bank holidays (excluding Christmas, Boxing Day and New Years Day).

The new contract will include a number of **key performance indicators** that the Council will use to manage performance, especially in terms of customer service, e.g. cleanliness, compliments or complaints, satisfaction rates, footfall, customer groups etc.

General bookings will continue to be taken by DCL and handed over to the new operator to honour while they establish themselves at the sites and clubs with block bookings will have these bookings honoured for the first twelve months of the new contract.

During the **mobilisation period** (mid-may to August), the Council will work closely with the new operator and DCL to ensure there is a smooth handover between contractors and to ensure that the quality of service remains high with minimum disruption to customers.

Environment and Climate Change:	<p>In the tender documentation, bidders were required to meet either the Eco-Management and Audit Scheme (EMAS) and/or ISO14001, an environmental management standard.</p> <p>Fusion is proposing to implement the ISO14001 standard across the contract and achieve the Carbon Standard at all sites too; this publically show their commitment to carbon reduction and energy management.</p> <p>The new contractor takes the utility consumption risk to incentivise them to manage the facilities as efficiently as possible. The utility cost risk is shared between the Council and contractor, with the contractor paying for utility costs (except at Braintree Leisure Centre where the Council pays the school) including annual indexation increases, but increases over and above that are at the Council's risk.</p>
Consultation/Community Engagement:	<p>A leisure bulletin is produced by the Council and regularly circulated to all stakeholders including sports groups and clubs, leisure staff, councillors, parish and town councils. These bulletins will continue throughout the mobilisation period ensuring key stakeholders are kept informed about the transition.</p> <p>The new contract focuses on a range of outcomes as set out in the report (section 3.1) including contributing to the improvement of community health and tackling health inequalities. These outcomes have been addressed by Fusion in its bid and for their ideas and actions to be delivered on the ground, they will be engaging with communities, schools and groups. There will also be community and customer forums at each facility and the introduction of open air activities which will be linked to our facilities, but operated in new environments, e.g. parks and open spaces.</p>
Risks:	<p>There is a Risk Register managed as part of the project management process for leisure. In relation to the new contract the following risks have been identified with mitigation actions too:</p> <ul style="list-style-type: none"> • New contractor does not perform well and customer service is affected – bidders have been through a rigorous procurement process with previous performance and quality of bids assessed and references taken up; performance will be monitored by the Council on a monthly basis to help develop the service, but also spot any early warning signs of service dropping below acceptable standards. • Income assumptions prove to be wrong and financially the new contract fails – there has been detailed analysis of the bids using external and internal expertise to carry out checks on the financial part of the tenders; • Building works proposed at Braintree Swim Centre (BSC) and/or Braintree Leisure Centre (BLC) to

	<p>increase the fitness capacity cost more than estimated, or there are technical problems that mean the full plans cannot be implemented affecting income projections – the Council had already completed an options report on plans to improve BSC and BLC which was shared with the bidders and Fusion has also carried out its own initial technical and financial assessment in preparation for the mandatory variant bid.</p> <ul style="list-style-type: none"> • Discrepancies and issues arise during the due diligence process that Fusion will carry out ahead of final staff (TUPE) transfer on 1st September 2012 – detailed staff information was shared with bidders (on an anonymous and confidential basis) as part of tender process. • The final pension arrangements cannot be agreed between the Council and Fusion or the contribution rates increase – in its tender Fusion proposed a risk sharing approach with the Council to manage the LGPS scheme; the Council has commissioned an Actuarial assessment of the proposals, contribution rates and risks. • Delays in opening the new Witham Leisure Centre mean that Bramston Sports Centre will need to be operated for longer and at a higher cost. This could reduce the payment from Fusion to the Council in 2013 – there are no penalty payments associated with any delay, but there is a mechanism in the contract to calculate the difference between the cost to operate Bramston on a daily basis compared to the new centre and this has a financial impact on the Council with a possible reduced payment from Fusion. • VAT benefits are not as high as first modelled – initial VAT advice has been received from specialised financial advisors; a more detailed assessment will be carried out; • The contract ends early and the Council has to retender and make alternative service arrangements – the option of a performance bond (value of £75k) was explored as part of the procurement, but is not recommended due to the high annual cost; the Council will make other arrangements to manage this risk and cost if the situation arose.
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1. Scope of New Contract - Leisure Facilities

1.1 The new leisure contract includes the management of the following facilities:

- Halstead Leisure Centre*
- Braintree Swim Centre;
- Braintree Leisure Centre*;
- Bramston Sports Centre (until Witham Leisure Centre opens)
- Witham Leisure Centre (due to open 2013)
- Bramston sports ground* (artificial training pitch, changing rooms and grass pitches)

* joint-use agreements in place with schools.

