



**Rochford District
Council**

INDEX

1999

January - December

Minute Index for 1999

Title	Minute Number
146 – 200 Rochford Garden Way	156
172 – 174 Rochford Garden Way	364
1999 Housing Investment Programme	217
54 West Street	177
57 South Street, Rochford	221, 360
A130 Proposals	112, 309, 313
Advisors from Rayleigh Association of Voluntary Services	349
AEC Steering Committee on Economic Development District Membership	31
Animal Welfare Licences	88, 223
Anti Fraud Policy	119
Appointment of Chairman's Chaplain	168
Appointment of Council's Spokesperson	239
Appointment of Members to Outside Bodies and Organisations	242, 324
Arts Strategy	92
Audit Issues	118, 268
Aylesford Newsprint	308
Beacon Status Initiative	267
Benefit, Council Tax, National Non-Domestic Rates and Debtors – Write Offs	50, 240, 408
Best Value	82, 120, 380, 398, 399
Better Allocation of Resources for District Councils	321
Blatches Farm	243, 278, 403, 468,
Breach of Planning Control at 181 Greensward Lane, Hockley, Essex	344
Breach of Planning Control at Brick House, Stambridge Road, Great Stambridge	426
Breach of Planning Control at Firways Garden Centre, Hullbridge Road, Rayleigh	494
Breach of Planning Control at Highlands Farm, off Beaches Road, Watery Lane, Rawreth	345
Breach of Planning Control on Land at Corner of Verlander Drive/Tenders Avenue	342
Budget 1999/2000	6, 14, 39, 47
Building Authority Charges - Regulations 1998	107
Business Rates - Discretionary Rate Relief	473
Canewdon Traffic Study	38
Car Boot Sales	33
Car Parking Strategy	442
Care Home Provision Throughout Essex	9, 292, 350
Castle Point and Rochford Social Services Locality Panel Seminar	353
Chairman's Chain of Office	476
Committee Agenda and Minutes	323
Communications and Media Strategy	400
Community Facility – St Marks Field, Rochford	322
Contaminated Land	448

Minute Index for 1999

Title	Minute Number
Contract Extension	139
Contract Standing Orders – Monitoring Report	409
Cost Awards: Planning Inquiries and Formal Hearings – Proposed Changes to Committee and Inquiry/Informal Hearing Procedures	72, 155
Countering Housing Benefit Fraud	270, 271
Crime and Disorder Reduction Strategy	132
Crucial Crew 1999	224
DETR Consultation Report – Limiting Landfill	446
Disabled – Appointment of Member with Special Responsibility	174
Disabled Access and Legislation	492
Disabled Access Matters	281
Discussion Document – Rural England	109
Dispersed Alarm System – Carelines	358
Door Entry System – Consultation	362
Door Entry System – Shoebury Road, St Johns Road Flats, Great Wakering	13
Door Staff Registration Scheme	89
Downhall Road, Rayleigh – Proposed Variation to Existing Waiting Restrictions – Introduction to Limited Waiting Bays	445
Draft Corporate Plan	397
Draft County/District Waste Management Statement	115
Draft Essex Social Organisation Plan 1999 – 2004	320
Draft Health Improvement Programme	11
East of England Local Government Conference	404
Election of the Chairman of the Council for 1999/2000	165
Enhancing Local Democracy Steering Group	406
Essex Active Sport Partnership	222
Essex and Southend Waste Local Plan	30, 273,498
Essex Approach – Next Steps. Designing a 21 st Century County Council	401
Essex Local Transport Plan	449
Final Accounts 1998/99	330
Financial Contribution Towards Tribunal Costs	48
First Stage Air Quality Review	199
Food Standards Agency	90
Glebe Close/Morrins Close	361
Great Wakering Landfill Site	311
Group Leaders Panel – Terms of Reference and Operation	261
Hawkehill Recycling Trial – Update	447
High Street Great Wakering – Proposed Variation, Waiting Restrictions	37
Highways Maintenance	203
Holocaust Remembrance Day	477
Home Energy Efficiency	295
Homelessness Decisions	83
House Condition Survey	363
Housing Benefit Fraud	122, 123
Housing Benefit Inspection	188

Minute Index for 1999

Title	Minute Number
Housing Capital Programme	355
Housing Corporation Approved Development Programme	10
Housing Investment Programme (HIP)	294
Housing revenue Account 1999/2000	16
King George's Playing Field, Rayleigh	140, 298
Licensing of Houses in Multiple Occupation – Consultation	218
Liquor Licensing and Public Entertainment Licensing Hours	357
Local Authority Cultural Strategies – Consultation on Draft Guidance	91
Local Transport Plans	111
Locally Determined Programme 1999/2000	205
Low Energy Lamps – Update	87
Magnolia Road Public Open Space	106
Meat Hygiene Service	15
Members Allowances 1999/2000	51
Mental Health and Community NHS Trust	293
Mill Hall	359
Millennium Beacon Celebrations	325
Mobile Home Owners – Update	85
Modernising Agenda – Possible New Political Structure	457
Morrins Close/Glebe Close, Great Wakering	93
National Fraud Initiative 1998	62
National Housing and Town Planning Council Conference 1998	128
National Non Domestic Rating Discretionary Rate Relief	52, 142, 474
Out of Hours Call-out	234
Outside Bodies and Organisations	173
Partnership Arrangements – Transportation	312
Periodic Electoral Review	402
Petitions	59, 110, 151, 214, 225, 257, 290
Pets in Sheltered Accommodation	12
Playing Fields Safety Arrangements	436
Playspace Rolling Programme	17, 296, 435
Playspace Swimming Provision	220
Procedures for the Administration of Meetings and Support for Members	458, 478
Process Review – Housing Grants	84
Process Reviews – Progress Report	121
Public Conveniences	18, 80, 138, 297
Public Open Spaces	187
Rate Relief for Business in Rural Areas – Rural Settlement List	141
Rayleigh Town Centre Enhancements	105
Rayleigh Town Centre Notice Board	407
Rayleigh Town Centre Proposed Variation to Existing Waiting Restrictions	201
Rayleigh Town Centre: Traffic Survey Update/Junction Study	202

Minute Index for 1999

Title	Minute Number
Rayleigh Town Council – Millennium Events	331
Rayleigh Traffic Regulation Order – District Consultation of 500 Residents	200
Recycling Banks at St John Fisher Playing Field, Rayleigh	432
Recycling Scheme to Provide Additional Water Resources for Essex and Suffolk Water	219
Rochford District Town Trials	437
Rochford River Survey 1997 – 1998	34, 70
Rochford Town Centre Working Group	108
Royal Garden Party	73
SEEVIC College	405, 487
Setting the Council Tax Base 2000/2001	471
Setting the Level of Council Tax 1999/2000	76
Sheds on Caravan Sites	86
Single Work Focused Gateway – Presentation	136, 236
Site Visit to EDL (Operations), Ware, Hertfordshire	427
South East Essex Package	204
Southend Airport	179, 444, 500
Southend Hospital Trust	299
Special Education Needs – An Action Plan for Essex – Consultation Document	354
St Andrews and Roche Ward Community Development Worker	434
Stambridge Sewage Treatment Works	423, 488, 499
Strategic Planning Liaison Panel	422
Street Trading Consent Fees	410
Sustainability Conference	40
Swimming Scheme	366
Taxi Licensing Restriction on Plates	375
Taxi Rank – The Approach	32
Telecommunication Masts	356
Tender Returns – Playspaces Rolling Programme	365
Third Stage Air Quality Review	472
Time Capsule Discussions	486
Town & Country Financial Issues Group	475
Town and Country Financial Issues Group	49
Traffic Calming Scheme – Helena Road and Louise Road, Rayleigh	35
Report on Results of Post-Calming Consultation Exercise	
Travellers in Essex	137, 215, 291, 433
Treasury Management	241
Unauthorised Works to Preserve Tree at 61 Cheapside West, Rayleigh	461
Waste Contract Strategy Options	501
Waste Local Plan Enquiry	489
Waste Management Licence Consultation	314
Waste Management Seminar	376
Waste Strategy – Ecologica Draft reports	274
Waste Water Recycling Scheme	284

Minute Index for 1999

Title	Minute Number
Whistle Blowing Policy	186
Working Groups - Protocol	421
Zebra Crossings	36



**Rochford District
Council**

ROCHFORD DISTRICT COUNCIL MINUTES

1999

January

Committee Report

8(iii)



Rochford District Council
To the meeting of

TRANSPORTATION & ENVIRONMENTAL SERVICES

On.

28TH JANUARY 1999

Report of.

HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title:

MINUTES OF THE TRANSPORTATION SUB-COMMITTEE

Author.

P J Dixon

Report Approved By

At a Meeting held on 7th January 1999. Present: Councillors Mrs J.M. Giles (Chairman), G C. Angus, J.M. Dickson, D M Ford, Mrs. J.E Ford, Mrs. H.L A Glynn, V D Hutchings, R A Pearson, T A Powell and Mrs M J. Webster

Apologies: Councillor M C. Brown

Substitutes: Councillor D.E Barnes.

Visiting: Councillor P.A Beckers and Mrs J. Helson.

97. MINUTES

The Minutes of the Meeting of 5th November 1998 were approved as a correct record.

Members were advised that Railtrack had been contacted regarding the possibility of extending their CCTV operations into The Approach Car Park. Unfortunately this was not possible due to constraints on cabling.

Crime statistics for The Approach Car Park - Officers had written to the Police Architectural Liaison Officer and were expecting to receive a response in the near future.

Taxi Trade Forum - originally scheduled to take place in December, the Meeting had been postponed until 6th January 1999 Minutes to be circulated in due course.

A Member raised a concern in relation to the Penalty Points Scheme applied to the Taxi Trade. Officers responded by saying that the scheme was originally intended to combat recurring problems with a small number of offending drivers and, although the scheme was at the consultation stage, it had already had the desired effect and may not need to be formally introduced

98. DIAL-A-RIDE SERVICES

Mr Colin Gabell, Head of Trading Standards at Southend-on-Sea Borough Council, attended the Meeting to appraise Members of the aims of the 1999/2000 review of the Dial-a-Ride Scheme. Mr Gabell prompted discussion by summarising the history of the service and recent developments

Funded by local authorities, the scheme operates six minibuses (all leased), used to provide a door-to-door service for persons who would find other forms of public transport difficult to use

Minibuses can be booked a maximum of seven working days and a minimum of 24 hours in advance.

During October 1998 a minibus had caught fire and burnt out, but fortunately nobody was on board at the time. A replacement bus had been ordered but was not available until the end of January, owing to the fact that it had to be built to specification.

Seven drivers were employed by the service - one per bus, with an additional driver to provide cover when others were unavailable. Two of these drivers were currently on long-term sickness absence, leaving five drivers and five buses on the road.

Members were concerned that prior to the Meeting they had not been made aware of the accident which had taken place. However, they were assured that the incident had been reported at the end of October, and that efforts were being made by both District Officers and the administrators of the Dial-a-Ride Scheme to improve communications. Indeed, both parties agreed that over past weeks significant progress had been made.

A lengthy debate followed during which further concerns and questions were raised. The effects of the accident were considered, as were response times, administration and prioritisation of bookings, emergency measures, leasing arrangements, finance, hours of operation and communication. Members assessed figures showing the number of passengers carried and trips taken during 1997/98. Further information was requested, with regard to the actual number of clients making use of the service over the same period.

Members questioned the value of the Dial-a-Ride Scheme and were in agreement that a review of the service was urgently needed to address, amongst other things, administration and policy. They hoped to see a demand responsive service which effectively met the needs of as many clients as possible and which was not open to abuse by clients or operators. Members were assured that any issues which they felt should be covered by the review would be included. It was intended that the review would commence at the beginning of April.

In concluding the debate, an open invitation was extended to Members to visit the Dial-a-Ride office to see it in operation.

99 DRAFT GUIDANCE ON LOCAL TRANSPORT PLANS

The Sub-Committee considered the report of the Head of Corporate Policy & Initiatives, outlining the arrangements for the preparation of Local Transport Plans (LTP's) and the implications for Rochford District. Mr Ron Capes and Mr Roger Gardner of Essex County Council attended the Meeting to give a short presentation and answer questions.

The White Paper 'A New Deal for Transport: Better for Everyone' had indicated the Government's commitment to prepare an integrated transport policy to fight congestion and pollution. Delivery of the policy would depend on action at a local level. Local authorities were required to undertake a fundamental review of their transport strategies, in line with the Government's transport objectives set out in the White Paper. The Government intended to make LTP's statutory, replacing the Transport Policies and Programme (TPP) system.

As part of the LTP system, local authorities in Essex were required to produce a provisional plan for the County by July 1999. In addition to this and preceding the Local Transport Plan, District Councils would have to produce transport strategies in order to attract resources to the area.

Members were advised that a Seminar had been arranged to take place on 14th January to explain the new system in detail. A plea was made for more places on the Seminar, but this had to be refused owing to restrictions on numbers and the size of the venue. As an alternative, it was suggested that a further Seminar specifically for Rochford and its Parishes could be arranged.

The Sub-Committee noted the arrangements and the timetable for the preparation of the plan. Following the presentation, a number of questions were raised on points of detail. In response to

a Member's question, the Sub-Committee was advised that the Government's priorities had been broadly identified as follows.

1. Environment
2. Safety
3. Economy
4. Accessibility
5. Integration

Concerns were raised that the White Paper's emphasis on urban areas could have a detrimental effect in a predominantly rural area like Rochford. Reservations were also expressed over the fact that the County Council would be given control of any Government funds allocated to the area following the production of District Transport Strategies. Members were eager to see guarantees that the District would be rewarded for its efforts

On a Motion moved by Councillor D E Barnes and seconded by Councillor R A Pearson it was

RECOMMENDED

(1) That a draft Sustainable Transport Strategy for Rochford be prepared along the lines of the framework provided in the report, with a further report to the next Meeting of the Transportation & Environmental Services Committee detailing the methodology to be applied.

(2) That five Members attend the Training Seminar at Chelmsford on 14th January 1999, to include the Chairman of Transportation & Environmental Services Committee, the Chairman of Transportation Sub-Committee, Councillor R A Pearson representing the Conservative Group and a representative of both the Labour Group and the Hockley Residents Association.

