



Minutes

Ordinary Council Wednesday, 16th March, 2022

Attendance

Cllr Ms Sanders (Mayor)
Cllr Reed (Deputy Mayor)
Cllr Aspinell
Cllr Barber
Cllr Barrett
Cllr Bridge
Cllr J Cloke
Cllr S Cloke
Cllr Cuthbert
Cllr Mrs Fulcher
Cllr Fryd
Cllr Gelderbloem
Cllr Haigh
Cllr Hirst
Cllr Mrs Hones
Cllr Hossack

Cllr Jakobsson
Cllr Kendall
Cllr Lewis
Cllr McLaren
Cllr Mynott
Cllr Naylor
Cllr Nolan
Cllr Parker
Cllr Mrs Pearson
Cllr Mrs Pound
Cllr Russell
Cllr Tanner
Cllr Wagland
Cllr White
Cllr Wiles

Apologies

Cllr Dr Barrett
Cllr Mrs Davies
Cllr Laplain

Cllr Poppy
Cllr Tierney

Officers Present

Philip Drane
Jacqueline Van Mellaerts
Claire Mayhew
Jonathan Stephenson
Steve Summers
Tracey Lilley

- Corporate Director (Planning and Economy)
- Corporate Director (Finance & Resources) & S151
- Corporate Manager (Democratic Services)
- Chief Executive
- Strategic Director
- Corporate Director (Housing and Community Safety)

LIVE BROADCAST

[Live broadcast to start at 7pm and available for repeat viewing.](#)

358. Apologies for Absence

Apologies were received from Cllr Laplain, Cllr Tierney, Cllr Poppy, Cllr Heard and Cllr Dr Barrett.

359. Declarations of Interest

There were no declarations of interest at this stage.

360. Mayors Announcements

The Mayor informed the Council:-

I wanted to take this opportunity to address the awful event taking place in Ukraine. I hope that I speak on behalf of Councillors, officers and the residents of the Borough to say that we condemn the illegal invasion of Ukraine by Putin, and as the Mayor, first citizen of the Borough, we endorse this position on behalf of the Council, alongside a minute's silence for the victims of this invasion.

We, as Brentwood Borough Council, stand together with our residents of Ukrainian heritage and will support them in their hour of need.

We have residents of Ukrainian heritage in our Borough. They are understandably fearing for the lives of their loved ones in Ukraine. The Borough has already demonstrated our solidarity with the Ukrainian community by lighting up the Town Hall in the colours of Ukraine and we are flying the flag of Ukraine.

We welcome the actions of Brentwood Mutual Aid and other groups in bringing the community together to support the people of Ukraine.

We acknowledge this is an act of aggression by Putin, not by residents of Russian heritage living and working in Brentwood. We must support all of our residents here to live peaceful lives without fear or anxiety.

We pride ourselves in welcoming residents from all over the world. We will warmly welcome Ukrainians to our Borough as part of any national refugee effort.

We urge:

- *Peace*
- *Residents to come together in difficult times and support each other when the burden can seem heavy.*

- *People to support the Ukrainian communities across Essex who are mobilising in support of Ukraine by donating to funds which they have set up to provide critical support for Ukraine at this time.*
- *The Government to do everything possible to support the Ukrainian people who are being displaced from their homeland including welcoming them into this country.*

Please can we take this opportunity to take a minute's silence for the victims of the invasion.

Since the last Ordinary Council meeting, I was delighted to hold a charity Afternoon Tea and Tour of Ingatestone Hall by Lord Petre and his son Dominic. This was a lovely afternoon and raised over £500 for my chosen charities.

Just last week, I took part in a tree planting at King Georges Playing Fields in honour of the Queens Green Canopy – an initiative of tree planting across the Country for the Queens Platinum Jubilee. I also got the opportunity to open the new soft play and Tag Active at the Pavilion within King Georges which will be a great asset to the Borough – and was lot of fun!