1.2 It is the intention of the Council to transfer back to Notley High School the management of Notley Sports Centre and negotiations are progressing with the school. The building itself has already transferred from the County Council to the school when it became an Academy. The Mills Lane Bowls Club has been successfully transferred to the local bowls club.

1.3 Bidders were also made aware of the current joint-use agreements between the Council, Essex County Council and certain schools to give schools access to the leisure facilities during term-time and school hours. The operational arrangements will be part of the contract, but the financial arrangements are separate and between the school and Council only. Other schools outside of any joint-use agreements use the leisure facilities on a 'pay and play' basis.

2. Tender Process

2.1 The procurement for the new leisure contract commenced with an advert to the market in August 2011, the submission of pre-qualification questionnaires (PQQs) in September; shortlist of bidders in October; invitation to tender issued in November and tender submissions received in February 2012.

2.2 The Council received 11 PQQs; after evaluation of these a report was taken to the Leisure Project Board in October 2011 and six bidders were invited to tender. On the tender submission date of 17th February 2012, two tenders were received. The four bidders that withdrew from the process gave reasons for this, mainly to do with their ability to resource the bid due to competing demands on their bidding teams or winning other contracts during the process. None of them had any concerns or negative feedback on the procurement process and timetable or the Council's approach and facilities.

3. Outcomes from New Contract

3.1 Bidders had to address eight key outcomes to ensure the contract supports the Corporate Priorities of the Council 2012 -16 and Annual Plan. These outcomes are below and the bids were scored on the responses to these:

- Increasing adult participation in sport and recreation;
- Increasing participation by children and young people in high quality sport;
- Developing opportunities for children and young people to engage in volunteering activities;
- Developing participation in sport and recreation amongst hard to reach and socially excluded groups;

- Developing participation in sport and recreation by older people (60+);
- Developing participation and providing opportunities for people with disabilities;
- Contributing to the improvement of community health and the tackling of health inequalities;
- Providing training and employment opportunities for local people.

3.2 In its bid, Fusion addressed each of these outcomes with examples of how it will meet the Council's requirements. Some of the key points are outlined below:

- Dedicated sports and community development resource to engage positively with the local communities around the leisure facilities;
- Strong focus on effective feedback from customers, staff and relevant stakeholders to keep programmes continually under review so they are innovative and interesting enough to attract new users and retain existing customers;
- Strong track record in partnership working with local and national sporting organisations and non-sporting organisations;
- Marketing campaigns to engage people and increase participation;
- Strong customer relationship management with various initiatives such as customer forums, mystery visits, national benchmarking scheme, non-user surveys and manager 'open door' days;
- Programming suggestions to increase participation by children and young people in high quality sport such as junior dodgeball, youth games and competitive sports, dance-based group activities, youth social events, extreme golf and attractive holiday programmes;
- Experience in developing participation in sport and recreation in under-represented groups such as women and girls, older people, people on low incomes and people with disabilities;
- Proactive engagement with the local community, partnering with others, offering the right programmes at the right price with leisure card schemes and developing outreach programmes, e.g. 'Outdoor Active' with open air sessions in parks and open spaces;
- Tackling health inequalities by working with health organisations, GP referral schemes, healthy eating and nutrition courses, weight management, dance and yoga and parent and child activities.

3.3 Bidders were required to submit two bids:

- a mandatory bid to manage the leisure facilities (in section 1) with the provision of new fitness equipment for all current centres and Witham Leisure Centre;
- a mandatory variant bid in which (in addition to the service above) the bidders had to put forward proposals to increase the fitness capacity in the Braintree area with their own capital investment.

Bidders also had the option to submit a contractors bid, but this was optional and none were received.

3.4 The mandatory variant bid was developed as a result of the previous review that had been carried out on the Council's leisure facilities and service in 2011 which identified the need in the Braintree town area for increased fitness suite capacity to improve the leisure service to customers and generate income. To

test the private sector's view of this proposal, bidders were asked to submit their ideas and investment plans in a mandatory variant bid.

