

# Minutes

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## Ordinary Council 2 July 2014

### Membership/Attendance

- |                    |                     |
|--------------------|---------------------|
| * Cllr Aspinell    | * Cllr Le-Surf      |
| * Cllr Baker       | * Cllr Lloyd        |
| Cllr Barrett       | * Cllr McCheyne     |
| * Cllr Carter      | * Cllr Mrs McKinlay |
| * Cllr Chilvers    | * Cllr Morrissey    |
| * Cllr Clark       | * Cllr Mrs Murphy   |
| * Cllr Cloke       | * Cllr Mynott       |
| * Cllr Mrs Coe     | * Cllr Dr Naylor    |
| * Cllr Mrs Cohen   | * Cllr Newberry     |
| * Cllr Mrs Davies  | * Cllr Parker       |
| Cllr Faragher      | * Cllr Quirk        |
| * Cllr Mrs Henwood | * Cllr Reed         |
| * Cllr Hirst       | * Cllr Russell      |
| * Cllr Mrs Hones   | * Cllr Ms Sanders   |
| * Cllr Hossack     | * Cllr Sapwell      |
| * Cllr Mrs Hubbard | * Cllr Sleep        |
| * Cllr Keeble      | * Cllr Mrs Squirrel |
| * Cllr Kendall     | * Cllr Tee          |
| * Cllr Kerlake     |                     |

\*present

### Officers Present

Jo-Anne Ireland – Director of Strategy and Corporate Services  
David Lawson – Monitoring Officer  
Tony Pierce – Interim Head of Planning  
Jean Sharp – Governance and Member Support Officer

#### 42. Apologies for Absence

Apologies for absence were received from Cllrs Barrett and Faragher.

#### 43. Mayor's Announcements

The Mayor recounted some of the engagements she had undertaken since Annual Council.

**44. Memorials or Petitions**

None were received.

**45. Minutes of previous full council meetings**

**RESOLVED** to approve as a true record the minutes of the following meetings:

Ordinary Council meeting held on 11.12 2013

Ordinary Council (budget) meeting held on 5.3 2014

Extraordinary Council meeting held on 7.4.2014 subject to an amendment being made to minute 430 since it was recorded incorrectly that the petition relating to the Tower Arms would be considered by the Community Services Committee. The decision to include the Tower Arms on the Council's community assets register had been made prior to the meeting through delegation from Strategy and Policy Board.

Annual Council held on 11 June 2014

**46. Questions asked by Members of the Public**

None had been received.

**47. Members Questions to Committee Chairs**

Given the short period between the appointment of Chairs at Annual Council and this meeting there were no Chairs' reports before Members and no written questions had been received.

Relevant Chairs responded to Members' verbal questions.

**48. Representation on Outside Organisations**

Councillors were appointed to a number of outside organisations at the annual meeting of the Council. Many of the outside organisations supported and advanced the broad objectives of the authority.

The decision on the appointment of Council representatives to outside organisations was deferred from Annual Council on 11.6.2014 to this meeting. The list of proposed representatives was before Members.

Cllr Aspinell MOVED and Cllr Lloyd SECONDED the list be approved subject to a change of representative on Brentwood Nighttime Action Group. For clarity, the approved list of representatives is appended to these Minutes.

#### **49. Five Year Housing Land Supply Update**

The Council, as a local planning authority, was required to identify and keep up to date a deliverable five year housing land supply, as prescribed in the National Planning Policy Framework (NPPF).

The report before Members provided an update on changes to national planning policy for housing and sought approval for an interim housing figure for use pending progress towards adoption of the new Local Plan

The Interim Head of Planning made a presentation in order to provide more detailed information for Members.

Cllr Baker MOVED and Cllr Mynott SECONDED the recommendations and it was

**RESOLVED UNANIMOUSLY** that

1. The Interim Five Year housing Land Supply report be approved.
2. The report updating the Five Year Housing Land Supply be brought back to a future meeting of the Committee.

#### **50. Proposals for a Senior Management Restructure**

The report before Members in the agenda outlined a proposal for a Senior Management Restructure which included the replacement of the current Managing Director role with that of a Chief Executive role and the replacement of the Head of Business Transformation with a Head of Customer Services role. The support structure for Senior Management would also be reviewed as part of the proposals.

Members noted that since publication of the agenda a supplementary report had been published giving further information and recommendations arising from negotiations with a member of the Senior Management Team.

Cllr Aspinell MOVED and Cllr Lloyd SECONDED the recommendation in the report and a vote was taken on a show of hands. It was

**RESOLVED** that:

The Council agrees to commence a review of the Senior Management structure with a view to replacing the current Managing Director role with a Chief Executive role and the Head of Business Transformation role with a Head of Customer Services, subject to appropriate consultation.

Members then considered the supplementary report and the appendix which contained exempt information.

The report outlined additional information and recommendations arising from negotiations with a member of the Senior Management Team.

The current Managing Director (MD) had taken the decision to leave the Council ahead of the restructuring process under agreed terms between both parties which negated the requirement for consultation on converting the MD role to one of a Chief Executive.

It was proposed that the Director of Strategy and Corporate Services (Section 151 Officer) would undertake the role of Head of Paid Service pending the recruitment of a Chief Executive.

Cllr Aspinell **MOVED** and Cllr Lloyd **SECONDED** the recommendations in the supplementary report.

The matter was fully debated and Cllr Quirk **MOVED** and Clark **SECONDED** that the question now be put. A vote was taken on a show of hands, it was **CARRIED** and Members moved to the vote.