On Monday of this week, I raised the flag to celebrate Commonwealth Day The theme for Commonwealth Day 2022 centres around “Delivering a Common Future” and how the 54 member countries in the Commonwealth family are ‘innovating, connecting and transforming’ to help achieve goals like fighting climate change, promoting good governance and boosting trade. It was lovely to be joined by schoolchildren from the borough to read the Commonwealth Day message from the Secretary General of the Commonwealth.

Lastly, I look forward to welcoming many of you to my upcoming Civic Dinner on Friday 8th April – there is still time to purchase your tickets if you wish to attend.

361. Minutes of the Ordinary Council meeting held 8th December 2021

The Ordinary Council meeting held on 8th December 2021 were **APPROVED** as a true record. The minutes contain a summary of the meeting, to view the full meeting, please visit <https://www.youtube.com/watch?v=oXh-oX99IRI>

362. Minutes of the Extra Ordinary Council meeting held on 23rd January 2022

The Extra Ordinary Council meeting held on 23rd January 2022 were **APPROVED** as a true record. The minutes contain a summary of the meeting, to view the full meeting, please visit <https://www.youtube.com/watch?v=oxCeNji45k0>

363. Minutes of the Ordinary Council meeting held on 23rd February 2022

The Ordinary Council meeting held on the 23rd February 2022 were **APPROVED** as a true record. The minutes contain a summary of the meeting, to view the full meeting please visit <https://www.youtube.com/watch?v=P9cARVt3xio>

364. Public Questions

In accordance with the Council's Constitution, a member of the public resident within the Borough may ask a maximum of two questions relating to the business of the Council providing notice has been received by 10.00am two working days before the relevant meeting.

Four Public Questions had been received and these were put to and responded to by the Leader of the Council, Cllr Hossack, as follows:

Mrs Pat Smith submitted one question as follows:

1. *How does the Council's constitution prevent a slide into political extremism (for example extreme right or left wing attitudes and behaviour) by the administration? What are the checks and balances? Are they being applied?*

Cllr Hossack responded as follows:

The Constitution in part 5 clearly sets out the Model Code of Conduct including the Nolan Principles that all Councillors must abide by when undertaking official duties for the Council. The Monitoring Officer on receipt of a complaint, will speak to the Independent Person to make an initial decision if the complaint should be investigated or not. The checks and balances are in place and are adhered to through the proper processes.

Mrs Susan Kortlardt submitted two questions as follows:

1. *Essex County Council has placed addressing the climate challenge at the heart of its strategic priorities. As there are four Essex County councillors covering Brentwood Borough, presumably they support the key steps published in the Essex Climate Action Commission's report 'Net Zero by 2050', with Step 1 including all new builds to have solar panels from 2021, with 25% of all roofs having solar panels by 2030.*

Could Brentwood lead the way by achieving this target sooner by fitting all its estate with solar panels in the next eighteen months?

Cllr Hossack responded as follows:

The Council will endeavour to support Essex County Council in delivering its climate challenge priority.

In turn the Council has recently approved its own Environment Strategy for consultation. The Council seeks to implement a Strategy that confirms the direction of the organisation aligning and affirming with the actions already taken, identifying key targets and objectives to ensure the Council is on track to meet its long-term aspirations of carbon neutrality by 2040. This strategy ensures individual projects that are delivered will result in the overall outcomes and objectives being met.

In addition to the Environmental Strategy, The Council recently adopted the Asset Management Strategy 2022-2025. This strategy has seven key priorities with one being reducing the environmental impact of our estate, regarding the energy it consumes, emissions it generates, and the materials used in construction.

These strategies require action plans to support the delivery of the Council's commitments. Action plans must align with the financial resources available. Achieving net zero comes at a cost and the delivery of the environmental strategy must balance with the Council's, resources, finances and budget setting process. The Council will seek all funding possibilities to maximise the ability to deliver as many outcomes as possible as outline within it's own environmental strategy.

Cllr Aspinell has asked if the question was specially to the Leader. If not, he asked if he could reply. Mrs Kordtlandt confirm the question was not just to the Leader of the Council.