4. Tender Evaluation

- 4.1 The evaluation of the tenders is a combination of quality and price, based on an agreed ratio of price 60%; quality 40%. Bidders were required to meet minimum scores in key areas, e.g. health & safety, technical capability, to ensure the quality of service.
- 4.2 In April 2011, the Council appointed leisure consultants Torkildsen Barclay to work closely with the Council's project team and provide additional capacity, expertise and experience to the project.
- 4.3 The quality of the tenders was evaluated by the Council's project team with assistance from other staff who added expertise to the team when assessing the bids against certain outcomes, e.g. employment and training opportunities for local people.
- 4.4 Financial due diligence checks were carried out by the Council's financial staff; however the detailed evaluation of the finances of the tenders were carried out by Torkildsen Barclay, assessing such elements as income assumptions, staffing levels and costs, management costs and profit levels.
- 4.5 The two tenders received were evaluated using the approved methodology and the price:quality ratio . The mandatory bid and mandatory variant bid were evaluated for both tenders.
- 4.6 Table 1 (in the confidential Appendix A) sets out the results of the quality evaluation of the bids against the evaluation criteria and outcomes; the scores are weighted.
- 4.7 In the quality section, Fusion met all the minimum scores and for the majority of the criteria, the standard was good, high or exceptional.
- 4.8 Table 2 (in confidential Appendix A) sets out the financial bids received from both tenderers.
- 4.9 The quality and financial evaluation scores are then combined (with weighted scores applied and using price/quality ratio). Table 3 (in confidential Appendix A) sets out the results in detail. The highest scoring tender received 27.10% on quality and 59.5% on price. This combination gave the winning tender a score of 86.6% and was the mandatory variant bid submitted by Fusion.
- 4.10 Fusion's mandatory variant bid is based on building a new fitness suite and associated facilities (e.g. changing rooms, studio) at Braintree Swim Centre and extending the fitness suite and studio capacity at Braintree Leisure Centre. The proposal is to complete the works in autumn 2013.

5. Recommendation

Based on the above, it is recommended to Cabinet that Fusion be awarded the leisure contract on the basis of their mandatory variant bid, to commence on 1st September 2012.

6. Background to Fusion

- 6.1 Fusion is an independent registered charity and company limited by guarantee that was established in 2000. Its primary objectives are to provide sport and active leisure facilities and services in the interests of social and physical welfare. It is based in Southwark, London.
- 6.2 The company is regulated by the Charity Commission, registered at Companies House and has a voluntary board consisting of professional people committed to community services. All income resources are put back in to developing, extending and improving the services they provide.
- 6.3 Fusion has 16 partnerships including local authorities, schools, colleges and other public sector organisations such as:
- City of London Corporation
 - Charnwood Borough Council
 - London Borough of Croydon
 - London Borough of Enfield
 - London Borough of Hillingdon
 - London Borough of Hounslow
 - London Borough of Lambeth
 - Mole Valley District Council
 - London Borough of Lewisham
 - National Badminton Centre – the National Governing Body for the sport
 - Oxford City Council
 - London Borough of Southwark
 - Tunbridge Wells Borough Council
 - Watford Borough Council
 - Wycombe District Council
- 6.4 Fusion currently manages 60 leisure centres, which incorporate:
- 45 swimming pools, incl. 50m indoor; wave; flumes; movable floors & booms; outdoor; diving etc
 - 25 sports halls
 - 40 health and fitness centres
 - ice rink
 - watersports centre
- 6.5 Their annual turnover is £34 million and the contract will be direct with Fusion. More information on Fusion can be found at <http://www.fusion-lifestyle.com/>

