



Minutes

Community, Environment & Enforcement Committee Monday, 19th December, 2022

Attendance

Cllr Russell (Chair)	Cllr Dr Barrett
Cllr Gelderbloem (Vice-Chair)	Cllr Laplain
Cllr Aspinell	Cllr Naylor
Cllr Barber	

Apologies

Cllr Reed
Cllr Slade

Substitute Present

Cllr Wagland (substituting for Cllr Reed)
Cllr White (substituting for Cllr Slade)

Also Present

Cllr Mrs Davies
Cllr Hossack

Officers Present

Kim Anderson	- Corporate Manager Communities, Leisure & Health
Phoebe Barnes	- Director - Assets & Investments
Steve Summers	- Strategic Director
Marcus Hotten	- Director - Environment
Tracey Lilley	- Director - Communities & Health

267. Apologies for Absence

Apologies were received from Cllrs Reed and Slade with Cllrs Wagland and White substituting.

268. Minutes of the previous meeting

The Minutes of the last meeting held on 4th October 2022 were **AGREED** as a true record.

269. Chairs update

Members thanked and gave appreciation to the Teams at the Depot and in Community Safety for all their hard work and public presence.

Following a full discussion, Members noted the report.

270. Planting Scheme Update

The report provided an update upon previous Council tree planting initiatives in Brentwood Borough over the past two years, and set out the proposed tree-planting initiatives for the forthcoming winter season.

The success rate of the overall planting scheme is approximately 34%, which is lower than what would usually be anticipated. This was attributed to the severe drought conditions experienced this summer, and in the instance of St. Faiths Country Park, vandalism further exacerbated the situation.

Planting schemes for the winter of 2022/23 identify sites for approximately 14,500 trees, delivered through the Tree for Climate scheme, fully funded by central government. Funding, through the Urban Tree Challenge, for a further 167 larger street trees has been partly secured and requires a match funding commitment of £22,500 from the Council to deliver.

Cllr Laplain requested that further reporting to identify the net gain of trees comes to a future committee.

Cllr Russell **MOVED** and Cllr Gelderbloem **SECONDED** the recommendations in the report. A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY:**

Members were asked to:

1. Note the planting scheme as outlined in paragraph 14, Table-2 of the report.
2. Approve that match funding of £22,500 is considered in the budget setting process for MTFs 2023/24, which is subject to full council approval on 1st March 2023.

Reasons for Recommendation

The proposed tree planting scheme is identified as a key deliverable in the draft 2022 Environment Strategy, and represents an opportunity to deliver on a significant number of tree planting at a low cost to the Council.

271. Environment Strategy

The report presented an updated version of the draft Environment Strategy previously presented at the March 2022 Environment Enforcement & Housing

Committee, at which it was agreed to approve the strategy for consultation, and to consider feedback and alter the strategy if required.

Key changes to the original document consist of including additional pages summarising the impact climate change can have at a national and local level; the replacement of 'Actions' with 'Aims' in the main body of the strategy; and the development of a clearer action plan as an appendix to the strategy. The action plan, going forward, would form the basis any annual reporting on the progress of the strategy.

Cllr Russell **MOVED** and Cllr Gelderbloem **SECONDED** the recommendations in the report. A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**.

Members are asked to:

1. To Approve the Environment Strategy as appended to the report.
2. To approve that the current temporary post of the Climate & Sustainability Officer is made a permanent position.

Reasons for Recommendation

The proposed Environment Strategy sets out the how Brentwood Borough Council can achieve its declared aims of carbon neutral within its own activity by 2040 and borough wide by 2050.

272. Cost of Living Update

The report provided an oversight of the work being undertaken by officers in order to respond to the crisis and ensure we are supporting our residents, businesses, and staff. The Council's function is to facilitate, co-ordinate and signpost individuals and organisations to where the support is provided. It is important that this is communicated to as wide an audience as possible so that people can access the right help and support as soon as possible.

Members thanked and commended the work of Officers on this.

This item is for information only.