Cllr Aspinell replied to Mrs Kordtlandt question:-

I welcome the question, as the Liberal Democrats side of the Chamber have been going on about for 12/15 years. We should have taken the advantage when government afforded this all those years ago for decent tariffs returns if we had placed solar panels on our estate, this isn't just the council housing, it's the Brentwood Centre it's the depot, it's all over. So yes, I would absolutely love to have started that when we first introduced climate change initiatives, all those years ago. You've heard the answer from the from the Leader. I believe in action rather than word and you see no action we have been asking for this simply since the first local development plan was laid down.

There's no renewable energies within that plan, that I know of that has been placed in it and we're looking at strategies now to have an idea of what we'd like to do about it and as you've heard from the Leader there's a cost so in other words that won't see the light of day. We've been waiting for a parking strategy for about 20 years that still hasn't seen the light of day. So, I'm sorry, I don't see anything immediately happening, but I'd love to be able to deliver an 18 months, you'd have our complete support.

Cllr Barrett also responded to Mrs Kordtlandt question:-

I think it's interesting what's been stated by both the other groups and I think on a practical basis actually solar panels and more importantly I think actually

energy and energy saving measures and insulation in homes it can be aggressively important and actually a spend to save measure and count for asthma talks about costs and the Cllr Hossack quite rightly says we have a housing budget that we have to hit but I'm believing that the current circumstances the current energy crisis for our residents there is now a new potential impetus given where energy prices are given the problems of dependence on gas of actually using this as a spend to save opportunity like it'll be something good to consider in the new civic year ahead of us and I'm sure that actually across groups. we can actually come together to produce something rather than fighting this chain but do something sensible

2. *I note, from the recent report of Essex Climate Action Commission, that 49% of carbon generated in Essex is transport-related, of which 90% is from vehicle use, that the number of battery electric vehicles in the UK has tripled in the last two years and continues to grow strongly.*

I understand that Brentwood Council decided 3 to 4 years ago to install 40 public electric vehicle charging points (PEVC's) across Borough-owned car parks, but that this total has now been reduced to 20. Also, according to this report, there are still only 7 PEVC's in the Brentwood area, the second lowest in Essex. Only Castle Point has fewer, with 3.

In light of this extremely weak performance, I should like to ask what is preventing the Council from delivering on its commitment? I am sure that the 3 Brentwood Council members who also sit on Essex County Council, Barry Aspinell, Lesley Wagland (Cabinet Member for Highways) and Andy Wiles will want to ensure that ECC's support for more sustainable travel options is given proper priority.

Cllr Hossack responded as follows:

Brentwood Borough Council are committed to introducing Electric Vehicle Charging points across the borough however we are limited by the space we as a Council own which is accessible by vehicles. We have undertaken a feasibility study which sets out our path for delivering EV Charging points over the next 8 years to 2030. These will be provided within car parks we control.

We are presently determining the provider of the next phase of EV Chargers to be delivered in Brentwood Council Car Parks. This will deliver at least 20 EV Chargers in our car parks and although the Council hope it will deliver much more, this is dependent on available power.

However, the third phase seeks to increase the overall number of EV Chargers towards 100 and then towards 200 in 2030. In order to achieve these numbers further work will be required to confirm the available power supply is adequate.

The Council are also working with Essex County Council and will be willing to be part of a pilot where appropriate to install on street parking.

We envisage the roll out of EV Charges to commence in late Spring early Summer 2022.

Cllr Aspinell responded to Mrs Kordlandt question:-

I'm declaring interest as named as a Essex County Councillor, but I hear tonight speak as a member of the Brentwood Borough Council now several years ago when I was Leader of this Council I met with some energy companies that were setting up to discuss how to put electric charging points into what the Leader described as areas that residents do not have driveways, so we were looking at like is it Albert Street, North Road Avenue and those areas that are of just residential roads with no driveways and we were looking at how they've rolled that out in other boroughs quite successfully.