(3) That Essex County Council be requested to arrange a further Training Seminar for all Rochford District Council Members and three representatives from each of the Rochford Parish and Town Councils

(4) That Essex County Council's Highways and Transportation Committee be asked to review the District Councillors role on the Local Transport Panel (TP) (HCPI)

The Meeting closed at 10.50pm.

jan28e rpt



Rochford District Council
To the meeting of

TRANSPORTATION & ENVIRONMENTAL SERVICES

On:

28TH JANUARY 1999

Report of:

HEAD OF ADMINISTRATIVE AND MEMBER SERVICES

Title:

MINUTES OF THE STAMBRIDGE SEWAGE TREATMENT WORKS
WORKING PARTY

Author.

P.J. Dixon

Report Approved By:

At a Meeting held on 13th January 1999. Present. Councillors A Hosking (Chairman), DM Ford, Mrs JE Ford, VH Leach, Mrs SJ Lemon, TA Powell, Mrs MS Vince and Mrs. MJ Webster.

Co-opted Members Attending: Mr Con Hayes - Chairman of Sludgewatch, Mr Tony Coulson - Stambridge Parish Council and Mr C. Keen - South East Essex Friends of the Earth.

Apologies: Councillors G.C Angus, Mrs. H.L A. Glynn and Mrs. A R. Hutchings

Substitutes: Councillors J.M. Dixon, Mrs. J Helson and V D. Hutchings.

Visiting Councillor P A. Beckers

14 MINUTES

The Minutes of the Meeting of 23rd November 1998 were approved as a correct record.

15. SLUDGE TREATMENT PROCESS AND UPDATE

The Working Party considered the report of the Head of Housing, Health and Community Care, updating Members on current developments in connection with the Sludge Treatment Process

Officers summarised the responses received from various parties since the previous Meeting Replies were still outstanding from the British Retail Consortium and the Soil Association. Copies of correspondence received since the last meeting had been circulated to Working Party Members and a further letter from Anglian Water was distributed at the meeting

Environment Agency

A meeting had taken place with the Environment Agency where the question of leachate was raised and to which a response was promised. The outcome of the dust survey was still awaited, but the Environment Agency did not expect to receive it before the end of January.

Officers had been advised that information regarding locations where products are disposed of is not publicly available, although Anglian Water keep records of this information which the Environment Agency are able to inspect

Waste Management Licence

Officers reported that the application for a Waste Management Licence remained incomplete. The Environment Agency could not produce the report to be submitted to the Environment Minister until all the missing information was available.

Members were concerned that processing was going ahead at the treatment works despite the fact that a temporary approval for processing had expired on 7th January. Officers were asked to take up this issue with the Environment Agency.

It was believed that since early December the stockpile at Stambridge had increased by approximately 170 tonnes per week. As part of new landscaping, N-Viro had been spread to cover much of the site. Some Members expressed a desire to see plans showing the extent of the landscaping.

Officers reported that there had been no active monitoring to see whether Southend's sludge was being pumped into the treatment works. However, the Environment Agency had advised that they had no evidence this had occurred and would investigate if such evidence became available. Nevertheless, an application had been received by the Environment Agency for a limited amount of sludge to be pumped from Southend as part of tests for the new plant.

Invitations to attend the meeting - Christine Butler MP had indicated that she would be willing to attend a daytime meeting, but that evening attendance was not possible.

One Member, eager to see the Working Party maintain a lack of bias whilst monitoring developments, raised the issue of impartiality. Additionally, the Working Party was reminded that this Council has only limited powers in respect of activities at the site. Another Member suggested that a proposal be made to the next meeting of the Transportation & Environmental Services Committee for Ecologika to include sewage sludge in an overall waste management study. The Working Party was asked to be sure of what it was asking for, bearing in mind the cost involved and that there was a chance of duplicating work already taken on by the Environment Agency.

RECOMMENDED

(1) That Mr. David Edge, Regional Biosolids Manager, Anglian Water, be invited to the next meeting of the Working Party in accordance with his request and to answer questions raised by Members.

(2) That Christine Butler MP be invited to attend a daytime meeting of the Working Party, to be arranged. (HHHCC)

16. NUISANCE CONTROL STRATEGY

The Working Party considered the report of the Head of Housing, Health and Community Care, asking Members to form a response to the consultation from Essex County Council in respect of Anglian Water's Nuisance Control Strategy.

Officers summarised the outcome of the consultation and a suggested response. Following this, a Member raised concerns regarding controls over increased vehicle movements and restrictions on the times at which this took place, but was advised that these issues fell outside of the Working Party's remit.

Members noted that Stambridge Parish Council had set up a Sub-Committee to address the Nuisance Control Strategy and had produced a letter detailing their objections to the proposals.



RECOMMENDED

That in response to the consultation from Essex County Council on the Nuisance Control Strategy submitted by Anglian Water in connection with the sludge treatment process at Stambridge Sewage Treatment Works, this Council reiterates the response made to the draft strategy as stated in the report. (HHHCC)(2174)

The meeting closed at 8.40p.m

jan28f.rpt

Committee Report

8(v)



Rochford District Council
To the meeting of

TRANSPORTATION & ENVIRONMENTAL SERVICES

On: 28TH JANUARY 1999

Report of: HEAD OF MEMBER SERVICES

Title: MINUTES OF THE ENVIRONMENTAL HEALTH SUB-COMMITTEE

Author

Mr. P J. Dixon

Report Approved By

At a Meeting held on 13th January 1999. Present: Councillors A Hosking (Chairman), D.M. Ford, Mrs J E. Ford, D.R. Helson, V.H. Leach, Mrs S.J Lemon, T.A. Powell, Mrs M S. Vince and Mrs. M J Webster.

Apologies: Councillors G.C. Angus, Mrs. H.L A Glynn and Mrs. A.R Hutchings.

Substitutes: Councillors J. M. Dickson, Mrs. J. Helson and V D Hutchings.

Visiting: Councillor P A. Beckers.

55. MINUTES

The Minutes of the Meeting of 15th September 1998 were approved as a correct record.

56 CONSULTATION PAPER - SUSTAINABILITY COUNTS

The Sub-Committee considered the report of the Head of Corporate Policy and Initiatives, giving Members the opportunity to comment on the Government's formal proposals for a set of indicators of sustainable development.

Members were pleased with the suggested response but felt that it should also contain reference to the following:-

- The importance of flexibility in setting the number of indicators and in allowing Local Authorities to add their own, where appropriate
- Indicators should include consideration of the serious economic and environmental impacts of the County's gradual decline into the sea.
- 'Land lost to development' should be included as an indicator

RECOMMENDED

That, subject to the comments listed above, Appendix I to the report be submitted as Rochford District Council's response to the consultation paper 'Sustainability Counts'. (HCPI)

57. **CONSULTATION PAPER - UK CLIMATE CHANGE PROGRAMME**

The Sub-Committee considered the report of the Head of Corporate Policy and Initiatives, giving Members the opportunity to provide input into the revised UK Climate Change Programme

Members discussed the Council's response to the Government's Consultation Paper 'UK Climate Change Programme' and made the following suggestions:-

- It was felt that a stronger message should be conveyed in the reference to financial measures under the heading 'Transport' that the Government should consider subsidising public transport so that fares do not continue to rise
- Disposal of waste - different methods and levels of disposal should be considered.
- The Climate Change Programme should address the marketing of local products, packaging reduction, stimulation of local employment and the promotion of energy efficient buildings

It was felt that the Consultation Paper should be borne in mind when strategy documents are produced. Officers were reminded of the 'Environmental Implications' heading included on all reports and were asked to make sure that such implications are always picked up.

RECOMMENDED

That, subject to the comments listed above, Appendix I to the report be submitted as Rochford District Council's response to the Consultation Paper 'UK Climate Change Programme'. (HCPI)

58. **GREEN WASTE COLLECTION**

The Sub-Committee considered the report of the Head of Housing, Health and Community Care, appraising Members of the results of the Green Waste Collection Scheme run by the Council between April and October 1998

Officers felt that the trial scheme had not been a success due to the relatively small amount of green waste collected and expense involved, but were keen to see the issue given further consideration. The Sub-Committee considered the merits of further assessment, agreeing that alternative schemes should be sought and that future trials should be extended to start in March and to finish in November. Officers to find out about schemes being run by neighbouring Authorities and to address the feasibility of mobile chipping

Members believed that there was a need for greater public awareness as to the location of civic amenity and recycling sites where green waste could be disposed of. Various ways of raising awareness were suggested, including:-

- Greater use of the media - slots on local TV and radio, adverts in local press and articles in Rochford District Matters.
- Placing stickers on bins listing the locations of local sites.
- The use of non-specific signs advising people of what collection and disposal schemes are supported by Rochford District Council.

RECOMMENDED

(1) That the Green Waste Collection Scheme is not run again in its previous form

(2) That further reports on alternative schemes be brought forward (1346)(HHHCC)

59. **HEIGHT BARRIERS AT CIVIC AMENITY SITES**

The Sub-Committee considered the report of the Head of Housing, Health and Community Care, which gave details of work being carried out by Essex County Council at civic amenity sites.

Members noted the action being taken - namely, installation of height barriers, the main purpose of which was to reduce unauthorised trade use of civic amenity and recycling sites

Concerns were raised over the action being taken at the Castle Road site. A number of complaints and objections to the works had already been received from people making use of the site, local residents and the adjacent day centre. The Sub-Committee felt that access to the site was already a problem and that the addition of a height barrier could lead to dumping and cause traffic to queue back onto the main road, leading to the contravention of highway restrictions. Additionally, it was believed that the proposed height of the barrier would not stop smaller commercial vehicles from entering the site. Rochford District Council, as an adjoining landowner, had not been consulted prior to this work going ahead. Members suggesting that stricter policing would be a better alternative to the installation of a barrier.

The Sub-Committee felt that in future, Essex County Council should endeavour to judge each site on its own merits in terms of accessibility, convenience, hazards, location and size.

RECOMMENDED

(1) That Essex County Council be advised that Members deplore the action being taken at the Castle Road site for the reasons stated

(2) That Essex County Council representatives be invited to visit the Castle Road site along with Members and Officers from Rochford District Council, to see the problems first hand and to discuss a better means of addressing them (HHHCC)

60 **HOME COMPOSTING**

The Sub-Committee considered the report of the Head of Housing Health and Community Care, asking Members to consider the possibility of a further one day sale of compost bins in Websters Way Car Park

Members were advised that, although the report stated Sunday 7th March 1999 as the day of the proposed sale, this date might prove to be difficult and an alternative would be sought. Additionally, there was a possibility that water butts might not go on sale.

A Member pointed out that in 1998 Rochford had fared better than Southend-on-Sea in terms of sales per head of population, and was keen to see that the press and public picked up on this

RECOMMENDED

(1) That Members approve the one day sale of compost bins in Websters Way Car Park and that water butts also be sold.

(2) That Members approve the cost of the one day sale being charged to the recycling credit reserve (1346)(HHHCC)

61 **PAPER BANKS**

The Sub-Committee considered the report of the Head of Housing, Health and Community Care, advising Members of likely changes to paper banks

Members noted the intention of the Council's contractor to remove unproductive paper banks and that alternative sites likely to generate higher use were being sought. Some Members expressed their belief that a limited yield was better than none at all. Officers responded by pointing out that newspapers had to be recycled within 3 months of disposal, before they degraded too much

to be of any use. Members felt that the contractor should not rule out more regular emptying of banks as an alternative to removal.

Concerns were raised that people might not use banks if they are not conveniently located. Additionally, it was felt that rationalisation of sites was required to make them visible and accessible.

RECOMMENDED

(1) That Members note that unproductive paper banks may be removed by the Council's contractor.

(2) That alternative sites likely to generate higher use be sought

(3) That any formal response to the Council's contractor be deferred pending consultation on the Waste Strategy. (HHHCC)

62. EXCLUSION OF THE PUBLIC

Resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following item of business on the grounds that it involves the likely disclosure of Exempt Information as defined in Paragraph 9 of Part 1 of Schedule 12A of the Act.

63. GLASS RECYCLING

The Sub-Committee considered the confidential report of the Head of Housing, Health and Community Care advising Members of proposed changes to the administrative charges for the collection of green and mixed glass.

Officers reported that over-abundance of green glass was now a national problem and that currently there appeared to be no cheaper alternative to the proposals.

Members were disappointed at a lack of guidance from the Government

RECOMMENDED

(1) That Members note the proposed increased charges for collecting green and mixed glass.

(2) That the proposals outlined in the report be implemented, subject to a further report prior to implementation if the costs are likely to exceed approved budgets.

(3) That a letter be sent to the Government suggesting large scale re-introduction of deposits on bottles to stimulate the return and reuse of green glass, and pointing out that it is currently cheaper to landfill green glass than to recycle it (1346)(HHHCC)

The Meeting closed at 10 30pm

Chairman: 

Date: _____

munsjan28

ROCHFORD DISTRICT COUNCIL

Minutes of the Planning Services Committee

At a Meeting held on 14th January 1999. Present Councillors D A. Weir (Chairman), R Adams, P A Beckers, C.I Black, M C Brown, D M. Ford, Mrs J E Ford, G Fox, E.L Francis, K A. Gibbs, Mrs. J M Giles, Mrs. H.L A Glynn, Mrs E M. Hart, D.R. Helson, V D Hutchings, V H Leach, C R Morgan, Mrs W M Stevenson, Mrs. M.S. Vince, R.E Vingoe, Mrs M J Webster and Mrs M.A Weir

Apologies Councillors R.S Allen, G C Angus, D E Barnes, S Cumberland, J M Dickson, Mrs. J Helson, A Hosking, Mrs A Hutchings, R A. Pearson and P F A Webster

1 MINUTES

The Minutes of the Meeting of 17th December 1998 were approved as a correct record subject to Councillor R Adams being included in the list of Members attending.

2. MRS SARAH PROCTER AND MISS MELISSA MOORE

The Chairman welcomed Mrs Sarah Procter, Environmental Health Officer, and Miss Melissa Moore, Assistant Solicitor, who were also attending their first meeting of the Planning Services Committee

3. MEMBERS' INTERESTS

Members Interests relating to the Schedule of Development Applications & Recommendations were received as follows.

Para 1

Councillors C R Morgan and Mrs W M Stevenson each declared a non-pecuniary interest by virtue of being Hullbridge Parish Councillors

Para 6

Councillors D M Ford and Mrs J E Ford each declared an indirect pecuniary interest by virtue of Councillor Ford's employer being the applicant and they both left the meeting whilst the matter was discussed.