Expansion of Weekly Food Waste Service and Introduction of Four Day Working Week		Agenda No: 9a
Corporate Priority: Place Portfolio Area: Waste Management/Recycling Report presented by: Cllr Mrs Wendy Schmitt Report prepared by: Paul Partridge, Head of Operations and Richard Bisset, Interim Manager, Operations		
Background Papers:		Public Report
Cabinet 7 June 2009 – Waste Inter-Authority Agreement.		
Options		Key Decision: Yes
Option 1 – Extend the Weekly Food Waste Service to a further 16,500 households with effect from September 2012. Option 2 – As Option 1 plus introduction of a four-day working week with effect from June 2013.		
Executive Summary: This report sets out proposals to drive forward further improvements in the Council's refuse and recycling services in line with the Annual Plan objective for 2012/13 to encourage households to produce less waste and recycle more, whilst ensuring services continue to be fit for purpose and offer value for money. Food Waste The weekly food waste collection currently serves around 40,000 properties (60% of households) within the District. It is proposed to increase this by a further 16,500 properties from September 2012, funded from revenue allocated by Essex County Council under the Waste Inter-Authority Agreement, which makes provision to fund a weekly food waste collection service over a 25-year period. The extension will see our recycling performance increase by 1% in 2012/13 (half year impact) and by a further 1% the following year, bringing the District's overall recycling performance to 60% in 2013/14. This supports the Essex Joint Municipal Waste Strategy to recycle 60% of waste across the County by 2020. These changes also pave the way for a four-day working week, which will deliver further benefits from June 2013.		

Four Day Working Week (FDWW)

Over the past few years, some 30 local authorities have reviewed their collection arrangements and introduced a compressed working week for their refuse and recycling operations. The most common of these is a four-day week (Tuesday to Friday) which results in greater service efficiency, improved customer satisfaction and better value for money through savings in vehicles and labour (no need to work a day late after Bank Holiday Mondays, thus avoiding disruption and inconvenience to customers).

The food waste expansion needs to be fully implemented before the four-day working week can be introduced, as the collection routes will simply not be compatible. In tandem with this, the collection of all side waste within the District should cease, as this will have an adverse impact on the operation in terms of vehicle capacity and the ability to complete routes. It also conflicts with the Council's policy of diverting as much waste as possible from landfill.

Overall, these proposals demonstrate continuous improvement and will bring financial and economic advantages that will benefit the Council and its residents in the future.

Decision:

- 1) To extend the food waste service to approximately 16,500 households from September 2012.
- 2) To support the proposals for the introduction of a Four Day Working Week (FDWW) commencing June 2013, cease collecting excess (side) waste, and agree to take forward formal consultation on the FDWW with Trades Union and staff in accordance with the Council's Management of Change procedures.

Purpose of Decision:

- To improve access to recycling services for another 16,500 households.
- To further reduce waste to landfill and meet internal/external recycling targets.
- To maximise operational efficiency and cost effectiveness of the waste collection service.

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

Financial:

Option 1 - Extend the Weekly Food Waste Service by 16,500 properties

The existing food waste service is funded from annual revenue of £600k (indexed linked) allocated by ECC under the Waste Inter-Authority Agreement (IAA)

Based on the operational expenditure incurred during the first six months of operating the new food waste service an annual under-spend of £115k to £120k is expected. ECC has agreed in principle that the surplus revenue (under-spend) can be retained and used by BDC to improve our recycling service. However

	<p>formal approval of the change to our Service Delivery Plan will be required as part of the IAA Ad hoc Review Process. Therefore the additional cost of extending the weekly food waste service by a further 16,500 properties can be absorbed within the original revenue allocated by ECC.</p> <p>In 2012-13 there will be one-off capital costs of £124k (vehicle and containers), which can be funded by converting some of the revenue to capital and repaying it over a four year period. From 2017/18 the annual revenue under-spend will be in the region of c£60k which should be accrued to fund replacement vehicles, as under the terms of the IAA there is no guarantee that ECC will automatically meet these costs.</p> <p>Option 2 - As Option 1 plus Introduce a Four Day Working Week</p> <p>By introducing a FDWW from June 2013, indicative savings in the region of £90k - £100k could be realised. This is based on initial modelling and internal financial assessment of the current operating budget. Further re-routing will be undertaken to determine the actual savings, taking into account one less vehicle, savings on staff costs including overtime, less Agency Staff required to cover holidays and sickness and an anticipated reduction in fuel costs.</p> <p>In order to communicate the changes to customers, a comprehensive communication plan needs to be implemented in 2012-13. The total cost at £1.00 per property (national best practice) is £58k. This is currently unbudgeted, but can be met from Operations under-spend in 2011-12, subject to approval.</p>
Legal:	Proposals are in accordance with the Council's obligations under the Waste Inter Authority Agreement with Essex County Council.
Equalities/Diversity	Equalities Impact Assessment to be carried out in relation to ceasing collections of side waste.
Customer Impact:	<p>Extension of Weekly Food Waste Service to a further 16,500 households</p> <ul style="list-style-type: none"> 90% of households will now receive a food waste collection service. (The remaining 10% are properties where the collection of food waste is deemed impractical i.e. flats, multi-occupancy properties.) Improved customer satisfaction due to weekly collection of food waste. <p>Four Day Working Week</p> <ul style="list-style-type: none"> No delay in collections after Bank Holiday Mondays (currently operates one day late). Indirectly benefits customers as less vehicle movements (and thus hold-ups) on estate roads etc during the week.