273. Brentwood Leisure Trust, Audit and Scrutiny Report

At the 24th November 2020 Audit and Scrutiny Committee, Cllr Dr Barrett forwarded a recommendation for the scrutiny work programme to include a review of the historic relationship between Brentwood Borough Council and the Brentwood Leisure Trust (BLT). Subsequently this was agreed at the 26th January 2021 Audit and Scrutiny Committee (Min.670 refers) and added to the scrutiny work programme with the process to be dealt with by way of a cross party working group.

One of the recommendations of the Audit and Scrutiny Report (Appendix A) is that this is brought to the Community Environment and Enforcement Committee. The appendices to the Audit and Scrutiny report are set out in Appendices B-G and it is before Members tonight.

Cllr Russell **MOVED** and Cllr Gelderbloem **SECONDED** the recommendations in the report. A vote was taken by a show of hands and it was **RESOLVED**.

Members are asked:

To note the report and recommendations from the Member Cross Party Working Group to the Audit and Scrutiny Committee on 15 November 2022.

Reasons for Recommendation

To ensure that robust governance is in place as part of any current and future contractual arrangements.

274. Asset of Community Value - Iris Close

A valid nomination has been received to re-list Iris Close Amenity Green, as an Asset of Community Value and this report asks the Committee to make a decision on this nomination. The Asset had previously been agreed to be listed by Members at the 20 November 2014 Community Committee.

Cllr Russell **MOVED** and Cllr Gelderbloem **SECONDED** the recommendations in the report. A vote was taken by a show of hands and it was **RESOLVED UNANIMOUS**.

Members are asked to:

List the land known as Iris Close Amenity Green, as indicated on the site map in Appendix B of the report, as an Asset of Community Value.

Reasons for Recommendation

The nomination has passed the test as a valid nomination and the including the submission of evidence that the group is eligible to nominate the land. The Asset passes the first and second statutory test as it furthers the social interests and wellbeing of the local community as set out in the Localism Act. It has previously been listed by the Council.

275. Football Hub - Business Case

The development of a Football Hub at the Brentwood Centre is one of the key priorities of the Council's Leisure Strategy which was agreed by members at the Policy, Projects and Resources Committee on 18 September 2018.

The proposal is to build 2 x Third Generation (3G) Artificial Grass Pitch (AGP) community pitches and 4 grass pitches, together with a hub building which will provide changing rooms, toilets and kitchen/servery.

At the 4 March 2020 Ordinary Council, Members agreed for the inclusion of £3.5m in the Capital Programme for the development of the Football Hub as

part of the budget setting process. It was agreed at the Community and Health Committee on 10 March 2020, that expenditure would only occur, subject to the full business plan and operating model being approved by a future Policy, Resource and Economic Development Committee. The Business Plan is attached as Appendix A. The plan has looked at a number of options for the development: hub location, floor plan, facility mix and operating model to ensure that the business plan is both financially viable and supports the needs of the community both now and in the future.

Cllr Russell **MOVED** and Cllr Gelderbloem **SECONDED** the recommendations in the report. A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**.

Members are asked to:

1. Agree the recommendations in the business plan (Appendix A) including: a) Option 3 preferred hub building size, 2 x 3G AGPs and 4 grass pitches as set out in Appendix 6 of the Business Plan. b) Option 4 preferred operating model as set out in Pages 8 and 9 of the Business Plan.

2. Subject to the agreement of the business plan and successful application for funding from the Football Foundation, agree the drawdown of the £2.8m allocation of funding to support the Football Hub Development.

3 Delegate Authority to the Section 151 Officer in consultation with the Chair of Community, Environment and Enforcement to agree for officers to commence a procurement exercise to appoint, main contractor, 3G pitch contractor and Project Manager and Quantity Surveyor support for the project delivery.

4 Progress the funding submission to the Football Foundation.

Reasons for Recommendation

The Play Pitch Strategy in 2018 identified a clear need for both grass pitches and 3G AGPs to be added within the Borough and the A12 Corridor in particular.