Para 7

Councillor M C Brown declared a non-pecuniary interest by virtue of working in a building adjacent to the site mentioned in the application and took no part in the debate or voting thereon

4 SCHEDULE OF DEVELOPMENT APPLICATIONS AND RECOMMENDATIONS

The Head of Planning Services submitted a Schedule of Development Applications for consideration and a List of Planning Applications and Building Regulation Applications decided under delegation

Para 1 - CU/0680/98/ROC: Barn Opp Junction Pevensey Gardens, Lower Road, Hullbridge

Proposal. Use Existing Barn for Youth Training Motor Project for a Temporary Period of One Year

g weir

Resolved

That the Corporate Director (Law, Planning & Administration) be instructed to determine the application subject to negotiations with the County Surveyor and Conditions including those set out in the Schedule

Para 2 - F/0627/98/ROC: Land near to 33 Meadow Road, Hullbridge

Proposal: Erect Single Pouch Box.

Resolved

That the application be approved subject to the Conditions set out in the Schedule

Para 3 - F/0631/98/ROC: Land fronting 65 Victoria Avenue, Rayleigh

Proposal: Erect Single Pouch Box.

Resolved

That the application be approved subject to the Conditions set out in the Schedule.

Para 4 - F/0643/98/ROC: Land Adjoining Greenheyes, Bullwood Approach, Hockley

Proposal: Erect Single Pouch Box

Resolved

That the application be approved subject to the Conditions set out in the Schedule

Arising out of comments on Paragraphs 2, 3 and 4, Members voted and agreed that further applications for postal pouches should go on the Weekly List. Members further wished for the applicants to be approached for the pouches' colour to be changed from grey to the Post Office corporate colour of Red.

Resolved

(1) that Ward Members should be consulted on all the remaining applications for Postal Pouch Boxes and furthermore that the applications should be dealt with on the weekly list

(2) that Officers approach the applicants to urge the colour of the pouches to be changed to the Post Office's corporate colour - Red

Para 5 - F/0713/98/ROC: Albion Engineering, Rochehall Way, Rochford

Proposal: Erect Two Storey Front Extension to Existing Factory comprising Offices and Staff Washrooms

Resolved

That the application be approved subject to the Conditions set out in the Schedule and the following additional Conditions:-

3 Before development commences, an investigation of the site shall be carried out for the presence of methane/landfill gas and the result of the investigation shall be forwarded to the Local Planning Authority. Details of the necessary remedial measures and construction methods resulting from the investigation shall be submitted to and agreed in writing with the Local Planning Authority prior to commencement and the development shall be carried out in accordance with such agreed details.

4. No development shall commence before written details have been submitted to the Local Planning Authority, of a soil survey of the site (at such depths and locations as previously agreed in writing with the Local Planning Authority) and a scheme for the de-contamination of any contaminated areas as may have been revealed by the survey, submitted to and agreed in writing by the Local Planning Authority. Any de-contamination scheme as may be agreed in writing by the Local Planning Authority, shall be implemented in its entirety and completed before the first occupation of the building

Add three informatives

1. SI16 - Control of Nuisances
2. SI13 - Methane Emission Precautions with the insertion "within 250 metres of a landfill site"
3. SI25 - Contaminated Land.

Para 6 - 98/00728/CM: Sewage Treatment Works, White City, Foulness Island

Proposal: Proposed Improvement Works to Sewage Treatment Works

Resolved

That the County Council be informed that this Authority raises no objection to this application subject to the imposition of an informative as set out in the Schedule

Para 7 - F/0702/98/ROC: Land Adj York Bungalow, Little Wakering Hall Lane, Little Wakering

Proposal: Erect Detached 2-Bed Bungalow with Detached Garage (Demolish Existing Factory Building)

Resolved

That the application be approved subject to the Condition heads set out in the Schedule

5 CONSULTATION FROM SOUTHEND-ON-SEA BOROUGH COUNCIL - LAND AT COOPERS WAY, TEMPLE FARM INDUSTRIAL ESTATE, SOUTHEND-ON-SEA

NOTE: The Chairman admitted this item of urgent business as the consultation deadline would not admit delay.

The Committee considered the report of the Corporate Director (Law, Planning & Administration) regarding a consultation from Southend-on-Sea Borough Council on an application which proposed an L-shaped block of four industrial units with vehicular access and servicing area, as well as twenty-two car parking spaces at the above site. In noting the layout of the proposed development Members considered that the previous views of the Authority should prevail and that Southend-on-Sea Borough Council should honour the requirements of the Legal Agreement

It was therefore agreed that objection be raised to this proposal on the grounds of visual intrusion into the adjacent open countryside and that there is no justification to vary the requirements of the Legal Requirement requiring a 50' buffer strip on the southern side of the landscaping embankment. The Committee was disappointed that Southend-on-Sea Borough Council had, on previous occasions, not honoured the requirements of this Legal Agreement that they voluntarily entered into and would urge them once again to honour it. In any event vehicular and pedestrian access should not be gained from the site from Sutton Road on the grounds of highway safety

Q13

Resolved

That Southend-on-Sea Borough Council be informed of this Authority's objections to the proposal. (HPS)

The Meeting closed at 8 30pm

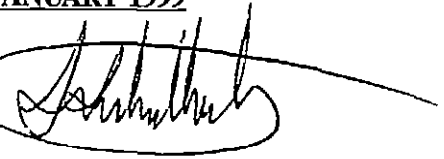
PLANNING/mnsjan14

Red

SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY

PLANNING SERVICES COMMITTEE 14TH JANUARY 1999

The enclosed reports have been approved by:



All planning applications are considered against the background of current Town and Country Planning legislation, rules, orders and circulars, and any development, structure and local plans issued or made thereunder. In addition, account is taken of any guidance notes, advice and relevant policies issued by statutory authorities.

Each planning application included in this Schedule and any attached list of applications which have been determined under powers delegated to the Corporate Director (Law, Planning and Administration) is filed with all papers including representations received and consultation replies as a single case file.

All building regulation applications are considered against the background of the relevant building regulations and approved documents, the Building Act, 1984, together with all relevant British Standards.

The above documents can be made available for inspection as Committee background papers at the office of Planning Services, Acacia House, East Street, Rochford



PLANNING SERVICES COMMITTEE 14TH JANUARY 1999

SCHEDULE ITEMS

1. CU/0680/98/ROC ADAM WARD PAGE 1
USE EXISTING BARN FOR YOUTH TRAINING MOTOR PROJECT
FOR A TEMPORARY PERIOD OF ONE YEAR
BARN OPP JUNCT PEVENSEY GARDENS/ LOWER ROAD
HULLBRIDGE
2. F/0627/98/ROC JOHN WOOD PAGE 6
ERECT FREE-STANDING POST POUCH BOX (SINGLE)
LAND NEAR TO 33 MEADOW ROAD HULLBRIDGE
3. F/0631/98/ROC JOHN WOOD PAGE 7
ERECT FREE-STANDING POST POUCH BOX (SINGLE)
LAND FRONTING 65 VICTORIA AVENUE RAYLEIGH
4. F/0643/98/ROC JOHN WOOD PAGE 8
ERECT FREE-STANDING POST POUCH BOX (SINGLE)
LAND ADJ GREENHEYS BULLWOOD APPROACH HOCKLEY
5. F/0713/98/ROC ANITA WOOD PAGE 9
ERECT TWO STOREY FRONT EXTENSION TO EXISTING
FACTORY COMPRISING OFFICES AND STAFF WASHROOMS
ALBON ENGINEERING ROCHEHALL WAY ROCHFORD
6. 98/00728/CM ADAM WARD PAGE 11
PROPOSED IMPROVEMENT WORKS TO SEWAGE TREATMENT
WORKS
SEWAGE TREATMENT WORKS WHITE CITY, FOULNESS ISLAND
7. F/0702/98/ROC JOHN WHITTAM PAGE 13
ERECT DETACHED 2-BED BUNGALOW WITH DETACHED GARAGE
(DEMOLISH EXISTING FACTORY BUILDING)
LAND ADJ YORK BUNGALOW LITTLE WAKERING HALL LANE
LITTLE WAKERING

PLANNING SERVICES COMMITTEE

14TH JANUARY 1999

**SCHEDULE OF DEVELOPMENT APPLICATIONS, WITH DIRECTOR'S
RECOMMENDATIONS, FOR DETERMINATION AT THIS COMMITTEE**

1.

CU/0680/98/ROC HULLBRIDGE PARISH COUNCIL

BARN OPP JUNCTION PEVENSEY GARDENS, LOWER ROAD, HULLBRIDGE

**USE EXISTING BARN FOR YOUTH TRAINING MOTOR PROJECT FOR A TEMPORARY
PERIOD OF ONE YEAR**

Applicant: HULLBRIDGE PARISH COUNCIL

Zoning: Metropolitan Green Belt

Planning Application Details

- 1.1 This application proposes the change of use of a barn to a building used for an educational training motor project which will be directly controlled by Hullbridge Parish Council. The aims and objectives of the project are to provide basic mechanical training, identify literacy needs, reduce and prevent crime and youth nuisance and to enhance skills for future employment.
- 1.2 The building, located opposite the junction of Pevensey Gardens and Lower Road, is situated some 28m from the highway boundary and is screened by large conifers on both the eastern and western sides. A public footpath also runs parallel to the building which is accessed from Lower Road.
- 1.3 The applicant states that the project is intended to introduce young people to mechanics by teaching them how the various parts of cars work and how to maintain them in good working order. The course will also teach all aspects of legal driving, take members through the written driving test and will provide those needing assistance with reading and writing.
- 1.4 The anticipated number of project leaders will total 2/3, and the maximum number of students attending at any one time will total 10, with ages ranging between 14-17 years. It is anticipated that students will either be 'dropped off' by parents, or bused by mini-bus from the village. Furthermore, it is stated that some students will walk or cycle to the location.
- 1.5 With regard to the days and hours of operation, the applicant anticipates that the premises will be used 3 evenings a week between the hours of 7.30 pm. and 10.00 pm and also that the emphasis of the project will be on training and education and is supported by the Police and the Youth Service.

Relevant Planning History

ROC/498/63 - This outline application for residential development was refused by notice dated 24 December 1963 as the site was outside an area allocated for residential development and therefore contrary to Green Belt policies.

ROC/1151/73 - This outline application proposed to erect a stable and storage barn, and was refused by notice dated 4 August 1974 as the bulk of the building was considered to be too excessive for the use proposed and would be unduly obtrusive in the landscape.

ROC/997/74 - This outline application proposed the erection of a stable and storage barn and was approved on 23 April 1975. Conditions included details of siting, design, external appearance, means of access and landscaping to be submitted and agreed by the Local Planning Authority. Condition No. 3 stated that the building shall be used as accommodation for two horses and for ancillary purposes in connection with the management of the site and for no other purpose.

ROC/628/79 - This outline application proposed the erection of a bungalow and garage and was refused by notice dated 29 August 1979 as the site was outside an area allocated for residential development and therefore contrary to Green Belt policies.

Consultations and Representations

- 1.6 **Essex County Council (County Surveyor)** - comments awaited based on additional information provided by the applicant
- 1.7 **Essex County Council (County Planner)** does not wish to make any comments as the proposals are not considered to be strategic.
- 1.8 **Head of Housing, Health & Community Care** has no objections in principle subject to conditions being attached to any consent granted relating to no maintenance/repair on the open areas of the site, the inclusion of a mechanical extract system, doors to be kept shut no amplified speech and the Standard Informative No. 16 (Control of Nuisances).
- 1.9 **Head of Corporate Policy & Initiatives** notes the undoubted benefits of the scheme, but considers a cautious approach is warranted and states that the proposed use of the building is inappropriate within the Green Belt and accordingly the application should be refused.
- 1.10 **The Health & Safety Executive (Chemicals & Hazardous Installation Division)** has no observations to make on the application in the context of The Planning (Hazardous Substances) Act 1990
- 1.11 Two letters of representation has been received from local residents objecting on grounds of access and parking problems, narrow width of existing road and lack of forward visibility to the site

Material Planning Considerations

- 1.12 The main planning considerations material to the determination of this application can be summarised as follows:
 - Planning Policy,
 - residential amenity; and
 - highway safety

PLANNING POLICY

- 1.13 The application site is designated as Metropolitan Green Belt in the adopted Rochford District Local Plan First Review

- 1.14 Policy GB5 of the Local Plan specifies the circumstances under which changes of use of substantial and attractive redundant buildings are acceptable in the Green Belt, and those are, extension or significant alterations are not necessary to facilitate the new use, the development will not adversely affect the visual amenities of the open countryside and Green Belt and the amenities of local residents nor conflict with agricultural interests, and in this respect, open storage would not be acceptable; the building has an adequate and satisfactory access to the existing highway network, there is adequate off-street parking where there will be a minimal impact on the visual amenities of the area, and the retail sale of goods from the building will not normally be permitted.
- 1.15 Planning Policy Guidance Note 2 (PPG2) - Green Belts re-iterates and reinforces the Local Plan Policy provisions referred to above. Paragraph 3.8 states that the re-use of buildings inside a Green Belt is not inappropriate development providing; it does not have a materially greater impact than the present use on the openness of the Green Belt; strict control is exercised over the extension of re-used buildings, and over any associated uses of land surrounding the building; the buildings are capable of conversion without major reconstruction, and the form, bulk and general design of the buildings are in keeping with their surroundings. This advice suggests opportunities may arise to improve the appearance buildings and also that redundancy for intended purposes should not normally be an issue.
- 1.16 It is considered that the proposal accords with the criterion of Policy GB5 and the advice contained within PPG2 which in part, supplements the former, and subject to the imposition of appropriate conditions to prevent open storage, limit the hours of operation, limit the type of activities and to provide a satisfactory parking and access arrangement.

RESIDENTIAL AMENITY

- 1 17 The general character of the surrounding area is mixed, comprising of both residential and open farmland. In short, the application site is bordered on three sides, namely the north, east and west, by open land zoned as Metropolitan Green Belt, while to the south of the site are detached and semi-detached dwellings. The nearest dwellings, located directly opposite to the application site (to the south) are located some 44m away, and are partially screened by existing hedging and vegetation along the site frontage measuring 2-3 metres in height. The nearest dwellings to the west are some 120m away and are screened by a 15m high row of conifers, thereby providing a visual and sound reduction barrier. Therefore, a consideration when determining this application is the potential effect that the proposed change of use may have upon residential amenity of the surrounding dwellings.
- 1 18 It is conceded that the proposed use has the potential to cause noise and disturbance greater than exists at present. However, Officers are of the opinion that the imposition of conditions will limit the use of the site, thereby reducing the impact on the residential amenities of the occupants within nearby dwellings.