So officers of this Council were aware of that some 6/7 years ago when we were having these discussions and I am totally a loss why this wasn't encouraged. I know the reason why, because it was a Lib Dem idea. We shouldn't be doing it, so all talk and all discussions with that was stopped immediately. We're now seven years down the road and we still haven't got them four or five years ago,

I put a motion to full council to have an area around that we border on the M25 as a station just to deal with electric charging vehicles, that wasn't progressed, but Braintree had done it and the marvellous now I'm sure that you heard in the Leaders response that strategy is being drawn up yet another one, just delaying in my opinion. We should have gone down this road a long time ago.

I think that electrical vehicles probably be out of fashion and be replaced by something else such as carbon hydrogen driven before we get around to getting to our faulty target by 2030. So that's my response

Mrs Jan Gearon-Simms submitted one question as follows:

- 1. Do you agree that any Brentwood Council tax payers has the democratic right to choose not to be on the internet and not to own a mobile phone?*

What is Brentwood Borough Council's response to these particular residents?

Cllr Hossack responded as follows:

Any individual has the right not to access technology as they wish. Residents who wish to access the Council can do so by visiting the reception area in the Town Hall, or by either using the Royal Mail or posting documents into the post box at the Town Hall.

The Council recognises that there is not just one way to interact or connect with the residents and continues to improve its commitment to accessibility.

365. Memorials or Petitions

No memorials or petitions were received.

366. Boundary Commission

To seek the approval of Brentwood Borough Council (the Council) to advise the Local Government Boundary Commission England [LGBCE] that the Council, should in future be served by 39 Councillors.

Cllr Hossack **MOVED** and Cllr Parker **SECONDED** the recommendation within the report.

- 1. That, in response to a request by the LGBCE, this Council agrees to inform the LGBCE that it wishes to see 39 Councillors elected to serve the Borough in the future.**
- 2. That the Council Size submission (Appendix A) providing the reasoning be submitted to the LGBCE.**

Cllr Barrett **MOVED** and Cllr Kendall **SECONDED** additional recommendations as follows:

- R3 This council will undertake a consultation on it's method of elections to commence in 2024 to align with the LGBCE Order implementation.**
- R4 If R3, is agreed then this Council agrees that the question to be asked in the Consultation be:**

Do you think Brentwood Borough Council should:

- Elect one third of our Borough Councillors every year (“by thirds”)**
- Elect all of our Borough Councillors every four year (“whole council/all out”)**

R5, if R3 and R4 are agreed that this Council in submitting its submission to the LGBCE, will inform the Commission that it is the intention of this Council to consult on it's form of elections in the new municipal year. The result of the Consultation be brought to a future meeting of the Ordinary Council.

Cllr Hossack did not accept the amendments.

After a full discussion, as further amendment was proposed under procedure rules 8.1 (l) **MOVED** by Cllr White and **SECONDED** by Cllr McLaren to include:

- R6. The form, timing and structure of the Consultation be agreed at the Audit & Scrutiny Committee.**

This was agreed by Cllr Barrett.

A vote was taken recommendation R3,R4,R5 and R6.

This was **CARRIED** and become part of the substantive motions.

A vote was taken by a show of hands on the following recommendations.

1. **That, in response to a request by the LGBCE, this Council agrees to inform the LGBCE that it wishes to see 39 Councillors elected to serve the Borough in the future.**
2. **That the Council Size submission (Appendix A) providing the reasoning be submitted to the LGBCE.**
3. **This council will undertake a consultation on its method of elections to commence in 2024 to align with the LGBCE Order implementation.**
4. **This Council agrees that the question to be asked in the Consultation be:**

Do you think Brentwood Borough Council should:
 - **Elect one third of our Borough Councillors every year (“by thirds”)**
 - **Elect all of our Borough Councillors every four year (“whole council/all out”)**
5. **This Council in submitting its submission to the LGBCE, will inform the Commission that it is the intention of this Council to consult on its form of elections in the new municipal year. The result of the Consultation be brought to a future meeting of the Ordinary Council.**
6. **The form, timing and structure of the Consultation be agreed at the Audit & Scrunity Committee.**

367. Corporate Peer Challenge

Brentwood Borough Council invited the Local Government Association to conduct a Corporate Peer Challenge in November 2021. The Peer Team issued their Feedback Report on the 23rd February 2022 and is attached as Appendix A. In accordance with the LGA Corporate Peer Challenge process the report and draft action plan will be formally published on the Council's

website within 6 weeks of the council receiving the report. The LGA will undertake a follow up visit in late summer and update monitoring reports on the action plan will be made to the Policy, Resources and Economic Development Committee.