	<ul style="list-style-type: none"> • There will be some initial impact on customers as collection days will change and it will be necessary for customers to familiarise themselves with the new arrangements. • Better value for money to Council Tax Payer.
Environment and Climate Change:	Proposals contribute to the Council's 'Clean and Green' agenda.
Consultation/Community Engagement:	Community engagement included within proposals. Full consultation with staff and Unions to be conducted in accordance with Council policy.
Key Risks:	<ul style="list-style-type: none"> • Opening and closing times of the waste disposal points may differ from those required under the FDWW. • Initial increase in calls to the Customer Service Centre as customers familiarise themselves with the new arrangements. • FDWW increases the risk of non-completion of routes in the event of breakdowns and a longer working day. • Older members of Staff may have difficulty adjusting to working longer hours over a four day period. • Potential shortfall in funding to replace new vehicles in six years' time (subject to discussion with ECC) as detailed above.
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1.0 Purpose of Report

This report outlines proposals to extend the food waste collection service in September 2012 to a further 16,500 households in the District; and to compress the current five-day working week for refuse and recycling services into four working days starting in June 2013.

2.0 Background

In 2011/12 Braintree received 'one off' capital of £472k and annual revenue of £600k from ECC under the Waste Inter-Authority Agreement (25 year agreement) to provide a weekly food waste collection service.

The new service was rolled out to 40,000 households on 1 September 2011. This came in under budget, achieved high levels of customer satisfaction, diverted over 1,500 tonnes of food waste from landfill and has increased our recycling performance by 2% (half year impact) to 56% in 2011/12. A further 2% improvement is expected in 2012/13.

3.0 Current Position

The budgetary under-spend presents an opportunity to extend the service to other accessible households in the District. This is expected to divert an additional 1,200 tonnes of food waste from landfill each year and increase our recycling rate by a further 2%, bringing our overall recycling performance to 60% in 2013/14 and putting BDC amongst the best performing Councils in Essex.

4.0 Proposals

4.1 Phase 1: Extend the food waste service to a further 16,500 households in September 2012 using the original funding allocated by ECC. This will require £124k revenue to be converted to capital to pay for vehicles and containers, repayable over a four year period up to 2016/17.

The extension will provide a consistent and uniform level of service across the District, which, in turn, offers an opportunity to deliver further financial efficiencies within Operations.

4.2 Phase 2: Introduce a FDWW with effect from June 2013, subject to consultation with staff and Unions. Initial discussions with the GMB Trade Union and staff have been positive and further discussions are welcomed.

If this proposal is approved by Members, it will be imperative to stop collecting excess (side) waste, as this will fill vehicles quicker and increase trips to disposal points beyond what is optimal. More particularly, it increases the risk of routes not being completed and projected savings and recycling performance not being achieved.

The current situation is perceived as unfair by some customers who see the Council removing excess waste from householders who make little or no effort to recycle their waste, when they themselves take the trouble to comply with the scheme. It is therefore proposed that, with effect from 1 June 2013, we will stop collecting excess waste.

5.0 Communication Plan

In addition to the food waste expansion, which will involve direct communication with 16,500 customers, will also need to be advised about the FDWW. Based on previous experience, the most effective method of communication is by way of a leaflet drop, which is in line with national best practice. To facilitate this, 'one off' funding of £58k will be required, which can be met from under-spends in 2011/12, subject to approval.

6.0 Key Benefits

If approved, the proposals will ensure consistency of service provision across the District, with over 90% of households receiving a food waste collection; our overall recycling performance is expected to increase to 60% in 2013/14; and customer satisfaction will improve as a result of having a weekly collection of food waste.

The Four Day Working Week (FDWW) will improve efficiency, generate savings, minimise service disruption over bank holidays and provide a better work/life balance for staff.

