

Minutes

Policy, Finance and Resources Committee Tuesday, 31st January, 2017

Attendance

Cllr Mrs McKinlay (Chair)
Cllr Kerlake (Vice-Chair)
Cllr Barrett
Cllr Faragher

Cllr Hossack
Cllr Kendall
Cllr Mynott
Cllr Parker

Apologies

Cllr McCheyne

Substitute Present

Cllr Ms Rowlands

Also Present

Cllr Hirst
Cllr Mrs Pound
Cllr Mrs Murphy
Cllr Aspinell

Officers Present

John Chance
Philip Ruck
Daniel Toohey
Claire Mayhew
Steve Summers
Phil Drane
Lorne Spicer
Mark Stanbury
David Wellings
Anne Knight

Finance Director (Section 151 Officer)
Chief Executive
Monitoring Officer
Governance and Member Support Officer
Group Manager In House Services
Planning Policy Team Leader
Business Development and PR Manager
Environmental Health Manager
Corporate Health and Safety Advisor
Economic Development Manager

271. Apologies for Absence

Apologies were received by Cllr McCheyne and Cllr Ms Rowlands was present as a substitute.

272. Minutes of the Previous Meeting

The minutes of the Policy, Finance and Resources Committee meeting held on 29 November 2016 were approved as a true record.

273. Introduction of a motorcycle ban in marked bays in Council owned car parks

The purpose of the report was to request that Members agreed to:

- a) The introduction of a motorcycle ban (in marked bays) in all the Council's car parks.
- b) Limit free parking by vehicles displaying a blue badge to 3 hours.

The Car Park order had allowed motorcycles and vehicles displaying a blue badge to park for at no charge for unlimited periods.

Cllr Ms Rowlands **MOVED** and Cllr Kerslake **SECONDED** the recommendations in the report and a vote was taken by a show of hands and it was **RESOLVED**

- 1. To amend the existing parking order to limit free parking for solo motorcycles in marked bays in all car parks for 3 hours, where motorcycles are parked in spaces not dedicated to motorcycles.**
- 2. To amend the parking order to allow unlimited free parking for solo motor cycles in marked motorcycle bays.**
- 3. To amend the parking order to limit free parking by blue badge holders to 3 hours in all car parks.**
- 4. To make the disabled car park in William Hunter Way a maximum of 3 hours free parking*.**
- 5. That all the changes agreed in the recommendation should be introduced as part of the next planned changes to the parking order.**

***Otherwise it would be necessary to install a P&D machine in this car park.**

Reason for recommendation

To free up space in a busy shoppers car park.

To address a matter that was believed to get worse as Crossrail comes to an end.

To reduce the misuse of blue badges and free up parking across the Borough for all blue badge holders.

274. Brentwood Economic Statement 2017

The report presented a Brentwood Economic Statement based on the recent findings of the Enterprising Essex: Opportunities and Challenges report undertaken by the Essex Economic Commission.

Cllr Mrs McKinlay **MOVED** and Cllr Kerslake **SECONDED** the recommendation in the report, subject to an amendment and a vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**:

- 1. That Members note the Economic Statement (Appendix A of the report) and agree that the Brentwood ED Strategy is updated, taking into account the findings of the Statement and informing the 2017/18 ED Work Plan and agree to bring back to the Policy, Finance and Resource Committee.**

Reason for recommendation

To note the Brentwood Economic Statement and agree that the ED Strategy is updated, taking into account the findings of the Statement and informing the 2017/18 ED Work Plan.

275. Health and Safety Policy

The Health and Safety Policy (Appendix A of the report) had been revised as required under the Health and Safety at Work etc Act 1974 and, was reflective of the current organisational and management structures within the Authority. The Health and Safety policy had been passed to Corporate Leadership Board and all Health and Safety Committee members for comment and review in accordance with its conditions.

A revised appendix to this report was tabled at the meeting.

Cllr Faragher **MOVED** and Cllr Kerslake **SECONDED** the recommendation in the report and a vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**:

- 1. That the revised Health and Safety Policy (January 2017) be approved.**

Reason for recommendation

A review and revision of the Council's Health and Safety Policy was required to ensure that it reflected the organisation arrangements, structure and health and safety management system. The timely revision and endorsement enabled the council to continue its commitment to develop the health and safety culture and management system of the organisation and fulfil its legal duty.

(For clarity the revised appendix is attached)

276. Asset Review Update

An amended version of the report was tabled. The Chair adjourned the meeting for 5 mins so that members could read the report before debating on this item.

The purpose of this paper is to update Members on proposals for using council assets to generate income from 2018 onwards and to provide details of the status of the Council's Asset Register.

Members will be aware of the financial pressures that Local Government is under and it is clear that to maximise the returns available from the Council's assets, that an ongoing review of assets, is essential, to inform the Council's clear action plan.

Cllr Mrs McKinlay **MOVED** and Cllr Kerslake **SECONDED** the recommendations in the report and a vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

- 1. That the PF&R committee agrees to continue to review and update the asset register.**
- 2. That PF&R agrees to continue the work on the five key asset projects identified in 3.3. and will bring business cases forward as appropriate.**
- 3. That the PF&R committee acts as the programme board for consideration of these projects and any that arise as the result of the review of the Asset Register.**

Reason for recommendation

To ensure the Council's use of assets reflects the needs of the borough and the council and that there is a substantial income generation plan based upon the assets of the Council.

(For clarity the revised report is attached).

(Cllr Ms Rowlands declared a non-pecuniary interest under the Council's Code of Conduct by the virtue of her partner owes property that the Council has a leaseholder interest in)

277. Local Development Plan Update

Brentwood Borough Council was committed to producing a new Local Development Plan for the Borough. A number of external factors on both a national and local scale had implications for the plan making process and ensuring a “sound” plan could be adopted swiftly.

The Council’s Local Development Plan Member Working Group steered the plan making process and considered issues before they were taken to the relevant committee. The group was well placed to consider external factors and advised on potential implications.

After a full discussion, Cllr Mrs McKinlay **MOVED** and Cllr Parker **SECONDED** the recommendations in the report and a vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**:

- 1. To note the external factors discussed in the report.**
- 2. That the Local Development Plan Members Working Group considers the external factors and reports back with proposals to Planning and Licensing Committee at a future date.**

Reason for recommendation

The Local Development Plan would set out the Council’s vision, objectives, strategy and planning policies for the Borough. It was necessary to undertake further public consultation as part of the plan making process in order to thoroughly test proposals and consider the views of all stakeholders. Together with these aims the national context needed to be considered, which was constantly changing and was expected to have an impact on the numbers to be delivered. Given the importance of adopting a new Local Development Plan, and the need for the Plan to be considered “sound” before it could be adopted, it was necessary to minimise risk wherever possible.

Dialogue with the Department for Communities and Local Government was taking place regarding issues highlighted in the report. The Council was in a position to more clearly understand implications for the plan making process, but also await clarification on other things as set out in the report, particularly the process to be followed for Dunton Hills Garden Village and the publication of the Housing White Paper. An optimum time to reflect on how the issues could be considered to ensure a thorough Plan was submitted to Government.

The Council’s Local Development Plan Members Working Group was an informal cross-party group that helped to steer the plan making process and met regularly. The Group was in place to consider issues before they were taken to the relevant committee. Given the variety of external factors impacting on the plan making process it would be helpful for the Group to review the issues and propose a way forward.

278. Urgent Business

There were no items of urgent business.

The meeting ended at 20:58