HIGHWAY SAFETY

- 1.19 Additional plans have been submitted and comments are awaited from the County Surveyor and may be reported verbally at the meeting. However, previous discussions have indicated that forward visibility is likely to be satisfactory and that vehicles will be able to leave the site in forward gear, although a formal response is necessary.

CONCLUSION

- 1 20 In conclusion, it is considered that the proposed use of the building for a youth motor project has the potential to give rise to a loss of residential amenity. However, given the distance between the nearby dwellings in Lower Road, together with the conifers to the east and west and hedging and small trees along the site frontage, it is considered that the use of the building would not be significantly harmful to the residential amenities of adjoining occupants on the basis of a 1 year temporary and personal permission.

Page

- 1.21 A 1 year temporary permission from the date when the project becomes operational will enable a review of the motor project in relation to the effect upon residential amenity, highway safety and Green Belt policies.

Recommendation

- 1.22 The Corporate Director (Law, Planning & Administration) to be instructed to determine the application subject to negotiations with the County Surveyor and conditions including the following.

01 TIME LIMITS-FULL SC4

02 PERSONAL/TEMPORARY USE SC46

The use hereby permitted shall be carried out only by Hullbridge Parish Council for a limited period expiring 1 year from the date when operational and allowing up to 6 months to set up the scheme, at which time all use of the premises for the purposes of the youth training motor project shall cease and all materials, plant/machinery/equipment and vehicles brought on to the site in connection with the permitted use shall be removed therefrom.

03 USE CLASS RESTRICTION SC28

04 HOURS OF USE RESTRICTED SC36A

The use hereby permitted shall not take place, no plant/machinery shall be operated and no deliveries shall be taken at or dispatched from the site outside the hours of 7.30am to 10.00pm, and up to a maximum of no more than 3 days in any one week

05 LANDSCAPE DESIGN - DETAILS SC59

06 CAR PARKING PROVISION SC80

07 FLOODLIGHTS PROHIBITED SC34

08 EXTERNAL STORAGE-LIMIT SC36

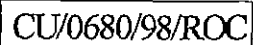
09 RETAIN ENCLOSURE/SCREEN SC52

10 VEHICULAR ACCESS - DETAILS SC69

11 PARKING AND TURNING SPACE SC75

12 AMPLIFICATION PROHIBITED SC43

13 EXTRACT VENTILATION SC92

Allotment
Gardens

This copy has been specifically produced for Planning and Building Control purposes only
no further copies may be made.

Reproduced from the Ordnance Survey Mapping with the permission of Controller Her Majesty's Stationery Office Crown copyright.
Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.
Rochford District Council Licence No LA073792



1:1250

21

INTRODUCTORY REPORT TO ITEMS 2, 3 AND 4 AND NUMEROUS SIMILAR
APPLICATIONS IN THE DISTRICT TO ERECT SINGLE OR DOUBLE
FREESTANDING POST POUCH BOXES

Introduction

Thirty four applications have been made by Royal Mail to erect freestanding post pouch boxes at various locations throughout the District

The purpose of the pouch boxes is to accommodate the postman's second delivery bag which will be delivered to the pouch box ready for collection when needed to obviate the need for a return to the sorting office.

The quantity of mail has increased by 8% over the last two years and it is envisaged that the provision of the pouch boxes will improve efficiency and thereby provide a better service to the public.

Royal Mail is permitted to erect post boxes and self-service machines as permitted development under Part 17J of the Town and Country Planning (General Permitted Development) Order 1995 but the installation of any other items such as these pouch boxes is not specifically covered, hence the need for the applications.

The pouch boxes are of metal construction and are 0.45m wide by 0.4m deep and are either 0.6m or 1m high, depending on whether they are single or double units. They have a curved top, are mounted on a 0.1m diameter metal pole and are 1360mm high overall. They have a powder coated finish, grey in colour, and an example of a single pouch box will be available in the Members' Room for inspection before the meeting.

The main considerations in dealing with these applications are visual amenity and highway safety. Royal Mail has chosen to site many of the pouch boxes at or near road junctions and consequently, the County Surveyor has recommended refusal of a considerable proportion of the applications on highway safety grounds. Many of the other applications raise concerns on visual or residential amenity grounds but it is considered there may be scope for negotiating a resiting in the majority of cases.

This introduction is intended to act as the general background report to all the applications which will come before Members in groups as they become ready for a firm recommendation. The following reports therefore only cover a few applications to which there are no highway or amenity objections and on which a positive recommendation can be made at this stage.

Red

F/0627/98/ROC PARISH OF HULLBRIDGELAND NEAR TO 33, MEADOW ROAD, HULLBRIDGE

ERECT SINGLE POUCH BOX

Applicant: ROYAL MAIL

Zoning RESIDENTIAL

Consultations

- 2.1 **Hullbridge Parish Council** - Object on the grounds of unnecessary additional objects on the highway which are not in keeping with the street scene and are potential hazards. Concern is also expressed regarding the safety of mail being stored in the pouches.
- 2.2 **County Highways** - No objection.

Material Planning Considerations

- 2.3 It is proposed to site this pouch box on the grass verge behind the footway flanking the side boundary of 75, Burnham Road which is delineated by a 2m. high brick wall. The box will be sufficiently far from the junction not to present a traffic hazard and will not be visually intrusive.

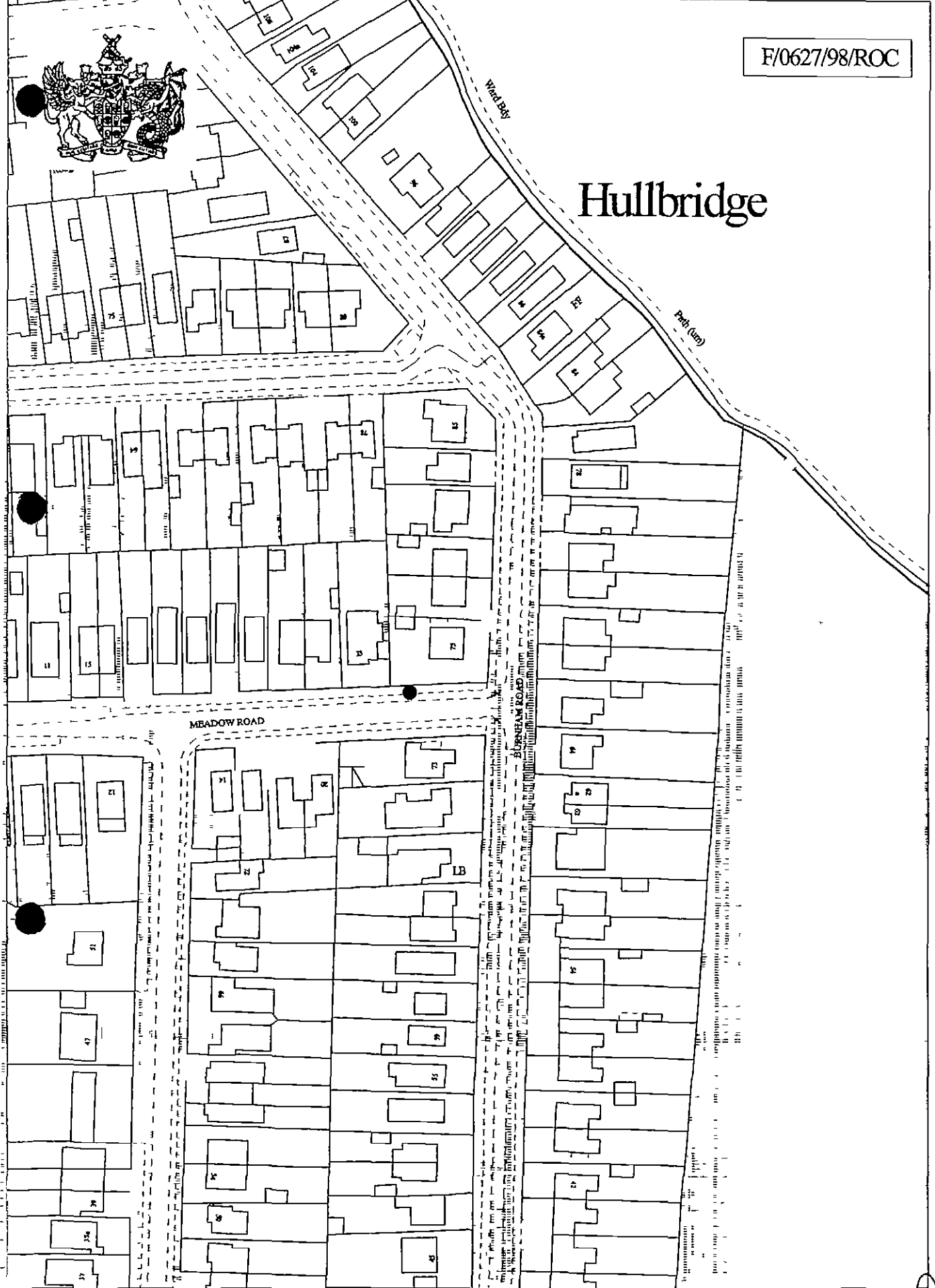
Recommendation

APPROVE

01 SC4 TIME LIMITS FULL



Hullbridge



This copy has been specifically produced for Planning and Building Control purposes only

No further copies may be made

Reproduced from the Ordnance Survey Mapping with the permission of Controller Her Majesty's Stationery Office Crown copyright.

Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.

Rochford District Council Licence No. LA073792



3.

F/0631/98/ROC RAYLEIGH TOWN COUNCIL AREA

LAND FRONTING 65 VICTORIA AVENUE RAYLEIGH

ERECT SINGLE POUCH BOX

Zoning: Residential

Consultations

3.1 **Rayleigh Town Council** - No objection

3.2 **County Highways** - No objection

3.3 A local resident wrote in raising concern due to conflicting information but has subsequently on having the proposal explained to them confirmed verbally no objection

Material Planning Considerations

3.4 This box is to be sited on the grass verge behind the footway on the boundary between Nos 65 and 69, Victoria Avenue and will not affect any visual or residential amenity or traffic sight lines

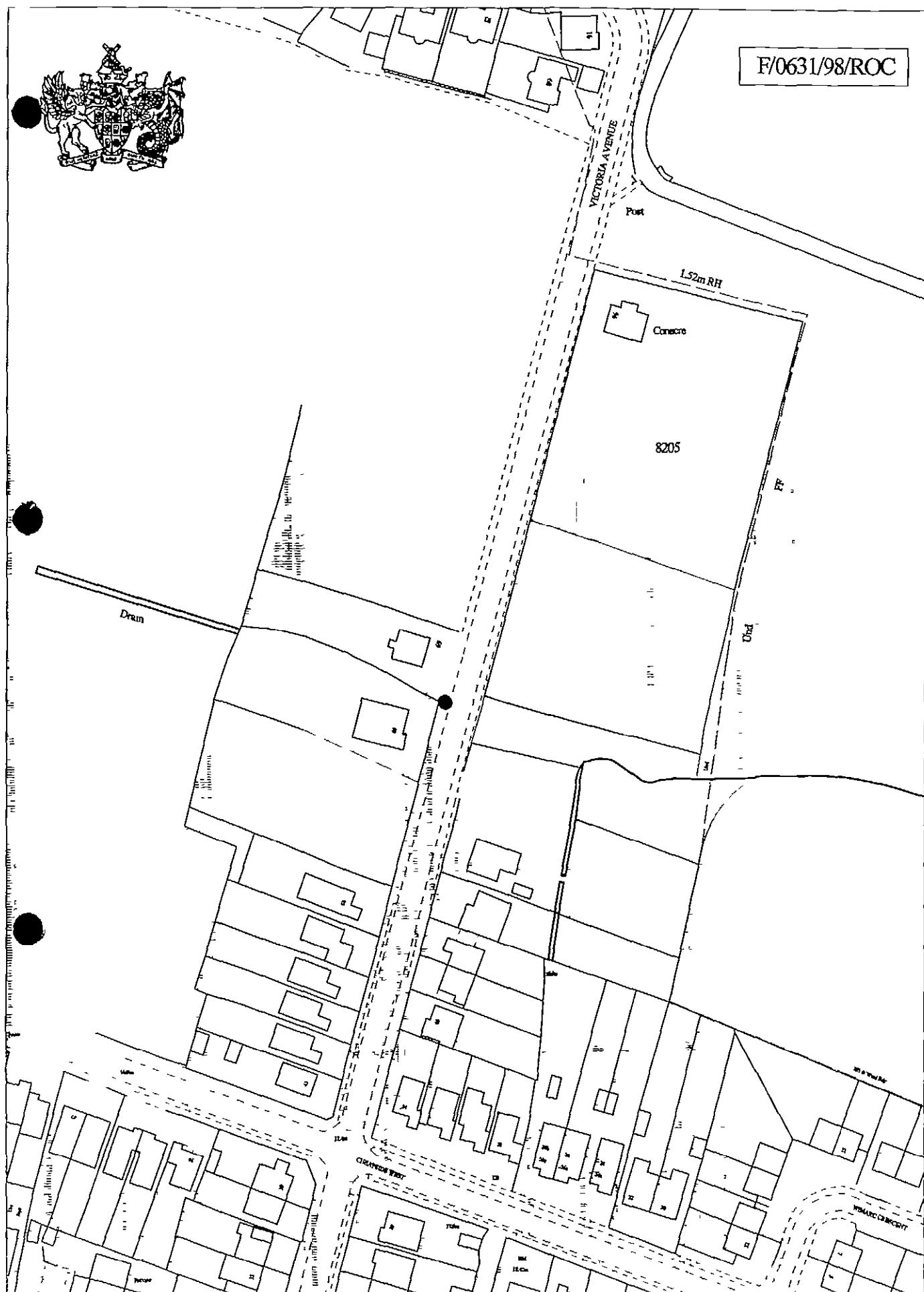
Recommendation

APPROVE

01 SC4 TIME LIMITS FULL



F/0631/98/ROC



This copy has been specifically produced for Planning and Building Control purposes only
No further copies may be made.

