



Minutes

Community Services Committee 26.2.2014

Membership/Attendance

- | | |
|----------------------------|-------------------|
| * Cllr Mrs Pound (Chair) | * Cllr Kendall |
| * Cllr Parker (Vice-Chair) | * Cllr Le-Surf |
| * Cllr Carter | * Cllr McCheyne |
| * Cllr Clarke | * Cllr Mrs Murphy |
| * Cllr Mrs Cornell | * Cllr Russell |
| * Cllr Mrs Davies | * Cllr Sparling |
| * Cllr Ms Golding | |

*present

Also present

Cllr Aspinell
Cllr Hossack
Cllr Mrs McKinlay
Cllr Quirk
Mrs J Elliott – Tenant Talkback representative
Mrs M Montgomery – Tenant Talkback representative
Jason Manning

Officers Present

Kim Anderson - Partnership, Leisure & Funding Manager
David Carter Senior Environmental Health Officer
Ashley Culverwell – Head of Borough Health, Safety and Localism
Malcolm Knights – Head of Housing
David Lawson – Monitoring Officer
Tracey Lilley – Community Safety Officer
Keith Lindup - Consultant
Roy Ormsby – Head of Streetscene
Jean Sharp – Governance and Member Support Officer

365. Apologies for Absence

No apologies were received.

366. Minutes of the Community Services Committee meeting held on 8.1.2014.

The minutes of the 8.1.2014 meeting were approved.

367. New Tenancy Agreement

The report before Members proposed a final amended tenancy agreement following consultation with existing tenants which had produced a 32% response.

Members commended officers, Members and Tenants Talkback representatives on their work in relation to the new tenancy agreement.

Following a full discussion, Cllr Ms Golding MOVED and Cllr Sparling SECONDED and it was

RESOLVED that:

1. The variations to the Council's tenancy agreement detailed in Appendix 10.1 to the report be approved.
2. The Head of Housing be authorised to send notice of variation to existing tenants, and to issue new fixed term tenancies in accordance with the variation of tenancy conditions.

368. Repairs and Maintenance Procurement

The report set out the tender process and evaluation of the contractors' submissions for the repair, maintenance and planned works for Housing and Corporate property in accordance with the resolutions of the Community Services Committee of 5.6. 2013 and the Policy, Projects and Resources Board of 13.3.2013.

Further to paragraph 6.5 of the report, the Head of Housing reported that the results of the leaseholder consultation had been positive with no major issues that altered the recommendation of the report.

Following a full discussion during which the importance of close monitoring of the work of the successful contractors was acknowledged, Cllr Parker MOVED and Cllr Mrs Murphy SECONDED the recommendation and it was

RESOLVED that:

Subject to the results of the leaseholder consultation, referred to at paragraph 6.5 in the report, that the Committee accepts the tender evaluation results and approves the following contractors to provide the repair and maintenance service delivery for the Housing and Corporate property portfolios from 4 June 2014 for a period of five years with a further period of five years at the Council's discretion based on demonstrable benefit and continuous maintenance of performance standards:

- Lot 1 – General Building – Wates Living Space Maintenance Ltd.
- Lot 2 – Mechanical and Electrical Services - Oakray Ltd.
- Lot 3 – Lift Services – Precision Lifts Services Ltd.

369. Hutton Community Centre- approval of Community Group budget

The report provided Members with a detailed budget and business plan from the Community Group for the running of the Hutton Community Centre as part of the phased re-opening and sustainable future plan for the Community Centre.

Hutton Community Centre was a community based facility which the Council in partnership with the local community would manage for the first year as part of the phased approach to the community running the centre independent of the Council.

The Performance and Resources Committee on 6.11.2014 had recommended, that the Community Group submit a detailed budget (including a summary narrative) for approval by the Community Services Committee.

Cllr Mrs Pound MOVED and Cllr Parker SECONDED and it was

RESOLVED that

The Committee agrees to consider the budget submitted by the Community Group for approval.

A member of the Community Group, Jason Manning, gave a presentation to Members on the business plan and budget for running the centre which had been produced by the Group. The Committee thanked the Group for their presentation and for producing the business plan.

A full discussion took place where Members' concerns were outlined particularly in relation to the finance and management of the Community Centre. Reassurance was given that Council Members would form part of the management committee supported by officers and that the Council would monitor the Centre's finances closely.

It was suggested that Hutton Ward Members may wish to make a contribution from their ward budgets to the Centre if needed.

Cllr Mrs Cornell MOVED and Cllr Russell SECONDED the recommendation and it was

RESOLVED that

The Committee agrees the Community Group's business plan and budget forecast as attached as Appendix 1 to the report.

370. Street Market Brentwood High Street

The report provided Members with an update on the Brentwood Town Centre Street Trading Market and considered future arrangements for this. A public consultation was carried out to establish the type of market preferred.