Together, the proposals will realise efficiency savings in the region of £90k - £100k during the first year of operation.

Overview and Scrutiny Committee - Scrutiny of Transport and Access to Health Services Across the District		Agenda No: 11a
Corporate Priority: Everyone can enjoy a healthy lifestyle Report presented by: Councillor Dr Evans, Chairman, Overview and Scrutiny Committee Report prepared by: Alastair Peace, Member Services Manager		
Background Papers:		Public Report
Options:		Key Decision: No
Executive Summary: <p>The Committee has scrutinised transport links and accessibility to health services across the district as a key part of its work programme for 2011-12.</p> <p>At its meeting on 19th April, Full Council considered the Committee's report and referred it to Cabinet.</p> <p>The review has been timely given the significant changes occurring within the National Health Service most notably, the Health and Social Care Bill and the development of Clinical Commissioning Groups (CCGs).</p> <p>As part of its review, the Committee has conducted scrutiny review meetings with several invitees including health service providers, community groups representing health services users, GPs involved in the local commissioning clinical services group, and transport providers.</p> <p>The Committee believes the Council's Community Transport Service is beneficial to certain groups of people in the district and recommends that the Council reviews how it might further promote the availability of the Service to those groups.</p> <p>The Committee welcomes the introduction of the joint Braintree District Council – Essex County Council pilot Hospital Hopper service. The service has the potential to improve transport to hospital in the district and the Committee, therefore, supports efforts to publicise the service and to achieve a sustainable service.</p> <p>Whilst welcoming the Hopper Service, the Committee encourages Essex County Council to explore the expansion of the Service to include more areas in the North of the district, transport to Colchester General Hospital, and also considers, together with Suffolk County Council, the expansion of Hopper Routes to the West Suffolk General Hospital.</p> <p>The Committee notes that the procurement of a proposed Essex County Council and</p>		

Essex PCTs County wide Health and Adult Social Care Transport and One Stop Call Centre Services has been aborted as the tenders received were either non-compliant or unaffordable. The concept of a joint service appears sound and the expectation of achieving savings whilst delivering an effective service seems reasonable. As the service could improve transport to health services for people in the district, the Committee therefore supports a review of the proposed service by Essex County Council and Essex PCTs and hopes that a solution can be found to enable the provision of the service.

The development of CCGs will result in fundamental changes to the way the NHS operates. The Committee believes the CCGs, together with the NHS Quality, Innovation, Productivity and Prevention (QIPP) agenda (the agenda aims to achieve value for money and the best possible quality in order that patients get the greatest benefit), present major opportunities to redesign the delivery of services and to increase managing the health needs of patients in communities. The Committee, therefore, supports the Mid Essex CCG's proposals to increase the delivery of more health services locally.

The Committee recognises the value of Village Agents in identifying and supporting those vulnerable people in their communities and therefore recommends that Essex County Council be encouraged to continue the Village Agent service

One of the GPs attending a meeting of the Committee has as a personal long term vision of establishing a joint polyclinic in Witham with clinic rooms that consultants might use. The Committee supports this vision and recommends that the Council gives consideration to reviewing its available land in Witham with a view to identifying a site for the provision of additional health services in Witham.

The Committee also encourages NHS Mid Essex PCT to commission or otherwise develop the provision of out-patient services in Witham possibly using the Oncology Services that has been in place at Douglas Grove Surgery, Witham, as a model.

The Committee also encourages NHS Mid Essex PCT to develop its proposed "Care Home Dashboard" to provide information on care home use of hospital services with the potential to assist in moving towards more efficient use of hospital services by care homes.

The Committee has recommended to Cabinet that:

1. The Council encourages NHS Mid Essex PCT to commission or otherwise develop the provision of out-patient services in Witham possibly using the Oncology Services that has been in place at Douglas Grove Surgery, Witham, as a model.
2. The Council works in partnership with NHS Mid Essex to develop the provision of further GP – led community based patient services in Witham such as minor surgery and diagnostics, and that the Council reviews its available land in Witham with a view to identifying a site for the possible provision of those services.
3. The Council reviews how it might further promote the availability of the Community Transport Service.
4. The Council encourages Essex County Council and Essex PCTs in their efforts to review the proposed provision of an Essex wide Health and Adult

Social Care Transport and One Stop Call Centre Services with the aim of finding a suitable cost effective way of providing the service.