Reproduced from the Ordnance Survey Mapping with the permission of Controller Her Majesty's Stationery Office Crown copyright.
Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.
Rochford District Council Licence No LA073792



A1350

F/0643/98/ROC PARISH OF HOCKLEYLAND ADJOINING 'GREENHEYS' BULLWOOD APPROACH HOCKLEY

ERECT SINGLE POUCH BOX

Zoning Residential

Consultations

4.1 County Surveyor - No objection

Material Planning Considerations

4.2 This box will be sited on the grass verge in the unmade Hillside Road which flanks 'Greenheys'. The siting will be unobtrusive and no objection is seen on amenity or highway grounds.

RecommendationAPPROVE

01 SC4 TIME LIMITS FULL

5.

F/0713/98/ROC PARISH OF ROCHFORD

ALBON ENGINEERING ROCHEHALL WAY ROCHFORD

ERECT TWO STOREY FRONT EXTENSION TO EXISTING FACTORY
COMPRISING OFFICES AND STAFF WASHROOMS

Applicant: ALBON ENGINEERING

Zoning: Industrial

Planning Application Details

- 5 1 This is a detailed application to erect an additional two storey block to the South (front) elevation of the existing factory premises located at the junction of Millhead Way and Rochehall Way, Purdeys Industrial Estate, Rochford.
- 5 2 The ground floor of this extension is to accommodate an entrance lobby, male and female washrooms and a shop floor office. The first floor element is to house four offices and a conference room.
- 5 3 The dimensions of the two storey extension are 32.97m by 5.88m by 6.26m in height, fenestration and materials proposed are to match the existing front of the factory.

Relevant Planning History

- 5 4 A side extension for industrial purposes, which added approximately 50% to this factory unit was approved under application F/0165/95 and it is this previous side extension to which the proposed extension will front. The extension which is currently being proposed is of a far smaller scale relative to the overall mass of the existing factory and is to be used for business rather than industrial purposes.

Consultations and Representations

- 5.5 Rochford Parish Council - have no objections to the proposal.
- 5.6 County Surveyor - No objection to the proposal.
- 5 7 Civil Aviation Authority - No objection to the proposal.
- 5 8 Environment Agency - Advisory comments given due to the possible presence of landfill gas since proposed area for development lies within 250 metres of a former waste disposal site.
- 5.9 An individual with a Roach Valley Conservation interest raises no objection provided sufficient provision for access for the disabled.

Material Planning Considerations

- 5.10 Purdeys Industrial Estate lies within the Industrial use designation for which applications relating to business, general industrial and/or storage will normally be permitted.
- 5 11 The extension to this manufacturing unit is in some way maintaining employment and economic activity in the district. This is consistent with the provisions of the Rochford District Local Plan which seeks to help retain and maintain jobs and firms existing in the district as part of the employment and business strategy.

- 5.12 This employer wishes to provide modern welfare facilities for shop floor staff as well as provide additional managerial office space, including the proposed conference room.
- 5.13 The proposed extension will result in the loss of 10 parking spaces, however, there are 241 spaces still existing on site.
- 5 14 The loss of 10 parking spaces through the proposed extension together with the additional office floorspace will result in a shortfall of 19 spaces required to meet standards. The new extension in conjunction with the office and factory floorspace which exists will require 260 parking spaces. However, the proposal is not increasing the level of employees on site and the current level of parking (251 spaces) is not used to its full capacity.

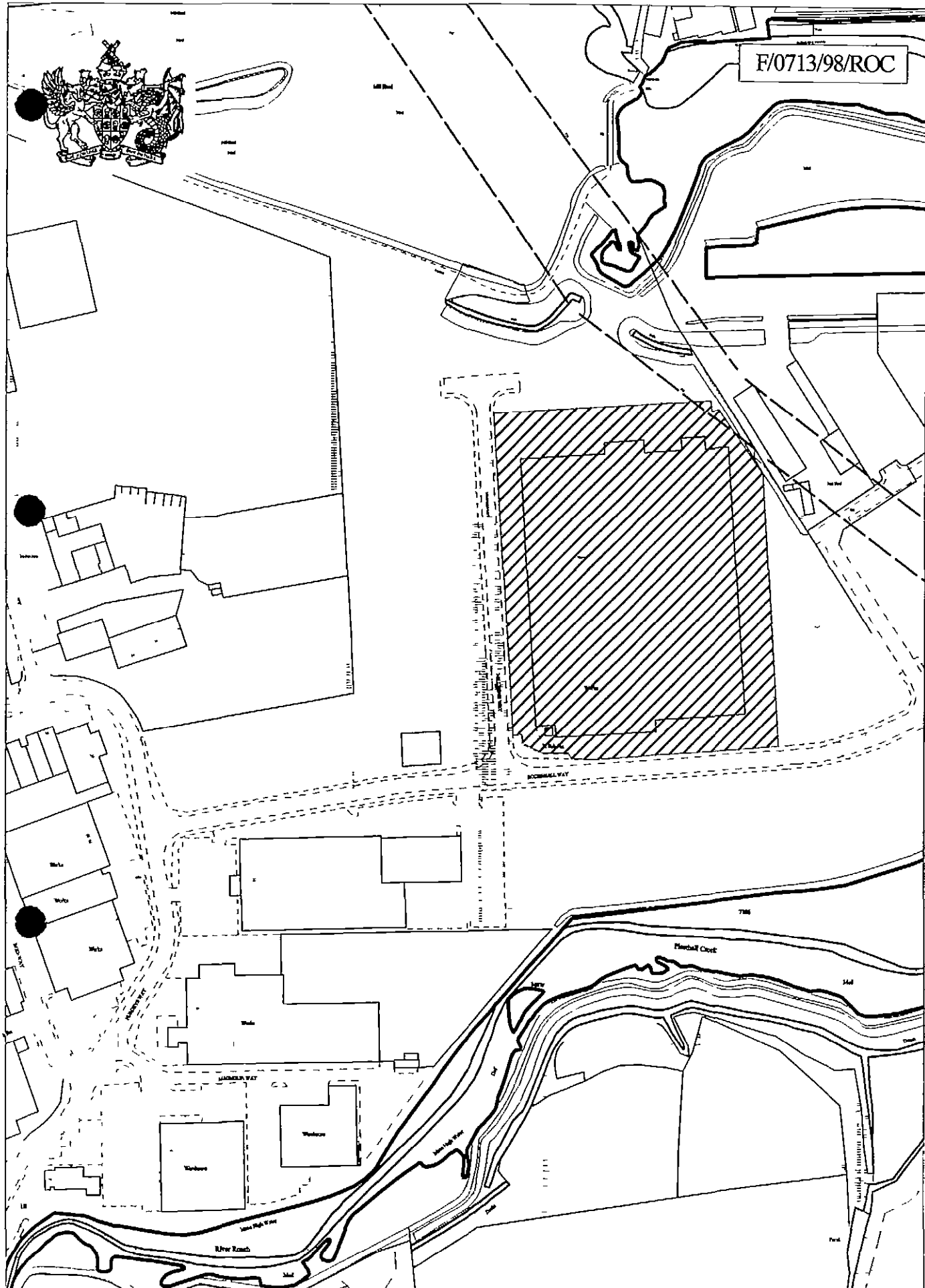
Recommendation

- 5 15 That the Corporate Director (Law, Planning and Administration) recommends that this application should be approved subject to the following conditions,

01 SC4 TIME LIMITS FULL - STD

02 SC15 MATERIALS TO MATCH





This copy has been specifically produced for Planning and Building Control purposes only
 further copies may be made.

Reproduced from the Ordnance Survey Mapping with the permission of Controller Her Majesty's Stationery Office Crown copyright.
 Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.
 Rochford District Council Licence No. LA073792



31 1:2500

Handwritten signature/initials

SEWAGE TREATMENT WORKS, WHITE CITY, FOULNESS ISLAND**PROPOSED IMPROVEMENT WORKS TO SEWAGE TREATMENT WORKS**

Applicant SERCO

Zoning. Metropolitan Green Belt

Planning Application Details

N.B. This is a County Matter application on which this Authority is a consultee, the decision being made by Essex County Council as Waste Planning Authority.

- 6.1 This applicant has submitted a supporting statement prepared by a firm of Civil, Structural and Geotechnical Engineers (acting as the agents) and states that the new sewage treatment works are proposed in order to provide sewage treatment to meet the discharge conditions required by the Environment Agency and will process no more than 7,000 tones of waste per year.
- 6.2 The sewage is currently macerated and pumped onto the Maplin Sands off Fishermans Head. The new proposals pass the sewage through the treatment works and discharge it to a nearby drainage ditch. The proposed treatment works will consist of the following:
1. Upgrade existing pump house to include new pumps and pipework.
 2. Construct a new Primary Settlement Tank from pre-cast concrete rings.
 3. Construct a new reed bed, approximately 16m x 20m in area.
 4. Construct a new pre-cast concrete headwall to discharge the treated sewage to a nearby drainage ditch.
- 6.3 The Environment Agency has provided discharge quality standards to the drainage ditch, and these have been accounted for in the design and the quality of the treated sewage will meet these standards.

Relevant Planning History

- 6.4 The only recent planning history at White City relates to dish aerials on an existing 61m high steel lattice tower is therefore not relevant to the determination of this application.

Consultations and Representations

- 6.5 **Foulness Parish Council** - comments awaited
- 6.6 **Essex County Council (County Surveyor)** has no comments to make.
- 6.7 **Essex County Council (County Archaeologist)** confirms that no known sites will be effected by the proposed development.
- 6.8 The Council's **Head of Housing, Health and Community Care** has no objections in principle subject to an informative drawing attention to the applicant that there is potential for odours and the possibility of effecting nearby residential dwellings. Accordingly, all measures should be taken to minimise the amount of odours emanating from the site.

- 6.9 **English Nature** states that the area covered is not within Foulness SSSI and therefore the proposed development would be unlikely to have a significant effect on Foulness Special Protection Area. Accordingly, no objections are raised.

Material Planning Considerations

- 6.10 The primary issues material to the consideration of this application relate to planning policy and the potential effect upon residential amenity.
- 6.11 The site is zoned as Rural Area Beyond the Metropolitan Green Belt in the Rochford District Local Plan First Review. As the proposal is to improve the existing sewage treatment works the principle of this type of development has in the past even on-site within the Green Belt been considered acceptable on an exceptional basis.
- 6.12 With regard to the potential effect upon the residential amenities the locality is not heavily populated, the occupants within nearby dwellings are some 100m away, and undue adverse effects should not occur provided that the applicant ensures that all odours emanating from the site are kept to a minimum. In addition, the constructional elements of the proposed improvements to the sewage treatment works will not be harmful to the visual amenities of the existing residents which are located at least 100m away. Furthermore, the general openness of the area will be retained and therefore no conflict with the spirit of Green Belt policies will occur.

Recommendation

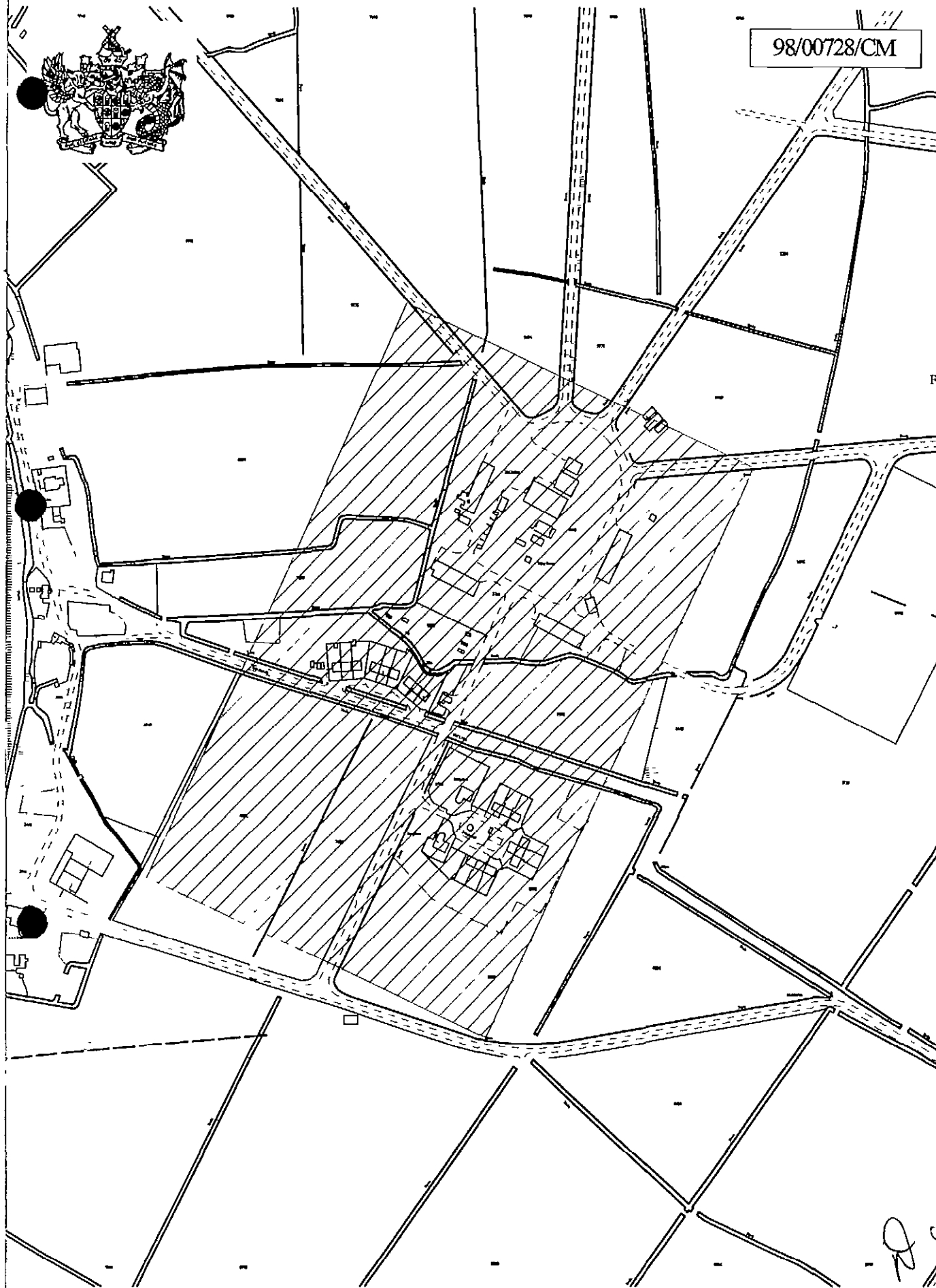
- 6.13 The Corporate Director (Law, Planning & Administration) recommends that the County Council be informed that this Authority raises no objection to this application subject to the imposition of an informative;

01 NON STANDARD CONDITION

There is potential for odours and the possibility of affecting nearby residential dwellings. Accordingly, all measures should be taken to minimise the amount of odours emanating from the site.