In accordance with Part 4.1 of the Constitution, Rule 9.5, five Members requested a recorded vote be taken and Members voted as followed:

**FOR:** Cllrs Aspinell, Baker, Carter, Chilvers, Clark, Mrs Cohen, Mrs Davies, Mrs Hubbard, Keeble, Kendall, Le-Surf, Lloyd, Morrissey, Mynott, Newberry, Quirk, Sapwell and Squirrell (18)

**AGAINST:** Cllrs Cloke, Mrs Coe, Mrs Henwood, Hirst, Mrs Hones, Kerslake, McCheyne, Mrs McKinlay, Mrs Murphy, Dr Naylor, Parker, Reed, Russell, Ms Sanders, Sleep and Tee (16)

**ABSTAIN:** Cllr Hossack (1)

It was **RESOLVED** that:

1. Council agrees to end the contract for the existing Managing Director with effect from 6 July 2014.
2. Council agrees to proceed with the recruitment of a permanent Chief Executive.
3. Council agrees to appoint Jo-Anne Ireland, Director of Strategy and Corporate Services as the Head of Paid Service pending the recruitment of a Chief Executive which will include an acting up allowance equivalent to the current basic salary effective from 1 June 2014.

## APPOINTMENTS TO OUTSIDE ORGANISATIONS 2014/15

<b>Organisation</b>	<b>Nomination for 2014/15</b>
Active Brentwood (Community Sports and Health Communication and Networking Group)	Cllr Clark
Brentwood Access Group	Cllr Mrs Davies
Brentwood and District Age Concern	Cllr Henwood Cllr Mrs Davies
Brentwood Arts Council	Cllr Mynott
Brentwood Community Print	Cllr Mrs Hubbard Cllr Tee
Brentwood Community Safety Partnership	Cllr Newberry
Brentwood Community Transport	Cllr Kendall
Brentwood Council for Voluntary Service	Cllr Keeble Cllr Tee
Brentwood Cricket Club	Cllr Russell
Brentwood Football Club Management Committee	Cllr Aspinell Cllr Sapwell Cllr Lloyd
Brentwood for Growth (formerly Brentwood First)	Cllr Kendall Cllr Chilvers
Brentwood/Landkreis Roth Town Twinning Association	Cllr Mrs Davies (Mayor - president) Cllr Keeble (Deputy Mayor – Vice president) Cllr Mrs Hones Cllr Sapwell Cllr Barrett
Brentwood Leisure Trust	Cllr Quirk Cllr Baker
Brentwood/Montbazon Town Twinning Association	Cllr Mrs Davies (Mayor - president) Cllr Keeble (Deputy Mayor – vice president) Cllr Mrs Coe Cllr Le-Surf Cllr Mrs Squirrell Cllr Tee
Brentwood MIND	Cllr Chilvers
Brentwood Renaissance Group	Cllr Baker

	Cllr Kendall Cllr Keeble Cllr Morrissey
Brentwood Rugby Club Pavilion Management Committee	Cllr Aspinell Cllr Sapwell Cllr Morrissey
Brentwood Theatre Trust	Cllr Le-Surf Cllr Baker
Campaign to Protect Rural Essex - Advisory Council	Cllr Mrs Cohen Cllr Mrs Hubbard
Citizens Advice Bureau	Cllr Mrs Henwood Cllr Clark
Conservators of Shenfield Common – protection of Shenfield Common.	Cllr Morrissey Cllr Barrett Cllr Baker Mr D Minns (Chair and nominee of the Lord of the Manor) Mr W Baker Mr J Fair Ms J Scholfield
Crossroads Care	Cllr Mrs Henwood
East and West Horndon Village Hall Committee	Cllr Squirrell
Essex Police and Crime Panel	Cllr Newberry Sub Cllr Lloyd
ECC Local Highways Panel – membership of four County members and four BBC members	Cllr Baker, Cllr Morrissey, Cllr Mrs Cohen (Vice-chair), Cllr Cloke, Cllr Parker
Hartwood Golf Club	Cllr Baker Cllr Le-Surf
Headley Common Trustees	Cllr Mrs Hubbard (4-year term expires May 2018) Cllr Tee (4-year term expires August 2018) Mr Wild (4-year term expires May 2018) Mr Murray (4-year term expires August 2018)
Health and Wellbeing Board	Cllr Mrs Davies Cllr Carter

Herongate Village Hall Management Committee	Cllr Mrs Squirrell
Howard Memorial Trust	Cllr Mrs Squirrell
Hutton Charities	Cllr Hirst (4-year term expires May 2018) Cllr Ms Sanders (4-year term expires May 2018)
IAA Member Working Group (Formerly Essex Waste Management Joint Committee)	Cllr Sapwell
Mental Health Champion ( Elected Member)	Cllr Barrett
SNAP	Cllr Tee
South Essex Parking Partnership Representative	Cllr Newberry
South Weald Parish Hall Management Committee	Cllr Mrs Coe Cllr Chilvers
South West Essex Children's Commissioning and Delivery Board (Brentwood and Basildon)	Cllr Mrs Davies
Tenants Talkback	Chair and Vice-Chair of Housing & Health Committee
Three Arch Bridge Community Hall	Cllr Morrissey Cllr Barrett
Youth Strategy Group	Cllr Sapwell
<b>Consultative groups</b>	
Brentwood Nighttime Action Group	Cllr Newberry Cllr Russell Cllr Barrett TBC
Taxi Trade Consultative Group	Cllr Mrs Cohen Cllr Barrett Cllr Reed
Health & Safety Committee	Cllr Lloyd