Mr Summers and Mrs Mayhew were thanked for their work on the Corporate Peer Challenge.

Cllr Hossack **MOVED** and Cllr Parker **SECONDED** that the recommendations within the report.

A vote was taken by a show of hands and was **RESOLVED UNANIMOUSLY**

1. That Members note the Corporate Peer Challenge Feedback Report attached at Appendix A.

2. Members agree that regular update reports on the action plan are made to the Policy, Resources and Economic Development Committee.

Reasons for Recommendation

To ensure that the Peer Review recommendations are implemented and regularly reviewed.

The meeting was adjourned at 21.06 for a 5 minute comfort break

368. Annual Review

This report updates members on progress of the Corporate Strategy 2020/2025 and presents an annual review document for approval.

Cllr Hossack **MOVED** and Cllr Parker **SECONDED** that the recommendation within the report.

Members made reference to the Parking Strategy, Housing, all lane active travel scheme, Sawyers Hall Lane active travel scheme, Town Centre Conferences and energy efficiency

A vote was taken by a show of hands, it was **RESOLVED.**

- 1. To note the Corporate Strategy 2021/2022 Annual Review and approve the draft document as set out in Appendix A.**
- 2. To provide delegated authority to the Chief Executive in consultation with the Leader and Deputy Leader to make any minor amendments to Appendix A including decisions of other committees during March 2022.**

Reason for Recommendation

The Council is required to have and publish a Corporate Strategy.

The Council requires sound strategic direction to deliver its objectives.

(Cllr Russell left the Chamber during this item, therefore was unable to take part in the vote & Cllr Mrs Davies left and didn't return to the meeting)

12. Members' Written Questions – Annual Review

Chair's questions will be taken under the Annual Review item as per last year. Members can ask up to two questions to two different Chairs.

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

- any matter included within the Annual Review; or
- 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 written and oral questions and answers will not exceed 60 minutes without leave of the Mayor.

Two written questions have been received from Cllr Naylor, as follows:

Question 1

It was good to see the installation of the Electric Vehicle charging point in the Council carpark, and that it appears to be well used and appreciated. I also understand from a recent conversation I had with an officer, that the current overflow car park at Kings George's will soon have installed 5-10 EV charging points.

However, EV charging points at Williams Hunter Way car park have not been installed, and other potential ideal locations like Shenfield High Street and its Car Park do not have any charging points.

Can Members and the Public here, be provided with an update on the progress of installation of charging points around the Borough and the location of these points and the type/standard of the points, any difficulties the Council is facing installing points, and whether the Council has taken up any opportunity to access Central or Regional government schemes/funding, for example, the 'On-Street Residential Chargepoint Scheme'.

Response:

Thank you, Councillor, the procurement for the provider of the EV Chargers is nearly complete and confirmation of appointment will happen in the next two weeks. The council will then have a contractor in place who will roll out EV Charging Points in a number of Council owned Car Parks including King Georges,

the Multi Storey Car Park, William Hunter Way, Chatham Way, Hunters Avenue in Shenfield, Friars Avenue in Shenfield, Market Place Ingatestone and Bell Mead Ingatestone. Once the contractor is in place a timeline will be produced confirming when installation of the EV Chargers to the different locations is scheduled.

The EV Chargers provided will be a mixture of Fast Charging and Rapid charging which will depend on the amount of power that will be accessible at the different locations. The contractor will apply for and use government funding where appropriate. With regards on-street EV Charging, Brentwood Council are engaged with Essex County Council who are seeking to roll out pilots later this year and we will continue to discuss this with them.

Question 2

The cost of fossil fuel derived energy is on the rise, predicated to shapely rise again in the coming weeks and months.