GP

98/00728/CM



This copy has been specifically produced for Planning and Building Control purposes only
further copies may be made.

Reproduced from the Ordnance Survey Mapping with the permission of Controller Her Majesty's Stationery Office Crown copyright.
Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.
Rochford District Council Licence No. LA073792



1:4000

F/0702/98/ROC PARISH OF GREAT WAKERINGLAND ADJ YORK BUNGALOW LITTLE WAKERING HALL LANE LITTLE WAKERING

ERECT DETACHED 2-BED BUNGALOW WITH DETACHED GARAGE (DEMOLISH EXISTING FACTORY BUILDING)

Applicant G SAVVA ESQ

Zoning: Residential

Planning Application Details

- 7.1 The applicants are seeking to demolish an existing vacant and semi derelict single storey building previously used for commercial purposes including pickling and erect a modest single storey 2 bed residential bungalow. A detached garage is proposed adjacent to the front boundary of the site close to the road which has no footpaths and is private. The southern boundary abuts the Great Wakering Conservation Area.
- 7.2 There is a bungalow immediately to the north and the Great Wakering and District Royal British Legion Club car park to the south together with the rear gardens of houses which front onto the High Street. There are substantial buildings used in connection with a long established food processing business to the rear. This is served by two accesses. The southern access abuts the northern perimeter of the application site.
- 7.3 The proposed new bungalow is set forward of the dwelling to the north at the front but there is an intervening accessway. This layout also follows the configuration of the irregularly shaped site and the bend of the road. There is substantial separation between the new and existing dwellings which helps to compensate.

Relevant Planning History

EEC/ROC/7/50 for a change of use of the land to the production of sweet pickles was granted planning permission on 7th March 1950.

EEC/ROC/103/51 for the erection of a packing shed and store granted 2nd October 1951

EEC/ROC/111/53 for the erection of a pickle factory granted 7th July 1953

EEC/ROC/99/62 for the erection of a pickling factory and toilets granted outline planning permission on 1st May 1962 and reserved matters (details) on 24th July 1962.

T/ROC/2/64 for the erection of a building for the preparation vegetables for pickling granted 4th February 1964

T/ROC/121/65 for the erection of a vegetable preparation room granted on 13th April 1965

T/ROC/578/65 for the erection of an onion processing building granted 11th January 1966

Consultations and Representations

- 7.4 The County Surveyor has no objection subject to appropriate conditions being imposed on the decision notice.

- 7.5 The **Environment Agency** has no objection **Anglian Water** has no objections to raise from the planning aspect and therefore has "no comment" to make
- 7.6 The **Head of Health Housing and Community Care** has no adverse comments subject to the imposition of appropriate conditions including Noise Assessment, Contaminated Land, Method Statement and standard informatives SI16 (Control of Nuisances) and SI15 (Asbestos Removal) being attached to any permission granted
- 7.7 The **County Planner (Specialist Conservation Advice)** comments that "given the most unpromising location and appearance of the site and the fact that it is outside the Conservation Area, I think that this bungalow would be acceptable I cannot see it being at all detrimental to the appearance or character of the Conservation Area and I recommend consent".
- 7.8 The commercial operator of the established non conforming use next to the site and the Great Woking and District Royal British Legion Club Ltd, who have submitted two letters, object on the following grounds.
- i) Location of the dwelling close to access and other existing commercial uses could give rise to potential noise problems and complaints from future occupants of the dwelling;
 - ii) Location of the detached garage could be detrimental to highway safety,
 - iii) The dwelling and garage are located forward of the existing established building line;
 - iv) The site is not suitable for residential and should remain industrial,
 - v) Concern that the fence removed from the southern boundary is replaced by some form of enclosure.

Summary of Planning Considerations

- 7.9 The main planning issues material to Members consideration of this application are summarised as follows:
- Policy
 - Amenity
 - Highway Safety

POLICY

- 7.10 This application site is situated within the existing residential area, defined in the Rochford District Local Plan (1st Review). Hence, the presumption of Local Plan policy on this site is in favour of residential development. The loss of the existing non conforming industrial use is considered to be a benefit consistent with the aims of policy H24 which seeks to safeguard and enhance the amenities and character of residential areas.
- 7.11 As the site is irregular in shape it does not meet the normal frontage criteria of 9.15 metres (30 feet) where it abuts the road but widens out to a maximum of 11 metres (36 feet) at the centre. For reasons already stated the proposal is considered to be a justifiable exception to this criterion and meets the balance of Council policy guidelines for infill development on small sites, is on a deep plot and the scale and design detailing of the dwelling is consistent with existing development in Little Woking Hall Lane which is generally of mixed character and appearance.

AMENITY

- 7.12 With respect to potential noise nuisance the bungalow has been designed to ensure that the majority of noise sensitive accommodation is located away from critical areas and most of the windows are located on the south side of the dwelling remote from the commercial access to the north. As already stated the Head of Health Housing and Community Care has no objection subject to appropriate conditions and informatives being attached to the decision notice. A condition is also proposed with respect to the provision of walling on relevant boundaries which should further mitigate any problems

HIGHWAY SAFETY

- 7.13 As already stated the County Surveyor has no objection to the proposal on highway safety grounds subject to appropriate planning conditions being attached to any positive decision notice issued

Recommendation

- 7.14 The Corporate Director (Law, Planning and Administration) recommends that this application should be approved subject to the following condition heads:

01 SC4 TIME LIMITS FULL - STD

02 SC14 MATERIALS TO BE USED (EXTERNALLY)

03 SC 9 REMOVAL OF BUILDINGS (prior to development)

04 SC59 LANDSCAPE DESIGN - DETAILS

05 SC75 PARKING AND TURNING SPACE

06 SC51 ENCLOSURE/SCREENING - DETAILS (WALLING)

07 SC50 MEANS OF ENCLOSURE - FULL

08 SC83 SITE LEVELS

09 SC84 SLAB LEVELS SPECIFIED

10 SC69 VEHICULAR ACCESS - DETAILS

The vehicular access indicated on the submitted site plan dated 7th November 1998, shall not be used by vehicular traffic before it has been constructed and completed in all respects, in accordance with plans and particulars showing precise details of the access (including the position of any gates to be installed and/or visibility splays provided) which shall previously have been submitted to and agreed in writing by the Local Planning Authority. Once constructed, the said access shall be made available for use and thereafter retained and maintained in the approved form. Furthermore the access shall be a minimum width of 2.5 metres on the highway boundary.

11 SC66 PEDESTRIAN VISIBILITY SPLAYS

12 SC85 METHOD STATEMENT

13 SC17 PD RESTRICTED - EXTENSIONS

14 SC20 PD RESTRICTED - DORMERS

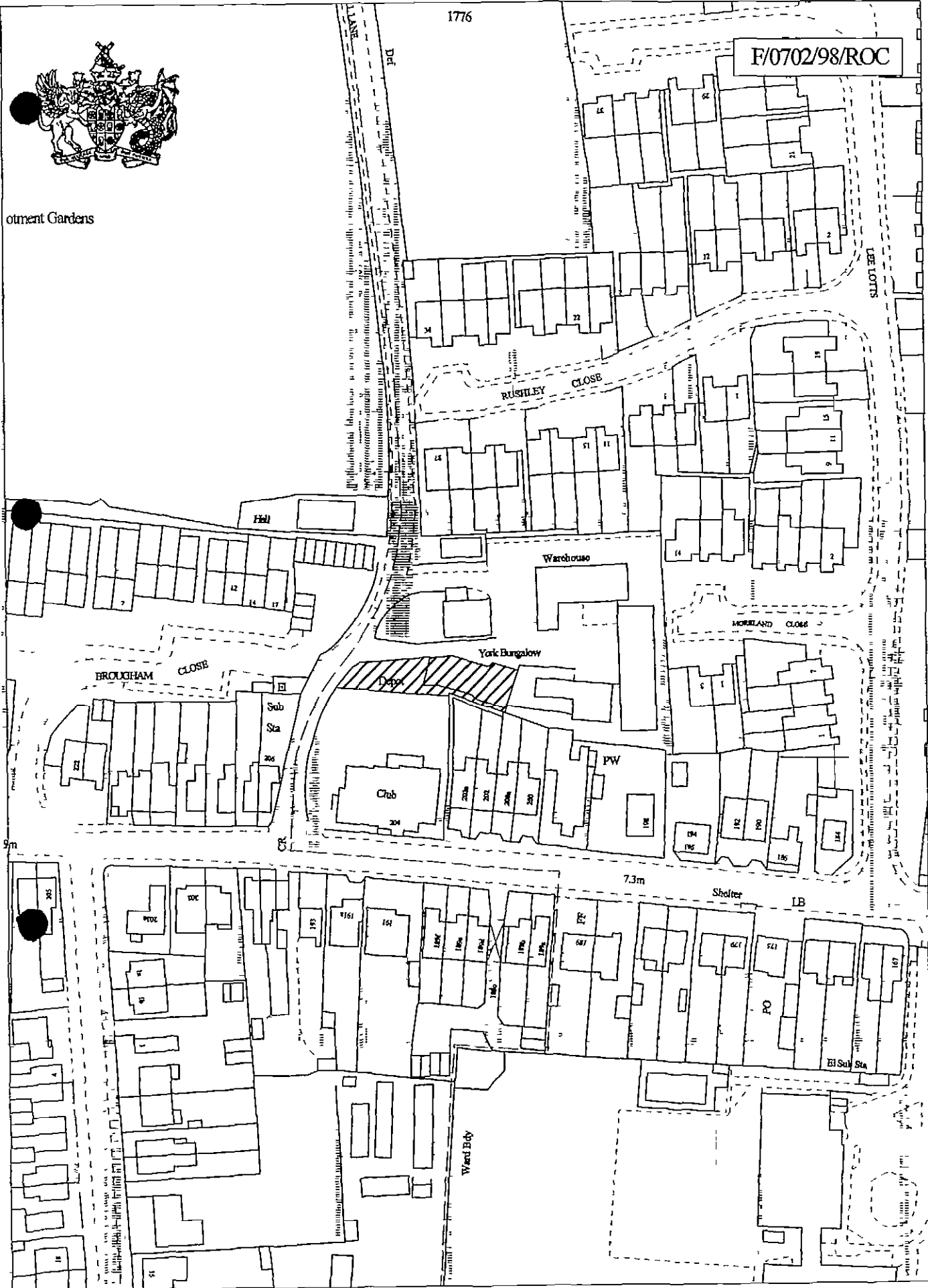
15 NOISE ASSESSMENT

16 CONTAMINATED LAND

10 20 29

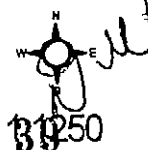


otment Gardens



This copy has been specifically produced for Planning and Building Control purposes only
No further copies may be made.

Reproduced from the Ordnance Survey Mapping with the permission of Controller Her Majesty's Stationery Office Crown copyright.
Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.
Rochford District Council Licence No LA073792



DELEGATED PLANNING DECISIONS - 14TH JANUARY 1999

I have decided the following applications in accordance with the policy of delegation:

AD/0615/98/ROC APPROVE

LAND BET HILLSIDE ROAD/ NORE ROAD RAYLEIGH
ERECTION OF NON-ILLUMINATED SITE ADVERTISEMENT BOARD (REVISED APPLICATION)
CREST HOMES (EASTERN) LTD

CU/0208/98/ROC APPROVE

SUTTON BRIDGE FARM SUTTON ROAD ROCHFORD
CHANGE OF USE OF DWELLING (C3) TO AN 8 PERSON RESPITE CARE HOME (CLASS C2), ASSOCIATED GROUND FLOOR EXT, LIFT SHAFT AND PARKING USE 2 OUTBUILDINGS AS HORTICULTURAL/ART & CRAFT WORKSHOPS INCL USE BY DAY VISITORS.
HAMELIN TRUST

CU/0699/98/ROC APPROVE

127 ALEXANDRA ROAD GREAT WAKERING
CONVERT GARAGE INTO LIVING ACCOMMODATION WITHOUT COMPLIANCE WITH CONDITION 07 ATTACHED TO PLANNING PERMISSION REF F/0123/94/ROC
MR S P BRUNT

F/0109/98/ROC APPROVE

7 VICTOR GARDENS HAWKWELL
GROUND FLOOR FRONT AND FIRST FLOOR SIDE EXTENSIONS, INCORPORATING DORMERS TO FRONT AND REAR.
C STROUD

F/0246/98/ROC APPROVE

64 SANDHILL ROAD RAYLEIGH
ERECT THREE PITCHED ROOF DORMERS TO FRONT ROOF SLOPE
MR AND MRS PALMER

F/0350/97/ROC APPROVE

15 POPLARS AVENUE HAWKWELL
DETACHED 3-BED BUNGALOW WITH INTEGRAL GARAGE (REVISED SUBMISSION FOLLOWING APPLICATION F/0426/96/ROC)
S PAGE

F/0367/98/ROC APPROVE

TIMBER GROVE LONDON ROAD RAYLEIGH
RETAIN TWO PORTABLE BUILDINGS, ONE FOR USE AS DAY CENTRE, ONE FOR USE AS STAFF MEETING ROOM, OFFICES AND TOILET.
ELIZABETH FITZROY HOMES

F/0400/98/ROC APPROVE

109 RECTORY ROAD ROCHFORD
ERECT SHED FOR STORAGE OF TIMBER.
GRAHAM GROUP PLC

F/0439/97/ROC **APPROVE**
GUSLI LOWER ROAD HOCKLEY
DEMOLISH EXISTING AND ERECT REPLACEMENT BUNGALOW
L COUZENS

F/0439/98/ROC **APPROVE**
UNITS 7 & 8 PURDEYS IND ESTATE FLEET HALL ROAD ROCHFORD
TWO STOREY FRONT EXTENSION TO FORM ADDITIONAL OFFICE
ACCOMMODATION
CHARLES BIRCH ESSEX LTD