The Local Football Facility Plan in 2020 which was to highlight where investment in football facilities would need to be accurately targeted. The purpose of plan is to identify the priority projects for potential investment in Brentwood. There is also a need to take into account that 3G AGPs are meeting recreational demand from high levels of non-traditional football participation at the Brentwood Centre.

The Council's Leisure Strategy 2020-25 identifies the development of a football hub at the Brentwood Centre site as one of the key priorities of the Strategy.

276. Fees & Charges

Fees and charges made by the Council for various services are reviewed on an annual basis by the relevant Committees relating to the services provided. Recommended amendments to the fees and charges are incorporated into the budget setting process to take effect from the following financial year.

Cllr Russell **MOVED** and Cllr Gelderbloem **SECONDED** the recommendations in the report. A vote was taken by a show of hands and it was **RESOLVED**.

Members are asked to:

Agree to the proposed charges for 2023/24 as attached in Appendix A-D of the report subject to the annual budget setting process.

Reasons for Recommendation

Officers review fees and charges annually and this will be used to inform the 2023/24 budget setting process.

277. Urgent Business

One item of Urgent Business was presented to the Committee on the UK Shared Prosperity Fund 2022/23.

On 13 July 2022, the Policy, Resources and Economic Development (PRED) Committee granted delegated authority to the Strategic Director, in consultation with the Chair of PRED Committee, to prepare and submit an Investment Plan for the UK Shared Prosperity Fund (UKSPF). On 1 August 2022, Brentwood Borough Council submitted its UKSPF Investment Plan. On 5 December 2022, the Department for Levelling Up, Housing and Communities (DLUHC) confirmed that they had concluded the validation of the Brentwood Investment Plan.

A memorandum of understanding signed by the council's Chief Executive needs to be returned by 23 December 2022 for the 2022/23 UKSPF grant of £51,262 to be released.

Cllr Russell **MOVED** and Cllr Gelderbloem **SECONDED** the recommendations in the report. A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**.

Members are asked to:

R1. Delegate authority to the Strategic Director to accept the 2022/23 UK Shared Prosperity Fund grant of £51,262.

R2. Delegate authority to the Strategic Director, in conjunction with the CEE and PRED chairs, to allocate funding for 2022/23 in line with the council's submitted UKSPF Investment Plan.

The meeting concluded at 7.55pm

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Committee(s): Communities, Environment and Enforcement Committee	Date: 19 December 2022
Subject: UK Shared Prosperity Fund 2022/23	Wards Affected: All
Report of: Steve Summers, Strategic Director	Public
Report Author/s: Name: Laurie Edmonds, Corporate Manager (Economic Development) Telephone: 01277 312500 E-mail: laurie.edmonds@brentwood.gov.uk	For Decision

Summary

On 13 July 2022, the Policy, Resources and Economic Development (PRED) Committee granted delegated authority to the Strategic Director, in consultation with the Chair of PRED Committee, to prepare and submit an Investment Plan for the UK Shared Prosperity Fund (UKSPF). On 1 August 2022, Brentwood Borough Council submitted its UKSPF Investment Plan. On 5 December 2022, the Department for Levelling Up, Housing and Communities (DLUHC) confirmed that they had concluded the validation of the Brentwood Investment Plan.

A memorandum of understanding signed by the council's Chief Executive needs to be returned by 23 December 2022 for the 2022/23 UKSPF grant of £51,262 to be released.

Recommendation

Members are asked to:

R1. Delegate authority to the Strategic Director to accept the 2022/23 UK Shared Prosperity Fund grant of £51,262.

R2. Delegate authority to the Strategic Director, in conjunction with the CEE and PRED chairs, to allocate funding for 2022/23 in line with the council's submitted UKSPF Investment Plan.

Main Report

Introduction and Background

1. The UK Shared Prosperity Fund (UKSPF) was launched in April 2022 and provides £2.6 billion in funding for local investment by March 2025. It is the government's replacement for the European Structural and Investment Fund

(ESIF).

