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Agenda Supplement

Dear Councillor

ORDINARY COUNCIL - WEDNESDAY, 27TH SEPTEMBER, 2023

I am now able to enclose, for consideration on Wednesday, 27th September, 2023 meeting of the Ordinary Council, the following reports that were unavailable when the agenda was printed.

Agenda No	Item
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| 7. | <u>Committee Chairs Reports and Members Questions</u> (Pages 3 - 12) |
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Yours sincerely

Chief Executive

Encs

26/09/23



ORDINARY COUNCIL

DATE: 27th SEPTEMBER 2023

REPORT TITLE:	Chairs' reports and Written Questions
REPORT OF:	Claire Mayhew - Joint Acting Director of People and Governance & Monitoring Officer

In accordance with the Council's Constitution a brief written report by each committee Chair covering their area of responsibility is provided for Members' information at each Ordinary Council meeting.

Any Member may ask a Chair a written or oral question on

- (a) any matter included in a Chair's written report; or
- (b) any matter in relation to which the Council has powers or duties or which affects the Council's area, and which falls within the area of responsibility of the Chair's committee.

The period allowed for Chairs' reports, written and oral questions and answers will not exceed 60 minutes without leave of the Mayor.

Two written question were received from Cllr Garry White:

1. Question to Chair of FAIR:

In the last complete financial period for which figures are available, what was the average weekly income collected from parking charges collected at Coptfold Road Car Park?

Response:

The average weekly income received in years 2022/23 for the Multi Story Car Park is as followed:

Season tickets - £1,654.67

Parking Income - £2,399.34

Total = £4,054.01

2. Question to Chair of Environment:

What is the target collection rate for emptying the most heavily used litter bins in the borough and what do the council's records monitoring the delivery of this service show in terms of how frequently this has been achieved, and how often it has not, across the past three months?

Response:

The bins are on a set schedule, those target areas that are considered to have heaviest footfall and therefore legitimate use, such as the Highstreets and shop fronts are emptied once a day for 6 days of the week, with the exception of Brentwood and Shenfield highstreets that are also emptied on a Sunday.

The collections have been emptied on schedule as per the plan in the last 3 months.

Appendices to this report

Chairs Reports for:

Appendix A: Clean and Gren Committee

Appendix B: Community, Health and Housing Committee

Appendix C: Finance, Asset, Investment and Recovery Committee

Appendix D: Planning Committee

Appendix A

Committee(s): Ordinary Council	Date: 27 th September 2023
Subject: Chairs report for Clean & Green Committee	
Committee Chair: Cllr Barry Aspinell	

The Clean & Green Committee met on the 11th September with the updates set out below:

The Chair updated the Committee on the meetings of the Task & Finish Groups and Working Groups. Scheduled meetings for continued work will be arranged.

To date, Task and Finish for Fly Tipping has met.

Task and Finish for Enforcement has met

Task & Finish for Hutton Country Park has met.

Working Group on Woodland Management to be convened.

Jonathan Woodhams updated the Committee on the successful applications for Brentwood for Project Minerva and Safer Streets funding. Brentwood Borough Council were successful in obtaining all that was applied for which in total is in excess of £200,000. This was a great achievement and the funding will be allocated on a number of incentives.

Members approved for Officers at the Council to work with the new BID Manager and Chamber of Commerce to look at options to support a new Brentwood in Bloom initiative. Brentwood In Bloom was linked to the Anglia in Bloom competition which encourages all communities across the region to participate in the unique horticultural and environmental initiatives and demonstrate that their efforts are making a difference to their local surroundings. There is an opportunity that the new Business Improvement District (BID) may well want to support part of this initiative as part of their priorities. There may also be opportunity from the UK Shared Prosperity Fund (UKSPF) to provide a small grant programme to support entries.

Officers will work with the relevant Horticultural Societies to understand whether additional allotment sites need to be developed or whether the existing sites are meeting the current demand. Members agreed to delegate authority for the Director of Environment together with the Chair of Clean and Green Committee, Conservative Spokesperson and the Horticultural Societies to identify possible new allotment sites and to undertake a review of existing allotment sites to determine the capacity and unmet demand.

Officers provided options for sites bought forward by Clean and Green Committee for the trial of “rewilding” areas of parks and verges. Members agreed to additional planting of up to 80 standard avenue trees at Hutton Recreation Ground, fully funded through Thames Chase Trust partnership.

Members agreed to a consultation to develop a vision statement for Hutton Country Park. This will be the keystone of developing a 10-year management plan for the site that aligns with the strategic objectives of the Council’s Corporate Strategy. This would ensure a long-term strategic plan is developed for Hutton Country Park that aligns with the Council’s broader corporate aims.

In order to address fly tipping, Members agreed to an inception meeting with Keep Britain Tidy offer of support, to scope the specific needs of the Council and for a costed project plan based on the deliverables of the Better Street programme to be presented at a future Clean & Green Committee for consideration.