5. Essex County Council explores the expansion of the Hospital Hopper Service to include more areas in the North of the district, transport to Colchester General Hospital and also considers, together with Suffolk County Council the expansion of Hopper Routes to West Suffolk General Hospitals.
6. The Mid Essex Clinical Commissioning Group be supported in its proposals to increase the delivery of more health services locally in the district including chiropodist, orthotics and podiatrist services.
7. NHS Mid Essex PCT be encouraged to develop their proposed “Care Home Dashboard” to provide information on care home use of hospital services with the potential to assist in moving towards more efficient use of hospital services by care homes and in turn, allow more home residents to avoid hospital visits and remain in familiar surroundings.
8. The Committee recognises the value of Village Agents in identifying and supporting those vulnerable people in their communities and therefore recommends that Essex County Council be encouraged to continue the Village Agent service.

Decision:

Cabinet is invited to consider the Overview and Scrutiny Committee’s recommendations and to determine a response.

Purpose of Decision:

To consider the Overview and Scrutiny report on Transport and Access to Health Services across the District.

Corporate implications	
Financial:	None
Legal:	None
Equalities/Diversity	Consultation has been carried out with various health service user groups.
Customer Impact:	The aim of the study is to improve transport links and accessibility to health services for residents across the district.
Environment and Climate Change:	None
Consultation/Community Engagement:	Consultation has been carried out with relevant internal and external stakeholders eg. NHS Mid Essex, GPs, health user groups, and community and public transport service providers.
Risks:	Not applicable
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Executive appointments of Representatives to serve on Partnerships, Panels and Boards		Agenda No: 12a
Corporate Priority:	Partnership & Overall Corporate Strategy and Direction.	
Report presented by:	Cllr G Butland, Leader of the Council	
Report prepared by:	Allan Reid, Chief Executive	
Background Papers: None		Public Report
Options: To appoint or not to appoint in accordance with the schedules		Key Decision: No
Executive Summary:		
Each year in accordance with Council Policy, the Cabinet makes a series of appointments to Partnerships, Panels and Boards that have been identified as partners in regional/county policymaking. The list of Partnerships, Panels and Boards is set out in this report and nominations will be notified at the meeting.		
Decision:		
To agree appointments to the list of Partnerships, Panels and Boards set out in the schedule.		
Purpose of Decision:		
To develop and promote the public services agenda through effective partnership working with other public sector organisations.		

Any Corporate implications in relation to the following should be explained in detail	
Financial:	None
Legal:	Persons nominated by the Council to sit on external organisations (Partnerships, Panels and Boards) will be afforded an indemnity and will be issued with guidance on the duties and responsibilities associated with appointments.

Equalities/Diversity	None
Customer Impact:	None
Environment and Climate Change:	None
Consultation/Community Engagement:	None
Risks:	Persons appointed to any external organisation (Partnerships, Panels and Boards) must act in the interests of that body and exercise independent judgment in making decisions. Representatives may have regard to the interests of the Council, but this should not be the overriding consideration. The overriding responsibility is to avoid a conflict of interest situation.
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SCHEDULE OF EXECUTIVE APPOINTMENTS OF REPRESENTATIVES TO SERVE ON PARTNERSHIPS, PANELS AND BOARDS

Name of Organisation/Partnership Board	Current Appointments 2011/12	Name of Nominee(s) for year 2012/13	Reason for appointment
Braintree District CAB Management Board	Cllr Mrs Sutton	Cllr Mrs Sutton	Funding
Braintree District Museum Study Centre Trust Ltd – Corporate Trustee	Cllr Siddall	Cllr Siddall	Funding
Braintree District Voluntary Support Agency	Cllr Mrs Howell	Cllr Mrs Howell	Funding
BEAU/BDS NEWCO Formally Braintree Enterprise Units Managing Body and Business Development Services (North West Essex) Ltd	Mr N R HO Harley (BEAU) Cllrs Lady Newton and McKee (BDS)	Cllr Siddall Cllr McKee	Strategic
Community Housing Investment Partnership Board (CHIP)	Cllr Butland, Lady Newton and Mrs Schmitt	Cllr Butland, Cllr Lady Newton Cllr Mrs Schmitt	Funding
Community Safety Partnership (previously R.A.G)		Cllr Schmitt	Strategic
Great Notley Country Park - Joint Governance with ECC	Cllrs Mrs Schmitt	Cllr Mrs Schmitt	Funding
Inter-authority Working Group (Waste)	Cllr Mrs Schmitt	Cllr Mrs Schmitt	Funding
Joint Committee - Parking Service (with Colchester & Uttlesford)	Cllrs Mrs Schmitt and Mitchell	Cllr Mrs Schmitt Cllr Mitchell	Funding/ Strategic
Leisure Partnership Consultative Board	Cllrs Mrs Beavis and Tattersley	Cllr Mrs Beavis Cllr Tattersley	Funding
Local Government Information Unit	Cllr Mrs Beavis	Cllr Mrs Beavis	Funding
Police and Crime Panel (Shadow)	----	Awaiting details of composition.	Strategic
South Anglia Group	Cllrs Lady Newton	Cllrs Lady Newton	Strategic
Stansted Airport Consultative Committee	Cllr Swift	Cllr Swift	Strategic