Given the high cost of energy, not just in Monetary terms, but the burning of fossil fuels has for example on the Air Quality in Brentwood and its associated health implications. Will the Council take every opportunity during this difficult period for consumers and residents and what should be a decade of transition away from dirty and problematic fossil fuels, to improve provision and access to Public Transport, high quality Walking and Cycling infrastructure, EV Charging Points, and building that are less reliant on fossil fuel energy.

Whether it's for example, accessing schemes or funding from Central/Regional government, lobbying Central and Regional government for help and investment, and ensuring plans for development in the borough are up to standard, and developers contribute to the task.

Response:

Thank you, Councillor, for your question. I can confirm that the Council will support initiatives that encourage or allow access to funding for our residents to undertake 'Environmental' projects in order to reduce their own carbon footprint. The Council will be investing in more EV Chargers across Council owned car parks and new developments must meet much tighter environmental requirements when they build than before. The Council have already been successfully awarded from the LADS 2 programme £202k funding to retrofit some of our HRA housing with the council setting side £66k match funds to support the full unlocking of this funding.

369. Notice of Motion

One Notice of Motion had been received, as detailed in the report.

Motion 1 – Received on 16th November 2021 @ 16.16 was deferred from Ordinary Council on 8th December 2021.

Mover: Cllr Lewis

Seconder: Cllr Aspinell

This Council resolves to have placed in our Constitution's Planning Chapter that any councillor(s) who individually, or through their party affiliation, have received donations from land owners /agents/developers should be prohibited to sit and vote on a planning committee where that land /planning application is being discussed.

Cllr Hossack **MOVED** an amendment and Cllr Parker **SECONDED** the suggested wording to Cllr Lewis motion.

This Council resolves to ask the Constitution Working Group to view any donations have placed in our Constitution's Planning Chapter that any to councillor(s) who individually, or through their party affiliation, have received donations from land owners /agents/developers should be prohibited to sit and vote on a planning committee where that land /planning application is being discussed.

This was not accepted by the Cllr Lewis. A vote on the amendment was taken by a show of hands and was **RESOLVED**.

The Mayor informed the Council at 22.26 that the next item, urgent business will go the guillotine and be not be debated and will go straight to the vote.

370. Urgent Business

Revenue and Benefits Partnership

Members will be aware that the Council entered a partnership arrangement with Basildon Borough Council to deliver both councils' Revenue and Benefits Services. The Partnership Board consists of officer representatives from both authorities which oversees performance of the current partnership whilst also exploring future sharing opportunities.

Following discussions between the respective local authorities, an opportunity has now arisen to investigate the possibility of expanding the partnership to include the provision of Revenue and Benefits Services to Castle Point Borough Council.

Subsequently a high-level piece of work was undertaken to benchmark Castle Point Borough Council's Revenues and Benefits Service against the existing Brentwood and Basildon Shared Service. As this piece of work was very high level the data gathered could not be used to establish viability of a shared service without further detailed work being undertaken.

To proceed, an equal level of commitment is required from all interested parties, and this is reflected in the proposed Memorandum of Understanding (MoU) with Brentwood Borough Council, Basildon Borough Council and Castle Point Borough Council as attached at Appendix A.

Cllr Hossack **MOVED** and Cllr Parker **SECONDED** the recommendations within the report.

A vote was taken by a show of hands and it was **RESOLVED**.

1. **Approve Brentwood Borough Council enters into a Memorandum of Understanding (MoU) with Basildon Borough Council and Castle Point Borough Council to enable the commencement of exploratory work in relation to a potential joint working opportunity as attached at Appendix A.**
2. **Approve that a detailed Business Case is reported to a future Policy, Resources and Economic Development Committee.**

REASON FOR RECOMMENDATION

To enable the council to consider opportunities to meet the Corporate Strategic Plan 2020- 2025 key priority of 'Delivering an efficient and effective council'.

Cllr Sanders wished all the Members well in the upcoming Borough Elections and thanked the Members that are not re-standing for all the hard work they had undertaken for the Borough during their time in office.

The meeting ended at 22:40hrs