The public toilets in Brentwood Highstreet had recently experienced high levels of vandalism and anti-social behaviour. Initial scoping for the modernising of the facilities to reduce risk of vandalism suggests that it would not be financially feasible to undertake, with the installation of new smaller facilities or conversion of the Changing Places facility being presented as the only feasible options. It has not been established what the footfall of the toilets currently is, therefore, it is proposed that they are re-opened, and monitoring is undertaken to determine the size of facility that the public require. Members agreed to the necessary repairs to the existing toilet facility and reopen to the public and to approve installation of counters to monitor use, and report back to Committee, seeking final decision on the future of the toilets.

The Climate Emergency Working Group met and agreed to its scope and frequency of meetings. The main aim of the group will be to keep on track the progress of Environment Strategy action plan, with one exception, that the Council is now to achieve carbon net-zero by 2030, rather than 2040 as set out in the Strategy, reflecting the subsequent declaration of a Climate Emergency and the alteration of the net-zero target to 2030.

Appendix B

Committee(s): Ordinary Council	Date: 27 th September 2023
Subject: Chairs report for Community, Health and Housing Committee	
Committee Chair: Cllr Tim Barrett	

The Community, Health and Housing Committee met on the 18th September with the updates set out below:

A report outlined the Creative & Cultural Vision 2023-2027 and the vision for creativity and culture in Brentwood, for the next 5 years, as determined through a public consultation process with a range of stakeholders. A clear strategy for culture and creativity with a five-year complementary action plan against the three priorities outlined in this report, will be developed to monitor delivery and progress.

The Brentwood Leisure Centre and Hartwood Pavilion in King George's Playing Fields is currently managed by Everyone Active (SLM) and their contract is due to expire on 1 October 2023. The Council is looking to extend the contract until 31 March 2025 and during that period draw up the tender documents to go out in 2024 for a longer-term leisure contract. This short extension aligns with expiration of the Leisure Contract for Rochford District Council's leisure facilities. It is proposed to do a joint tender for the leisure facilities across Brentwood and Rochford from 1 April 2025. Members noted the report that went to Finance, Assets, Investment and Recovery Committee on 13 September and would nominate cross party representatives for the Leisure Strategy Working Group.

Members agreed the Leisure Strategy action plan for 2023-24 and to note the progress in 2022-23. The Leisure Strategy 2018-28 is one of the key strategies for the Council to ensure that its leisure facilities now are not only fit for purpose now, but for the future. The Strategy and annual action Plan set the vision of what the Council needs to achieve, the challenges it faces and how the priorities and outcomes have been identified. The Annual Action Plan sets out what has been delivered in 2022-23 and the planned activity for 2023-24.

Members were updated on the Health and Wellbeing Strategy 2020 – 2023, was written before the COVID-19 pandemic and is due to be refreshed before 2024.

The Council work with the RSPCA to support their campaign to ban outrightly the giving of live animals as prizes on Council owned land. The RSPCA provides several reasons as to why the giving of such prizes is an outdated practice and their

concerns on animal welfare The Council will send a clear message of its commitment to ensure the welfare of animals and help reinforce the message that these practices are no longer desirable in our community. Members agreed an outright ban of the giving of live animals as prizes in any form, on Brentwood Borough Council owned land is implemented; that Brentwood Borough Council writes to the UK Government requesting an outright ban of live animals as prizes on both public and private land and that the Council carries out a review of the current policies and the terms and conditions of the licences and hire of Council owned land and premises to ensure that they reflect the Council's position as regards giving of live animals (e.g., goldfish, etc.) as prizes.

Members received a presentation from Brentwood Housing Team together with Mr Chris Houlihan of Axis. Members welcomed the positive update and look forward to seeing an improvement on the current services.

Since 2020, Housing have been reviewing and renewing all its policies and strategies. Many of these are now approaching their review dates. a Policy working group was held with members of this committee who were invited to read and make comments and suggestions on the 4 reviewed policies:

Appendix A: Income Management Policy

Appendix B: Former Tenant Debt Recovery Policy

Appendix C: Recharge Policy

Appendix D: Electrical Safety Policy

Amendments and suggestions have been implemented as discussed to form the final draft documents. These were approved by Members.

Members agreed to endorse the Health & Safety and Wellbeing Policy. By implementing this policy, officers will have a guide to dealing with complex hoarding cases and if they are questioned on their actions, can refer to the document accordingly.

An update was given on the SHDP with a presentation from Mrs McAllister.

Members agreed to list St Andrews Methodist Church, Herongate as an Asset of Community Value and that it is added to the Council's Register of Community Assets.

Appendix C

Committee(s): Ordinary Council	Date: 27 th September 2023
Subject: Chairs report for Finance, Asset, Investment and Recovery Committee	
Committee Chair: Cllr David Kendall	

The Finance, Asset, Investment and Recovery Committee met on the 13th September with the updates set out below:

The Chair thanked Officers Laurie Edmonds together with Kaye Thurgood and Nish Patel for the success of the Brentwood BID.