F/0443/98/ROC **REFUSE**
41 HIGHFIELD CRESCENT RAYLEIGH
ROOF EXTENSION (HIP TO GABLE) AND EXTENSION TO EXISTING FRONT AND
REAR DORMERS
MR & MRS STEVENS
01
WOULD BE DETRIMENTAL TO THE CHARACTER OF THE EXISTING PROPERTY, WOULD
CREATE A CRAMPED APPEARANCE WITH THE NEIGHBOURING PROPERTY

F/0453/98/ROC **APPROVE**
ADJ 38 KIMBERLEY ROAD LITTLE WAKERING
ERECT DETACHED 3-BED BUNGALOW WITH INTEGRAL GARAGE
D WILSON

F/0474/98/ROC **APPROVE**
30 HILLCREST ROAD HOCKLEY
ERECT TWO STOREY SIDE EXTENSION (DEMOLISH EXISTING GARAGE)
MR & MRS HORSNELL

F/0497/98/ROC **APPROVE**
25 LASCELLES GARDENS ROCHFORD
GROUND FLOOR REAR EXTENSION (CONSERVATORY)
MR & MRS K PETCHEY

F/0510/98/ROC **APPROVE**
282 EASTWOOD ROAD RAYLEIGH
ERECT PART TWO STOREY/PART FIRST FLOOR SIDE/REAR EXTENSION AND
CANOPY ROOFS TO FRONT AND REAR ELEVATIONS
MR P GUTHRIE

F/0522/98/ROC **APPROVE**
GREENACRES PARK GARDENS HAWKWELL
ERECT 4-BED DETACHED HOUSE WITH DETACHED DOUBLE GARAGE (DEMOLISH
EXISTING DWELLING)
S PAGE

F/0543/98/ROC **APPROVE**
THE POPLARS ARUNDEL ROAD ASHINGDON
ERECT 3-BED BUNGALOW (DEMOLISH EXISTING)
MR R WEIDNER

F/0577/98/ROC **APPROVE**
197 EASTWOOD ROAD RAYLEIGH
ERECT 5-BED DETACHED HOUSE WITH INTEGRAL GARAGE (DEMOLISH
EXISTING BUNGALOW)
F WITHRINGTON & SONS

F/0597/98/ROC **APPROVE**

308 GREENSWARD LANE HOCKLEY

ERECTION OF TWO PITCHED ROOF DORMERS TO FRONT ELEVATION

MR & MRS J COOK

F/0600/98/ROC **APPROVE**

72 BROAD WALK HOCKLEY

EXTEND HIPPED ROOF TO FORM GABLE END AND DORMER WINDOW EXTENSION TO REAR

K BROWN

F/0605/98/ROC **APPROVE**

300 ASHINGDON ROAD ASHINGDON

EXTEND HIPPED ROOF TO FORM GABLE AND ERECT DORMER WINDOW EXTENSIONS TO FRONT AND REAR

MR & MRS HIMPEN

F/0611/98/ROC **APPROVE**

43 EASTCHEAP RAYLEIGH

REPLACE EXISTING 2 METRE HIGH FENCE WITH 2 4 METRE HIGH FENCE

MR & MRS BROWN

F/0614/98/ROC **REFUSE**

33 WEDGEWOOD WAY ROCHFORD

FORMATION OF ROOM ON ROOF WITH DORMER TO REAR

MR J P BASSETT

01

WOULD BE AN INCONGRUOUS INTRUSION IN THE ROOFSCAPE OF THE STREET TO THE VISUAL DETRIMENT OF THE AREA

F/0616/98/ROC **APPROVE**

20 PEARSONS AVENUE RAYLEIGH

RETAIN GROUND FLOOR REAR EXTENSION

MR L R HORNETT

F/0617/98/ROC **APPROVE**

12 MARYLANDS AVENUE HOCKLEY

ERECT GROUND FLOOR REAR EXTENSION

MRS J CAREY

F/0624/98/ROC **REFUSE**

MAYPAT QUEEN ANNE'S GROVE HULLBRIDGE

ERECT GROUND FLOOR SIDE EXTENSION EXTEND ROOF.

MR & MRS R HUNTLEY

01

EXCESSIVE DEVELOPMENT IN THE METROPOLITAN GREEN BELT

02

THE ROOFING OVER THE RECESSED AREA ON THE WEST FLANK WOULD CREATE PRESSURE TO ENCLOSE THE AREA FOR HABITABLE USE CONTRARY TO POLICY

F/0659/98/ROC **APPROVE**

357 EASTWOOD ROAD RAYLEIGH

ERECT DETACHED SINGLE GARAGE AND INSTALL VEHICULAR CROSSOVER

R IRONS

F/0666/98/ROC **APPROVE**
FOXLEY COURT WESTERN ROAD RAYLEIGH
ERECT GROUND FLOOR SIDE EXTENSION (ENCLOSING SWIMMING POOL)
MR AND MRS G TOOMEY

F/0673/98/ROC **APPROVE**
HONEYSUCKLE COTTAGE RAYLEIGH DOWNS ROAD RAYLEIGH
ERECT DETACHED DOUBLE GARAGE
MR AND MRS HOBBS

F/0685/98/ROC **APPROVE**
336 EASTWOOD ROAD RAYLEIGH
CONVERT GARAGE TO HABITABLE ACCOMMODATION
JOHN WILLIAM BENTON

F/0688/98/ROC **APPROVE**
8 VICTORIA DRIVE GREAT WAKERING
INSERTION OF DORMER WINDOW IN REAR ROOF SLOPE
MR S HOLLAND

F/0689/98/ROC **APPROVE**
LAND ADJ THE PADDOCK LAMBOURNE HALL ROAD CANEWDON
FORMATION OF VEHICULAR ACCESS
THE WOODLAND TRUST

F/0692/98/ROC **APPROVE**
60 SOUTH VIEW ROAD HOCKLEY
ERECT GROUND FLOOR SIDE EXTENSION
C BROWN

OL/0407/98/ROC **APPROVE**
ADJ 2 SPRING GARDENS RAYLEIGH
OUTLINE APPLICATION TO ERECT ONE DETACHED BUNGALOW WITH GARAGE
MR A BYFORD

OL/0535/98/ROC **APPROVE**
ADJ CRANE COURT ST THOMAS' ROAD SOUTH FAMBRIDGE
OUTLINE APPLICATION TO ERECT 5-BED DETACHED HOUSE WITH INTEGRAL
GARAGE (REVISED SUBMISSION FOLLOWING PLANNING PERMISSION REF
OL/0610/96/ROC)
MR & MRS SEEK

DELEGATED BUILDING REGULATIONS DECISIONS

REJECTIONS

14th January 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BR 98/442	67, Abbey Road Hullbridge	Room in Roof
BR 98/443	41, Hawkwell Chase Hockley	Demolish House & Erect Three Bungalows
BR 98/445	63, Southview Road Hockley	Room in Roof
BR 98/446	6, Belchamps Way Hockley	New Bungalow
BR 98/448	28, Hawkwell Park Drive Hawkwell	Rooms in Roof
BR 98/449	72, Broadwalk Hockley	Rooms in Roof
BR 98/473	183, Eastwood Road Rayleigh	Proposed Front Two Storey & Rear Single Storey Extensions
BR 98/466	14, Hamilton Gardens Hockley	New House
BR 98/464	5, Hillside Road Hockley	Room in Roof
BR 98/477	Mark 1 Hire Cottis Site, Purdeys Way Rochford	New Factory
BR 98/500	1, Hambro Avenue Rayleigh	Internal Alterations & Drainage

DELEGATED BUILDING REGULATIONS DECISIONS

APPROVALS

14th January 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BR 98/528	8, Plowmans Rayleigh	Rooms (within Loft Space)
BR 98/535	40, Alexandra Road Great Wakering	Two Storey Rear Extension with One Side Dormer
BR 98/549	2, Queensland Avenue Rochford	Proposed Pitched Roof
BR 98/451A	65, Downhall Park Way Rayleigh	Erect P.V.C.u. Porch to Rear of Property
BR 98/538	25, Hawkwell Park Drive Hawkwell	Convert from Hip-ended to Gable- ended Roof to Project over New Side Garage, Rooms in Roof with Dormers to Front & Rear with Roof Raised over Existing Rear Projection & Various Internal Alterations
BR 98/473A	183, Eastwood Road Rayleigh	Proposed Front Two Storey & Rear Single Storey Extensions
BN 98/428	6, Highams Road Hockley	Extension
BN 98/430	Ashington Rectory Church Road Ashington	Structural Work to Kitchen
BN 98/433	2, Cedar Walk Canewdon	New Bay Window
BN 98/434	Sarona Hooley Drive Rayleigh	Ground Floor Extension
BN 98/435	145A, Southend Road Rochford	Front Extension

BN 98/437	19, Bullwood Road Hockley	Loft Conversion
BN 98/439	12, South Avenue Hullbridge	Ground & First Floor Rear Extensions
BN 98/444	209, Bull Lane Rayleigh	Conversion of Garage to a Room
BN 98/447	Braemar Church Road Rawreth	Demolish Existing Conservatory, Erect Front Porch & Rear Conservatory, Reposition Existing Bay Window, Demolish & Rebuild with Pitch Roof Ex-Utility, Install First Floor Balcony Remove Internal Walls
BN 98/450	Cranford Church Road Hockley	Attached Garage
BN 98/456	34, Gladstone Road Hockley	Rooms in Roof
BN 98/460	26, Meadow Way Hockley	Erect New Pitched Roof Over Existing Flat Roof & Three Bedroom New Pitched Roof Dormers
BN 98/470	19, Nelson Road Rayleigh	Cavity Wall Insulation
BN 98/471	43, York Road Rayleigh	Two Dormer Roof Windows
BN 98/475	450, Ashingdon Road Ashingdon	Convert Shop into House
BN 98/476	18, Alexandria Drive Rayleigh	Single Storey Rear Extension
BN 98/480	Assendene Canewdon Road Ashingdon	Alteration to Existing Walls (Internal) & Formation of New Windows
BN 98/482	23, Leonard Drive Rayleigh	Dining Room Extension
BN 98/484	140, Burnham Road Hullbridge	Install Fire Resisting Door Between Kitchen & Garage and Convert Part of Garage to Utility Room & W C.
BN 98/485	38, Oak Walk Hockley	Single Storey Garage & Alterations

BN 98/488	42, Barling Road Great Wakering	Rear Extension
BN 98/489	8, Tudor Close Rayleigh	Cavity Wall Insulation
BN 98/491	Semperfields Brays Lane Rochford	Single Storey Rear Extension
BN 98/492	70, Conway Avenue Great Wakering	Conversion of a Garage into a Dining Room
BN 98/495	33, Vernon Avenue Rayleigh	Cavity Wall Insulation
BN 98/496	11, Pulpits Close Hockley	Cavity Wall Insulation
BN 98/498	51, Twyford Avenue Great Wakering	Front Bay Window Extension
BN 98/501	2, Bedloes Corner Rawreth Lane Rawreth	Cavity Wall Insulation
BN 98/502	20b, Central Avenue Rochford	Cavity Wall Insulation
BN 98/506	15, Cheapside West Rayleigh	Cavity Wall Insulation
BN 98/512	23, Station Crescent Rayleigh	Rooms in Roof & Two Storey Side Extension
BN 98/517	11, Bramerton Road Hockley	Loft Rooms
BN 98/518	8, Ducketts Mead Canewdon	Convert Existing Room into Playroom
BN 98/519	6, Shakespeare Avenue Rayleigh	Porch Extension with W C
BN 98/521	28, Kings Road Rayleigh	Cavity Wall Insulation

47

BN 98/522	75, Barrymore Walk Rayleigh	Cavity Wall Insulation
BN 98/523	1, Mount Avenue Hockley	Cavity Wall Insulation
BN 98/524	3, Mount Avenue Hockley	Cavity Wall Insulation
BN 98/527	33a, Hawkwell Road Hockley	Demolition of Existing Garage & Rebuild
BN 98/531	44, Millview Meadows Rochford	Single Storey Rear Extension
BN 98/532	St. Merryn Louise Road Rayleigh	Cavity Wall Insulation
BN 98/533	136, High Street Great Wakering	Cavity Wall Insulation
BN 98/534	34, Kingswood Crescent Rayleigh	Form Two Small Rooms in Roof
BN 98/539	115, Downhall Road Rayleigh	Cavity Wall Insulation
BN 98/540	31, Central Avenue Rochford	Cavity Wall Insulation
BN 98/541	5, Alexandra Road Ashingdon	Cavity Wall Insulation
BN 98/542	11, High Elms Road Hullbridge	Cavity Wall Insulation
BN 98/543	20, Rocheway Rochford	Remove Doorway & Small Window & Replace with Larger Window
BN 98/545	416, Ashingdon Road Rochford	Changing Part Integral Double Garage into Study and Form Covered Way to Rear & Side of House
BN 98/546	16, Dalys Road Rochford	Removing Internal Walls/Blocking in Doorways Installing New Window/Lintel

BN 98/553	284, High Street Great Wakering	Re-Roofing/Replace Slates with Tiles
BN 98/556	141, High Street Great Wakering	Proposed Alteration & Addition Infilling Front Wall to Form Bedroom
BN 98/558	17, Wallace Close Rochford	Cavity Wall Insulation
BN 98/563	2, Cedar Close Rayleigh	Cavity Wall Insulation
BN 98/568	91, Bull Lane Rayleigh	Cavity Wall Insulation
BN 98/569	9, Hambro Close Rayleigh	Cavity Wall Insulation
BN 98/570	9, Leslie Gardens Rayleigh	Cavity Wall Insulation
BN 98/572	6, Canewdon View Road Ashingdon	Attached Garage
BN 98/573	7, Doggetts Close Rochford	Extension to Lounge Area at Rear

chairman: J a Lewis date: 11-2-1999

Committee Report

10(iv)



Rochford District Council

To the meeting of

FINANCE & GENERAL PURPOSES COMMITTEE

On:

2ND FEBRUARY 1999

Report of.

HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title:

MINUTES OF COMPULSORY COMPETITIVE TENDERING PANEL

Author:

G Brazendale

Report Approved By:

J. Barnes

At a Meeting held on 14th and 15th January 1999. Present: Councillors Mrs. J Helson (Chairman), D.E. Barnes, J M Dickson, V D Hutchings and P F.A. Webster

Substitute: Councillor Mrs. M S Vince.

62 MINUTES

The Minutes of the Meetings held on 26th and 27th November, 3rd December and 11th December 1998 were approved as correct records

63. CONTRACT RENEWAL - REFUSE COLLECTION CONTRACT

NOTE: The Chairman agreed to admit this item of business as urgent.