The results of the survey showed that the majority of respondents wanted a High Street market, but with a wider selection of items and of a better quality than that currently offered, and with a preference for local food produce.

In order to explore whether it was feasible to sustain a market of this type it was suggested that alternative market providers be invited to express an interest. Whilst this was underway, a six month extension to the existing market provider could be offered.

Cllr Russell MOVED and Cllr Kendall SECONDED and it was

RESOLVED UNANIMOUSLY that

The Committee agrees to:-

1. Extend the current management agreement with Essex Farmers Market (EFM) for a further six months 30 September 2014.
2. A formal expression of interest exercise be undertaken to invite alternative market providers to operate the Brentwood High Street Market and the results to be reported to a future committee to decide on the future operator of the market.

371. Draft Community Safety Commissioning Plan 2014/15

The Community Safety Commissioning Plan before Members set out how the Council would deliver against the Corporate Priorities for a Safer Borough and align with the Community Safety Partnership's work relating to anti-social behaviour and crime reduction.

The Community Safety Manager was thanked for her hard work and enthusiasm in relation to the Commissioning Plan and management of the various schemes which had contributed to a reduction in anti-social behavior and crime in the borough.

Cllr Russell MOVED and Cllr Parker SECONDED the recommendation and it was

RESOLVED UNANIMOUSLY

That the Committee approves the Community Safety Commissioning Plan for 2014/15 attached at Appendix 1.

372. Car Wash Franchise

The Committee's approval was sought for a 5 year lease to the operators of the car wash franchise (Brentwood Car Wash) in the multi storey car park following a successful first year of trading. The report also sought approval to expand the franchise to include Chatham Way car park for a trial period of 6 months. In the event that there were no valid complaints in relation to the car wash operation within the trial period, it was proposed that a 5 year lease also be approved for this car park.

In addition, Members' approval was also sought to offer a rolling 3 month renewable license for William Hunter way car park until such time as a new development partner was found for the site.

Following a full discussion Cllr Parker MOVED and Cllr Russell SECONDED the recommendations and it was

RESOLVED UNANIMOUSLY

1. That Members approve a 5 year lease in the multi storey car park to Brentwood Car Wash in order to continue to provide the car wash facility for the benefit of the local community.
2. That Members approve a 5 year lease for Chatham Way car park, subject to successful completion of a 6 month trial.
3. That Members approve a rolling 3 month renewable License for William Hunter Way Car Park until a suitable developer for the site is identified.
(Cllr Clarke declared a non-pecuniary interest by virtue of knowing the proprietor of Brentwood Car Wash).

373. Air Quality Management Areas

In 2004 Brentwood Borough Council declared Air Quality Management Areas in areas of the Borough where it was predicted that levels of air pollution would exceed the national Air Quality Objective for nitrogen.

Further monitoring undertaken since the areas were declared had indicated that there had been no exceedances of the Air Quality Objective in four of the areas since 2008. Reports submitted to DEFRA by the Council had demonstrated that air quality in these four areas was meeting the objectives and DEFRA had accepted that the Council could consider whether to revoke the AQMAs for the areas concerned.

Following a full discussion, Cllr Parker MOVED and Cllr McCheyne SECONDED the recommendation and it was

RESOLVED UNANIMOUSLY that

1. Members agree to revoke the existing AQMAs in four locations, i.e.

- a) AQMA 1 Nags Head Lane at its junction with the M25
- b) AQMA 3 Greenshaw/Porters Close near to the A12 Brentwood Bypass
- c) AQMA 5 B1002 Roman Road, Mountnessing near to A12
- d) AQMA 6 Fryerning Lane, Pemberton Avenue & Trimble Close near to A12 and instruct officers to submit AQMA Revocation Orders for AQMAs 1, 3, 5 and 6 based on the fact that NO2 annual mean concentrations have not exceeded the relevant AQOs at worst case monitoring locations within these areas since 2008.

2. Members agree to continue monitoring of air quality within the former AQMAs if revoked to check that the Air Quality Objectives were not exceeded.

374. Delegated Authority to enforce the Food Safety and Hygiene (England) Regulations 2013

Members were advised that these Regulations revoked and re-enacted with some minor changes the Food Hygiene (England) Regulations 2006 (S.I. 2006/14) and certain provisions of the General Food Regulations 2004 (S.I. 2004/3279) as they applied in relation to England.

Environmental Health Officers and Technical Officers enforcing food safety law within the Borough require authorisation under these regulations in order for the Authority to abide by its statutory functions in ensuring food safety standards are maintained in order to protect public health.

Cllr Kendall MOVED and Cllr Mrs Davies SECONDED the recommendation and it was

RESOLVED UNANIMOUSLY

That the Committee agrees to delegate authority to the Head of Borough Health Safety and Localism and any officer authorised by him to undertake all powers conferred to the Council under the Food Safety and Hygiene (England) Regulations 2013.