The Chair highlighted the upcoming Brentwood Job Fair which is a bigger event than last year with over 30 employers signed up.

Following the success of previous Brentwood Business Showcase events, there will now be a South East Essex Business Exhibition taking place at the Brentwood Centre on 14th March 2024.

The Chair addressed the report by Moody's in relation to the Council's financial position. To reassure members, our staff, and residents - the Council's medium term financial strategy is robust and our governance process is robust.

Members agreed to a cross party workshop be introduced to discuss UKSPF especially in relation to the third year funding and how it will be allocated.

Members endorsed the draft OneTeam Health & Safety and Wellbeing Policy. By endorsing this statutory policy the Council is committed to ensuring there is always a positive and proactive culture towards Health, Safety, and the Wellbeing of its organisation.

On the date of the meeting, the Chair update the Committee that he received confirmation from Hutton Bowls Club that they were no longer continuing the Club due to low membership numbers. Members agrees that the Council does not renew the lease on Hutton Poplars Lodge with the Bowls Club and to look to market Hutton Poplars Lodge for commercial vendors.

The Brentwood Leisure Centre and Hartswood Pavilion in King George's Playing Fields is currently managed by Everyone Active (SLM) and their contract is due to expire on 1 October 2023. The Council is looking to extend the contract until 31 March 2025 and during that period draw up the tender documents to go out in 2024

for a longer-term leisure contract. This short extension aligns with expiration of the Leisure Contract for Rochford District Council's leisure facilities. It is proposed to do a joint tender for the leisure facilities across Brentwood and Rochford from 1 April 2025. In order to inform the specification for the tender document both authorities Council needs to undertake a condition survey and feasibility study to understand the investment that the Council's and the operator will need to make over the term of the contract. A separate report is going to the Executive Group at Rochford District Council. Members agreed to extend the existing Leisure Contract with Everyone Active until 31 March 2025 and to appoint Sports, Leisure and Culture (SPL) consultants to undertake feasibility study and provide support with the procurement of a new combined leisure contract for the management and operation of the following facilities across Brentwood and Rochford.

Members discussed the option to move Wedding ceremonies from the Town Hall to Merrymeade House. Officers will look to negotiate an agreement with Brentwood CVS to manage weddings/civil ceremonies at Merrymeade House.

The report provided an overview of the Basildon Local Plan project and its potential impacts on Brentwood borough. A draft response had been submitted to comply with the consultation deadline and is subject to committee approval which members approved the response.

A report sought approval on a formal response from Brentwood Borough Council (submitted as an officer's response pending approval from the committee) to the Basildon Local Plan, Issues & Options consultation (Regulation 18). The consultation ran from 27 June to 5 September 2023. Members approved the response to the Basildon Local Plan Issues & Options consultation (Regulation 18).

The Brentwood Local Plan 2016-2033 was adopted in March 2022 following Examination in Public overseen by the Planning Inspectorate on behalf of the Secretary of State. The appointed Inspectors in their final report recommended a number of Main Modifications in order to make the plan sound and capable of adoption. Members approved that work is continued for the preparation of the Local Plan Review, including a focus on climate change and sustainability matters, with emerging work presented to a reconvened Local Development Plan Member Working Group and key stages brought to committee in due course – and also to approve that the Local Plan supporting evidence is reviewed and updated where appropriate, including commencing a Call for Sites consultation.

Appendix D

Committee(s): Ordinary Council	Date: 27 September 2023
Subject: Chairs report for Planning Committee	
Committee Chair: Cllr Philip Mynott	

The Planning Committee met on 19 September. In addition to planning applications determined, the following item was debated and approved:

Proposed Changes to Permitted Development Rights

The Government (Department for Levelling Up, Housing and Communities) is proposing a number of changes with the Town and Country Planning (General Permitted Development) (England) Order 2015, as amended to provide greater flexibility to encourage further residential development. Changes to the right are proposed for the following areas:

- a) Changes to certain permitted development rights that allow for the change of use to dwellinghouses.
- b) Changes to certain permitted development rights that allow agricultural diversification and development on agricultural units.
- c) Changes to certain permitted development rights that allow for non-domestic extensions and the erection of new industrial and warehouse buildings.
- d) Changes to the permitted development right that allows for the temporary use of land to allow markets to operate for more days.
- e) Changes to the existing permitted development right that allows for the erection, extension or alteration of schools, colleges, universities, hospitals, and closed prisons to also apply to open prisons.
- f) The application of local design codes to certain permitted development rights.

The council's response to the consultation focuses on the sections of the right that will likely have an impact on Brentwood borough. General support for some of the changes was supported. However, concerns have been raised on the potential environmental impacts, in particular for arable land and Green Belt.

Members approved the response to the consultation following debate, which included some amendments:

- Objection to the inclusion of National Parks and Areas of Outstanding Natural Beauty being included under some permitted development provisions.
- Request that 'subject to minimum space standards are applied'.
- Objection on the basis of the impact on Conservation Areas and the loss of car parking for those working in the area.

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