Essex County Council Partnerships – Appointments

Name of Organisation/Partnership Board	Current Appointments 2011/12	Name of Nominee(s) for year 2012/13	Reason for appointment
Essex County Council Partnership – Locality Board		All Cabinet Members	Funding/ Strategic
Highway Panel	New Partnership Panel	Subject to a report to this meeting of Cabinet.	

Local Government Association – Appointments

Name of Organisation/Partnership Board	Current Appointments 2011/12	Name of Nominee(s) for year 2012/13	Reason for appointment
Local Government Association General Assembly	Cllr Butland	Cllr Butland	Funding
East of England Local Government Association (EELGA)	Cllr Butland	Cllr Butland	Funding
District Council Network		Cllr Bebb	Funding
Local Government Association Rural Commission	Cllr Mrs Beavis	Cllr Mrs Beavis	Funding
Local Government Association Urban Commission	Cllr Bebb	Cllr Bebb	Funding

Removed from list:

Name of Organisation/Partnership Board	Current Appointments 2011/12	Reason for removal
Braintree Enterprise Units Managing Body	Mr N R HO Harley	New Company
Business Development Services (North West Essex) Ltd	Cllrs Lady Newton and McKee	New Company
Growth Fund Board	Cllr Butland	Not Met
Waste Member Partnership Board	Cllr Mrs Schmitt	Combined with Inter-Authority Member Group

Cabinet Member Decisions made under Delegated Powers	Agenda No: 13b
Portfolio Area:	
Report presented by: Not applicable – For noting only	
Report prepared by: Emma Wisbey, Local Governance Manager	
Background Papers:	Public Report
Cabinet Decisions made by individual Cabinet Members under delegated powers (signed copies retained by Member Services)	
Options:	Key Decision: No
For noting only	
Executive Summary:	
All delegated decision taken by individual Cabinet Members are required to be published and listed for information on next Cabinet Agenda following the decision.	
Since the last Cabinet meeting the following Cabinet Members have taken delegated decisions:-	
Councillor Wendy Schmitt – Cabinet Member for Environment - Decision taken on 14th February 2012	
To agree and approve the increase in Trade Waste Charges from 1 st April 2012 to 31 st March 2013 as follows:-	
<u>Main Customers</u>	<u>Schedule 2 Customers</u>
240L £ 250.00	240L £ 212.00
360L £ 325.00	360L £ 268.00
770L £ 493.00	770L £ 370.00
1100L £ 668.00	1100L £ 491.00
Salvage (2) £ 800.00	Salvage (2) £ 556.00
Salvage (4) £ 1,600.00	Salvage (4) £ 1,112.00
Paper £ 275.00	Paper £ 275.00
<u>Blue Sacks</u>	Price per sack £ 1.75
<u>REASON FOR DECISION:</u>	
The Council is required to pay an annual increase in the cost of landfill tax to Essex County Council for the disposal of Trade Waste. This is an externally imposed charge that the Council has no control over. It is necessary to reflect	

the increase cost of landfill tax in the Council's charges for its Trade Waste service from 2012-13 and the revised charges are set out above.

Cabinet Decisions made by individual Cabinet Members under delegated decisions can be viewed on the Access to Information page on the Council's website.

www.braintree.gov.uk

Decision:

For Members to note the delegated decisions

Purpose of Decision:

The reasons for each decision can be found in the individual Delegated Decisions

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