2. The Fund supports the ambitions of the Levelling Up White Paper and aims to build pride in place and increase life chances across the country.
3. All areas of the UK will receive an allocation from the Fund which is calculated using a funding formula. It is not a competitive bidding process.
4. The UKSPF sets out three key investment priorities:
 - a) Community and Place
 - b) Supporting Local Businesses
 - c) People and Skills
5. The funding for the first two priorities will commence in 2022/23, while the 'people and skills' priority will commence in 2024/25.
6. In England, the UKSPF will operate across the geographies of the Mayoral Combined Authorities and lower tier or unitary authorities. As such, Brentwood Borough Council has been identified as the lead authority for the UKSPF within the borough of Brentwood.
7. The council has been allocated exactly £1,000,000 through the UKSPF. This funding can only be accessed through a submitted Investment Plan.
8. An annual funding profile providing a breakdown of the funding for the three financial years has been developed by the Department for Levelling Up, Housing and Communities (DLUHC) for Brentwood. The breakdown is as follows:

Year	2022-23	2023-24	2024-25
Allocation	£51,262	£102,524	£846,214

9. In 2022-23, a minimum of 10% spend needs to be capital expenditure, followed by a minimum of 13% in 2023-24 and 20% in 2024-25.
10. As lead authority, the council was responsible for developing a local Investment Plan. On 13 July 2022, the Policy, Resources and Economic Development (PRED) Committee granted delegated authority to the Strategic Director, in consultation with the Chair of the committee, to prepare and submit an Investment Plan for UKSPF.
11. The council's Investment Plan was submitted to government on 1 August 2022.

12. After consultation with a wide range of community stakeholders as per the UKSPF guidance, the council prioritised the following interventions in its Investment Plan:
- a) **E1:** Funding for improvements to town centres and high streets, including better accessibility for disabled people, including capital spend and running costs
 - b) **E6:** Support for local arts, cultural, heritage and creative activities
 - c) **E10:** Funding for local sports facilities, tournaments, teams and leagues; to bring people together
 - d) **E23:** Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks

13. The council has budgeted its £1m UKSPF funding amongst the interventions as follows:

Investment Priority	Intervention	Capital 22/23	Revenue 22/23	Capital 23/24	Revenue 23/24	Capital 24/25	Revenue 24/25	Totals
Communities & Place	E1: Improvements to town centres & high streets	£1,708	£13,668	£4,443	£26,316	£56,414	£197,451	£300,000
Communities & Place	E6: Local arts, cultural, heritage & creative activities	£1,709	£13,669	£4,443	£26,314	£56,415	£197,450	£300,000
Communities & Place	E10: Local sports facilities, tournaments, teams & leagues	£1,710	£13,667	£4,443	£26,315	£56,415	£197,450	£300,000
Local Business	E23: Strengthening local entrepreneurial ecosystems	£0	£5,128	£0	£10,253	£0	£84,619	£100,000
								£1,000,000

14. The submitted Investment Plan identifies priorities within the council's Corporate Plan 2020-2025 that align with the Investment Priorities of the UKSPF and consists of an outline proposal that features a focus on high street regeneration, both through physical improvements and through the promotion of a local arts and cultural offering to develop a stronger and identifiable Brentwood borough brand.

Projects are likely to include, but are not necessarily limited to:

- a) Investment in open air markets, events and improvements to town centre retail and service sector infrastructure
- b) Support for local arts, cultural, heritage and creative activities
- c) Development and promotion of wider campaigns which encourage people to visit and explore the local area

