

Committee: Policy, Resources and Economic Development	Date: 18 th March 2020
Subject: Chair's Annual Review Report	Wards Affected: All
Report of: Directors of Brentwood Borough Council	Public
Report Author/s: Name: Steve Summers- Chief Operating Officer Telephone: 01277 312500 E-mail: steve.summers@brentwood.gov.uk Name: Jacqueline Van Mellaerts – Director of Corporate Resources Telephone: 01277 312500 E-mail: jacqueline.vanmellaerts@brentwood.gov.uk Name: Phil Drane – Director of Strategic Planning Telephone: 01277 312500 E-mail: philip.drane@brentwood.gov.uk Name: Greg Campbell – Director of Environment Telephone: 01277 312500 E-mail: greg.campbell@brentwood.gov.uk Name: Chris Leslie – Director of Commercial Telephone: 01277 312500 Email: christopeher.leslie@brentwood.gov.uk	For Information

Corporate Plan 2020 – 2025

The five year Corporate Plan was delivered in January 2020 following a delay due to the General Election. This document reflects the organisations priorities following consultation. The priorities within this document will set the agenda for the next five years developing and focusing the Council's work in line with that of our residents.

The key themes of the strategy are:

- Growing our economy
- Protecting our environment
- Developing our communities
- Improving housing
- Delivering an effective and efficient council.

Programmes and projects for each of these key priority areas will be developed and when appropriate bought back to the relevant committee for approval

Parking Order Report

The Parking order was amended by PRED last year to include Housing Sites and the Town Hall Car Parks. Amending the order enables the Council to carry out a formal process which includes consultation and advertising of any proposed changes which in turn allow parking restrictions to then be put into place.

Town Hall - The process for the Town Hall site is complete with control measures Monday to Friday. However, the Parking Order requires amending to allow the introduction of, and management of, public parking at the weekends and further to enable the introduction of Electronic Vehicle Chargers. These changes will be brought before a future PRED Committee later this year.

Housing Sites - Following the amendment to the Parking Order to include some Housing Sites the introduction of parking measures at Railway Square, is now underway.

The initial letter to inform ward members and consult with them on this site to introduce parking measures have now been sent. This will be followed by

- Formal Consultation with local residents followed by
- Advertisement of the proposed change

During this period work to improve the car park will take place

Development of Green Initiatives

A full update on all green initiatives has been tabled to this committee, PRED 18th March 2020 for consideration. Below is a situation list from that report:

- **Electric Vehicle Charging Pilot** – Contract agreed, implementation due to start May 2020
- **Electric Vehicle Pool Car Scheme Pilot** – Procurement undertaken and working to have cars in place for May 2020
- **Single Use Plastic** – Work continues to reduce the single use plastic in our Council Buildings, at our events and used by staff by 2020
- **Lighting Survey** – confirmed that the Town Hall and Multi Storey Car Park both have full LED lighting, further investigation will be made to work up recommendations for the Depot and the Brentwood Centre
- **Cessation of Balloon and Lantern releases in Brentwood Parks and Events** – Agreed to ban these for sale or release on Council owned land, amending terms and conditions to enable this and further to produce signage to state this ban at our parks
- **Carbon Absorption – Creation of Woodland at Hutton Country Park** – Public consultation has started on the creation of a woodland at Hutton Country park which will end on the 24th March 2020. A business case will then be brought to a future PRED Committee.

- **Carbon Absorption and Reduction - Creation of Pine Tree Plantation**
– A business case will be developed to support the local provision of locally sourced trees.
- **Carbon Reduction - Reduction by using locally sourced timber** - scheme piloted through provision of a bench in Shenfield using locally sourced wood from Brentwood. Further work is in the pipeline including tables and chairs for a specific area in the King Georges Park. These pilots will assist to develop the business case.

Local Development Plan

The committee reviewed consultation responses from the Pre-Submission Local Plan (Regulation 19) consultation launched in early 2019. After consideration of key issues raised, and in particular where most residents raised concerns about the impacts of development, and Addendum of Focussed Changes to the Pre-Submission Local Plan was approved for consultation. The addendum proposed that four sites (two in Blackmore and two in Shenfield) see a reduction in the number of homes to be delivered and the shortfall be made-up at Dunton Hills Garden Village within the plan period. These amendments resulted in no change to the Council's position that the borough's full housing needs are to be met. Consultation ended in November 2019 and the Council subsequently approved to submit the addendum alongside the plan to the Secretary of State for Examination in Public in January 2020.

Brentwood Town Centre Design Guide

The committee approved adoption of the Town Centre Design Guide as a Supplementary Planning Document in November 2019. The document provides the Council's Planning Development Management Team with the tools to advise those proposing development in the Town Centre on high quality design expectations and examples of good practice. The document is consistent with the Council's emerging Local Development Plan and the recently published National Design Guide.

Economic Development Study

Members have been presented with several updates on economic performance in the borough during 2019/20, including top 50 businesses by turnover and rates payable. Brentwood Town Centre monitoring reports have been presented on ground floor uses and vacancies, compared each quarter to monitor trends. The committee resolved to commission an Economic Development Study to assess the local economy and advise the Council of ways to enable growth. Recommendations from the study are presented at March committee. Outputs will inform a new Economic Development Strategy, along with other evidence, including the Corporate Strategy 2020-2025.

Place Audits of Brentwood, Shenfield and Ingatestone

Work has been commissioned to consider the changing nature of the high street and consumer behaviour. Place Audits were co-commissioned with key partners, Brentwood Chamber and Brentwood Business Partnership, to focus on the borough three main centres. Work includes interviews with local businesses and a series of workshops. An update from the Place Audit work is presented at March committee. The final report will be issued in April 2020 and presented to a future PRED Committee. Outputs will inform a new Economic Development Strategy, along with other evidence, including the Corporate Strategy 2020-2025.

Data Protection Officer

Members reviewed the Council's provision of data protection services and recommended that the Data Protection Officer be the Council's Deputy Monitoring Officer.

Whistleblowing Policy

Members approved a draft revised Whistleblowing Policy and plans for training to be included in the Members Training Programme 2019/20.

Seven Arches Investments Limited

New governance processes for funding acquisitions have been put in place. Four investment properties have come forward to the Committee for approval via the new arrangements to date.

A development partnership with Morgan Sindall Investments Limited was entered into on 9th October 2019. Since then the partnership has established itself and began stakeholder engagement with design proposals being developed. Regular reports have been presented to the Committee to update them on progress.

South Essex Parking Partnership

The Council approved to enter into a Service Level Agreement (SLA) with Chelmsford City Council, the Lead Authority for the South Essex Parking Partnership (SEPP) for the Council's enforcement officers to provide additional parking enforcement patrols.

The intention is to provide additional resources that will allow the Council's enforcement officers to be able to provide patrols outside of normal office hours covering a range of duties whilst fulfilling our obligations as outlined in the SLA.

The SLA will be for a period of one year with an option for both parties to agree to extend up to 31st March 2022 when the current SEPP Joint Committee Agreement expires.

Members agreed Under the terms of the Service Level Agreement the Council will receive an annual sum of £33,000 for providing a minimum of 76 enforcement patrols.

Revenues and Benefits Penalties Policy

The Committee approved a Revenues & Benefits Penalties Policy. The purpose of this policy was to ensure consistency of approach by Officers in applying penalties in prescribed circumstances for Council Tax and Benefits customers, so that these customers are treated equally and fairly.