

# Minutes

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## **Community, Health and Leisure Committee** **Monday, 6th March, 2017**

### **Attendance**

Cllr Parker (Chair)	Cllr Mrs Hubbard
Cllr Ms Sanders (Vice-Chair)	Cllr Reed
Cllr Clarke	Cllr Trump
Cllr Mrs Davies	Cllr Wiles

### **Apologies**

### **Substitute Present**

Cllr Poppy

### **Also Present**

### **Officers Present**

Kim Anderson	Partnership, Leisure and Funding Manager
Claire Mayhew	Governance & Member Support Officer
Stuart Anderson	Countryside & Open Spaces Supervisor

### **296. Apologies for Absence**

Apologies were received by Cllr Mrs Slade, Cllr Poppy was substituting.

### **297. Minutes from the previous meeting**

The minutes from the Community, Health and Leisure committee meeting held on 5<sup>th</sup> December 2016 were approved as a true record.

### **298. Parish Council Liaison**

At a meeting with Brentwood Borough Parish Council's Association, Brentwood Borough Senior Members and Officers and the Rt. Hon Sir Eric Pickles MP on the 4 April 2014 that there was a resolve to improve communication between the Parish Council and the Borough Council. It was agreed that the Parish Council Liaison meetings would be held twice a year

and that the Leader of the Council and the Chief Executive would be in attendance.

It is proposed that to further improve communications between the Parish Council and the Borough Council that each Clerk from the nine Parish Councils can submit enquires to Brentwood Borough Council through the existing Member request system. The request will be assigned a reference number and a caseworker to respond to the enquiry within 5 days. The Parish Council Enquiry Protocol is appended to this report at Appendix A.

Cllr Parker **MOVED** and Cllr Ms Sanders **SECONDED** the recommendations in the report and a vote was taken by a show of hands and it was:

#### **RESOLVED UNANIMOUSLY**

1. **That Members agree to the Parish Council Enquiry Protocol as set out in Appendix A**
2. **The Members Request system extended so that it enables the nine Parish Council clerks to submit enquiries to Brentwood Borough Council.**

#### **REASON FOR RECOMMENDATION**

The Parish Council Enquiry Protocol will further improve the communication channels between the Parish Council's and the Borough Council to ensure that issues are resolved effectively and efficiently.

### **299. Leisure Strategy**

It was agreed by Members at the 5 December 2016, Community, Health and Leisure Committee (min ref.207) that the Council commissioned report undertaken by 4Global to review the Value for Money options and appraisal of the Council leisure facilities would come back to Community Health and Leisure Committee to discuss the recommendations and next steps. The leisure facilities include the Brentwood Centre, six community halls, Hartswood Golf Course and the Council's play areas.

As this is a large piece of work it is proposed that a cross party working group be established to go through the recommendations, explore the opportunities and report back to Committee. This will consist of the Chair of the Community, Health and Leisure Committee (Chair), 3 Members representing the administration, 2 Members representing the Liberal Democrats and 1 Member representing the Labour Party. Any members that are currently representatives on outside bodies that would be impacted by the Leisure Strategy work would need to be excluded from the cross party working group due to a conflict of interest.

It was suggested from the Chair that guidance from the Monitoring Officer will be received to the membership of the Working Group. Nominations for the working group to submitted to the Chair by the 10th March 2017.

After a full discussion, Cllr Parker **MOVED** and Cllr Ms Sanders **SECONDED** the recommendations in the report and a vote was taken by a show of hands and it was

### **RESOLVED UNANIMOUSLY**

**That Members note the summary report and the proposed actions**

- 1. That a cross party working group be established to go through the proposed actions, explore the opportunities and report back to Committee with recommendations.**
- 2. That the group leaders put forward their nominations for the cross party working group to the Chair of Community Health and Leisure Committee.**

### **REASON OF RECOMMENDATION**

As part of the Council's due diligence in delivering a successful Leisure Strategy, Members and officers need to have a complete picture of the current associated costs, risk profiles of the Borough's Leisure facilities and identify opportunities for income generation.

Comments received from Sport England as part of the Local Development Plan consultation, stated that a Leisure Strategy is required that assesses Council owned sports and leisure facilities in order that the Council can continue to work with partners to ensure that appropriate provision is made for the residents of Brentwood. The strategy should not only consider how the Council can provide services, but also how other partners can. The strategy should also use current sports facility evidence to identify strategic priorities to then inform what will be included in the Council's Infrastructure Delivery Plan. Following this feasibility work, the Council will then be able to determine which projects will be funded by the Community Infrastructure Levy (CIL) and those funded by planning obligations.

The Council's Asset Management Strategy also sets out the need to maximise income where possible from its asset portfolio.

*(Cllr Reed declared a non-pecuniary interest under the Council's Code of Conduct by virtue of being an independent trustee of Brentwood Leisure Trust).*

### **300. Urgent business**

There were no items of Urgent Business.

The meeting concluded at 20.16