- d) Development and promotion of the visitor economy, such as local attractions, trails, tours and tourism products
 - e) Support businesses at all stages of their development to start, sustain, grow and innovate
 - f) Support decarbonisation and improving the natural environment whilst growing the local economy
15. Working across boundaries with different local authorities is heavily encouraged, especially around the *supporting local business* priority. Collaboration has taken place with Rochford District Council as part of the councils' OneTeam partnership, along with other Essex authorities to identify potential synergies.
 16. Lead authorities must create a Local Partnership Group to provide advice on strategic fit and deliverability – taking care to avoid conflicts of interest. This will ensure that Fund investments complement other activities in the area and meets Fund and local objectives.
 17. The Local Partnership Group will be convened by the lead local authority and should include the following types of groups:
 - a) local businesses and investors
 - b) business support providers or representatives
 - c) local partnership boards and strategic bodies
 - d) prominent local community & faith organisations
 - e) voluntary, sector social enterprise and civil society organisations
 - f) education and skills providers and employment experts and providers
 - g) nature, environmental or associated representatives
 - h) public health representatives
 - i) local MP
 18. The Brentwood Borough UKSPF Local Partnership Group will meet on 20 December and quarterly thereafter until March 2025.

Issue, Options and Analysis of Options

19. The council's Investment Plan was approved by the government on 5 December 2022. The UKSPF memorandum of understanding needs to be returned to DLUHC no later than 23 December 2022 to claim the 2022/23 funding totalling £51,262.
20. The UKSPF prospectus states that local authorities will be asked to return any underspends at the end of each financial year.

21. The next PRED Committee meeting is on 8 February 2023. Waiting until this date for a decision about delegated authority to allocate funding for 2022/23 risks the council not being able to spend all of the initial UKSPF allocation by 31 March 2023.
22. Receiving delegated authority from the Communities, Environment and Enforcement (CEE) Committee in December 2022 will enable officers to begin commissioning UKSPF projects.
23. Due to the short delivery window for 2022/23 and the limited funding available, it is expected that the council will commission third party organisations or procure service provision to deliver 2022/23 UKSPF projects.
24. For 2023/24 and 2024/25, UKSPF funds will be allocated in a combination of grants to public or private organisations, commissioning third party organisations, procurement of service provision and in-house provision.
25. A paper will be taken to PRED Committee on 8 February 2023 to provide members with an update on UKSPF since July 2022 and to seek delegated authority to allocate funding for 2023/24 and 2024/25, in line with the council's submitted UKSPF Investment Plan.

References to Corporate Plan

26. The council's Corporate Strategy identifies priority areas, which include protecting our environment, growing our economy, improving housing, and developing our communities. The project affects strategic priorities through its proposals. The council's Economic Development Strategy defines economic objectives that will be consistent with the Investment Plan for Brentwood.

Implications

Financial Implications

Name/Title: Tim Willis, Interim Director of Resources

Tel/Email: 01277 312500/tim.willis@brentwood.rochford.gov.uk

27. The Fund has been allocated to cover the cost of projects that deliver local benefits. The Investment Plan has identified the council's strategic priorities for the Fund, along with expected outputs and outcomes.
28. In addition to the £1m UKSPF allocation, a further one-off allocation of £20k will be provided from DLUHC for consultancy support.

29. The Council will be able to use up to 4% of our UKSPF allocation to undertake necessary fund administration, such as project assessment, contracting, monitoring and evaluation and ongoing stakeholder engagement.

Legal Implications

Name & Title: Andrew Hunkin, Interim Director of People & Governance) and Monitoring Officer

Tel & Email: 01277 312500/andrew.hunkin@brentwood.rochford.gov.uk

30. All spend associated with the Fund must be compliant with the Public Contracts Regulations 2015 and follow the Council's procedures.

Economic Implications

Name/Title: Phil Drane, Director of Place

Tel/Email: 01277 312500/phil.drane@brentwood.rochford.gov.uk

31. The economic implications are included within this report. The Fund provides investment for projects that help to deliver economic growth.

Equality and Diversity Implications

Name/Title: Kim Anderson, Corporate Manager (Communities, Leisure and Health)

Tel/Email: 01277 312500/kim.anderson@brentwood.gov.uk

32. Equality implications will be considered as individual work streams are developed.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

33. Investment in High Streets and related initiatives can include elements of designing out crime. Engagement with key stakeholders has included Essex Police and this will continue as part of further defining projects.

Background Papers

- The UK Shared Prosperity Fund guidance has been published online: <https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus/uk-shared-prosperity-fund-prospectus>