The Panel considered the report of the Head of Housing, Health and Community Care, concerning the implications for the Council's refuse collection contract of the draft Essex and Southend Waste Local Plan. Members noted that the Council has joined the consortium of districts working together to develop objections to the plan, and each Consortium Council is being urged to develop a waste diversion strategy which will provide a credible alternative to the incinerator - focused proposals contained within the draft.

A proposal to engage the Consortium consultants, Ecologika, to assist the Council in preparing its waste diversion strategy is to be considered at Transportation and Environmental Services Committee on 28th January 1999. Until that strategy is completed, it will not be clear precisely what measures need to be adopted to achieve the high recycling rates necessary to avoid the requirement for large, centralised waste disposal facilities such as incinerators. It is apparent, however, that the specification for the refuse collection contract, as considered at the Panel's recent meetings, will not, as it stands, deliver the recycling levels required to present a practicable alternative to the draft Local Plan. The Panel therefore considered the advantages and disadvantages of three possible options

- (a) Extend the present refuse collection contract for 12 months
- (b) Amend the refuse collection specification to include high waste diversion
- (c) Invite tenders on the basis of the agreed specification.

The Head of Housing, Health and Community Care informed the Panel of his discussions with the lead consultant from Ecologika, concerning the courses of action open to the Authority. Ecologika had recommended that the best option would be to extend the current contract for 12 months to allow sufficient time to develop a viable alternative local waste management strategy, which would both build on the existing strengths of current practices and incorporate enough flexibility to respond to future policy changes.

The Corporate Director (Finance and External Services) drew Members' attention to the implications of this suggestion for the contracts for street cleansing and grounds maintenance, the Panel had previously agreed that the three contracts should be put out to tender simultaneously, which would be financially advantageous for the Council. It was therefore suggested that it would be preferable to defer the advertisement of all three contracts for twelve months, which would also strengthen the Authority's position in negotiating with Serviceteam, the current contractors, for a contract extension.

The Panel agreed that a delay in issuing the refuse collection contract would provide valuable time in which to assess the practicability and financial implications of alternative options in relation to the Budget Plan.

Members also considered that it was important to examine all the implications of the use of recycling plants thoroughly: these would include the optimum size and location of plants, their environmental impact; the amount of land they would occupy, and their effect on traffic movement in the surrounding locality. It was suggested that Ecologika may be able to deal with these points when they attend Transportation and Environmental Services Committee.

The Corporate Director (Finance and External Services) informed the Panel that it is intended to present the draft specifications for refuse collection and street cleansing to the next meeting of Transportation and Environmental Services Committee on 28th January for approval. He also requested, and obtained, the Panel's approval to commence negotiations with Serviceteam concerning the proposed twelve months' extension to all three contracts.

Following discussion, and on a motion put by Councillor D.E Barnes and seconded by Councillor P.F.A Webster, it was therefore

RECOMMENDED

That the present contracts for refuse collection, street cleansing and grounds maintenance be extended for twelve months. (HLCS)

64. CONTRACT RENEWAL - DRAFT GROUNDS MAINTENANCE SPECIFICATION

Members received the draft Grounds Maintenance Contract which had been drawn up by the Head of Leisure and Client Services.

(1) Policy Issues

By way of introduction, the Corporate Director (Finance and External Services) explained that the contract had been examined by an Officer Working Group, which had identified a number of issues surrounding additions to the contract, and several points for further discussion and policy decisions by Members. A briefing sheet listing these points (paragraphs a - c below) was circulated for the Panel's reference. Members considered that an additional two issues (d and e below) should also be investigated. These were as follows.

a) **Separating Sports Management from the Contract.**

The main issue to address is the use of sports pitches to a level commensurate with obtaining best value, whilst at the same time avoiding over-use. The availability of pitches needs to be promoted effectively.

b). **Possible Removal of the Promotion of Pavilions from the Contract.**

Again, the main objective is to ensure that the best use is made of these facilities, by promotion either by the Council or the Service Team. At present only two, at Ashington and Fairview, are used for letting to non-sports activities. Members pointed out that a critical factor affecting the demand for alternative use of pavilions is their condition, and consideration should therefore be given to identifying a budget to meet the costs of refurbishment. Before this, however, it was agreed that an audit of pavilions should be carried out to examine current levels and types of usage to enable those locations which would justify expenditure on maintenance to be highlighted. The possibility of using some pavilions as a tourist facility, for example as refreshment kiosks during the summer, could also be investigated.

c). **Storage of Equipment Currently at King George's Playing Field.**

It was reported that the transfer of this playing field to the Town Council is under way, and consideration will therefore need to be given to alternative arrangements for the storage of a large number of goal posts currently kept at the field.

d). **Devolution of Maintenance Responsibilities to the Parishes.**

The Panel agreed that the parishes' interest in taking over responsibility for playing fields should be investigated, although it was recognised that it would be more cost effective for the Council to continue to carry out grounds maintenance for the duration of the contract. It was noted that the transfer of responsibility for some fields has already been, or is to be, carried out, and the Panel requested that information be provided at a future meeting concerning those that have already transferred, and their current maintenance arrangements.

e) **Playspaces**

Members considered that an inventory of playspaces should be carried out to identify those still owned by the District Council, those held in Trust, and those currently included within the parishes' maintenance contracts. Such a review should examine the cost of maintaining individual playspaces, the extent of land occupied by, and equipment used at each, together with levels of usage, in order that an appropriate future strategy for their management can be determined. It was suggested that a map showing the status and location of the playspaces in relation to the parish boundaries would be useful.

Following a brief discussion of these policy issues, the Corporate Director (Finance and External Services) suggested that more detailed consideration could best be given by the Panel at a forthcoming meeting, when Officers could provide further information.

(ii) **Draft Specification**

The Panel began to consider in detail the draft grounds maintenance contract specification. A number of specific questions were raised and revisions to the contract were put forward, as summarised below.

a). **2.2 Materials**

Members considered that it was important to seek the views of the Soil Association concerning the pesticides to be permitted, and it was agreed that they should be provided with details of those currently used to determine their acceptability.

b). **Roundabouts/Verges**

During discussion concerning the need to maintain or improve the appearance of grassed or other herbaceous areas that are in public view, it was suggested that the possibility of approaching organisations such as garden centres to sponsor, or to carry out, the maintenance of verges or roundabouts in their vicinity should be investigated. Good quality flower beds or a high standard of grass maintenance could provide a form of advertising for the goods or services provided by such centres, whilst also improving the visual appearance of such areas beyond that normally obtained. Following a motion put by Councillor Mrs J Helson and seconded by Councillor P.F.A. Webster, a suitable recommendation was agreed.

c). **4.3 Sports Pavilions/Changing Rooms**

The Panel noted the rigorous standards for cleaning sports pavilions and changing rooms, and agreed that thorough monitoring was essential to ensure their achievement. The Corporate Director (Finance and External Services) confirmed that it would be one of the main responsibilities of the new Depot Supervisor, when appointed, to examine the entire monitoring process as soon as practicable

d). **5.7 Highway and Housing Areas**

Members discussed the damage caused to urban verges and grassed areas by parked vehicles. It is the responsibility of the County Council, as Highways Authority, both to maintain such verges and to levy fines in those instances of unauthorised parking

The possibility of the Authority introducing a bye-law as an additional deterrent to parking on verges was considered, and whilst Members foresaw potential difficulties in enforcing this legislation, it was nevertheless agreed that Officers should seek advice from Southend-on-Sea Council, which already operates a similar scheme.

e). **5.9 Rural Verges**

The Panel was informed that a new clause had been added to the draft contract obliging the contractor to provide advance warning signs and lights in compliance with Department of Transport regulations. Clearly, there would be a cost implication, and it would be the responsibility of the contractor to identify the nature and cost of the security measures necessary, taking in to account the number of cuts to be carried out per year. It was pointed out that these verges are owned by the County Council, and if their cutting could be carried out at the same time as the County Council's roads maintenance work, then the need for separate security signage would be avoided. The Panel agreed that Officers should approach the County Surveyor's Department to investigate the co-ordination of verge cutting and road maintenance

f). **7.9 Shrub Planting**

Members expressed surprise at the potential size of the shrub and tree planting programme, and requested that information be brought to a future meeting indicating whether recent years' planting targets had been met, and the cost.

g). **Rose Bed Maintenance**

The Panel was pleased to note the stringent requirements contained within the contract to ensure that a high standard of maintenance and horticultural care of rose beds and

shrubs is provided. It was, however, considered essential firstly that appropriately qualified horticultural staff are used to undertake work on rose and shrub beds, and secondly that thorough monitoring be undertaken to determine that the required standards of maintenance/care are met

RECOMMENDED

- (i) That the possibility of seeking sponsorship from local commercial organisations for the maintenance of grassed and/or planted areas on roadside verges and roundabouts be investigated (HL&CS)
- (ii) That advice be sought from Southend Council concerning the operation of a scheme to prevent unauthorised parking on roadside verges. (HL&CS)
- (iii) That discussions should be undertaken with the County Council, as Highways Authority, concerning the co-ordination of verge and road maintenance programmes (HL&CS)

The Meetings closed as follows:-

~~14th~~ 14th January: 12 15pm
15th January: 12 05pm

Pansandgroups/cctpmijnjan1415

Minutes of the Council

At an Extraordinary Meeting held on 19th January 1999. Present: Councillors G. Fox (Chairman), R. Adams, R.S. Allen, G.C. Angus, D.E. Barnes, P.A. Beckers C.I. Black, S. Cumberland, J.M. Dickson, D.F. Flack, Mrs. J.E. Ford, Mrs. J.M. Giles, Mrs. H.L.A. Glynn, Mrs. E.M. Hart, D.R. Helson, Mrs. J. Helson, V.D. Hutchings, V.H. Leach, C.R. Morgan, R.A. Pearson, T.A. Powell, Mrs. W.M. Stevenson, S.R. Tellis, Mrs. M.S. Vince, R.E. Vingoe, Mrs. M.J. Webster, P.F.A. Webster, D.A. Weir and Mrs. M.A. Weir

Apologies: Councillors B.R. Ayling, M.C. Brown, D.M. Ford, E.L. Francis, K.A. Gibbs, Mrs. J. Hall, N. Harris, Mrs. A.R. Hutchings, Mrs. S.J. Lemon and D.J. Sutton.

6 BUDGET STRATEGY 1999/2000

Council received a presentation from the Corporate Director (Finance and External Services) on the formulation of an Outline Budget Strategy. The presentation covered all revenue and capital areas, detailing the current position, proposals for 1999/2000 and an outline of 2000/01 and 2002.

Government announcements to date indicated an increase in the Council's Standard Spending Assessment (SSA) to £ 5 647M. This figure still placed Rochford in a poor position when compared with assessments for other Authorities. There was now a three year freeze on SSA, during which time the Government intended to undertake an overhaul of methodology.

The Government was not setting any advance capping limits -limits would be determined retrospectively on receipt of Budget figures. The Government had introduced Council Tax Benefit subsidy limitation. Whilst rules would not affect applicants, the Council would incur penalties if it sets Council Tax over Government targets. For Rochford this target is an increase of 4½% in Council Tax. In view of the budget situation, the recommendation of the Corporate Director was that Members should consider increasing Council Tax by up to 4½%.

With regard to recent restructuring, work could now commence to establish General Fund charges to the Housing Revenue Account. The Corporate Director indicated that, in formulating its budget strategy, the Council should be mindful of avoiding a position whereby 2000/01 balances become overdrawn.

In responding to questions, the Corporate Director confirmed/advised.-

- (i) That the budget figure for the leisure contract and related buildings was £595,000, representing just under 10% of the net budget.
- (ii) That the core budget related to existing services only.
- (iii) That, subject to the type of facilities proposed, the likely maximum period between commencing and completing a swimming pool building at the Mill Hall site would be two years. Running costs for a swimming pool could be in the order of £100,000 -£200,000 per annum.
- (iv) That estimates in respect of the Council's street cleansing, grounds maintenance and refuse collection contracts had been determined on the basis of existing contracts adjusted in line with the retail price index. Contract prices following tendering could not be estimated at this stage.
- (v) That the rates refund figure of £400,000 was realistic.
- (vi) That increases for salaries of 3% had been built into the budget figures.
- (vii) That provision for food inspection was contained in the core budget.

552

During debate Members agreed a motion moved by Councillor Mrs. J. Helson and seconded by Councillor C I Black that all proposed budget deletions and items where proposed increases are above 5% should be identified for the Spending Committees. In discussing the possibility of identifying statutory and non statutory services it was noted that such distinction could often be difficult to achieve. A Member commented on the need to identify appropriate provision in respect of recycling and other future potential commitments. With regard to the capital programme it was agreed that it would be of value for proposed items to be presented in terms of whether they are considered of essential, medium or low priority and that prioritisation should give weighting to addressing areas of deprivation within the District as identified via the recent crime and disorder audit. In this regard it would be useful for all Members to be furnished with the deprivation statistics. It is also agreed that Spending Committees should be advised of where leasing arrangements could be introduced in respect of capital items (and the implications of such leasing) and that future reports should be submitted on options with regard to the civic car and a mobile information unit (particularly in terms of opportunities for self financing). Council endorsed a motion moved by Councillor Mrs J Helson and seconded by Councillor D E Barnes with regard to the formation of a Member Budget Monitoring Group.

In thanking the Corporate Director for his presentation, Members concurred with the Chairman that it would be of value for the associated paperwork to be supplied to all Members with the forthcoming despatch

Resolved

- (1) That the content of the Corporate Director's budget presentation summary document be endorsed as a guideline for the Spending Committees
- (2) That all proposed budget deletions and items where proposed increases are above 5% be identified for the Spending Committees
- (3) That, with regard to Capital.-
 - (i) All items be presented in terms of whether they are considered of essential, medium or low priority and that such prioritisation gives weighting to addressing areas of deprivation within the District as identified via the recent crime and disorder audit.
 - (ii) The Spending Committees be advised of where leasing arrangements could be introduced (and the implications of such leasing).
- (4) That further reports be submitted on:-
 - (i) The options with regard to the civic car
 - (ii) The options with regard to a mobile information unit, particularly in terms of possibilities for self financing
- (5) That a Member Budget Monitoring Group be appointed, composition of the Group to be determined at the Council's Budget Setting Meeting (CD(F&ES))

The meeting closed at 9 56pm.

exminsjan19

chairman:  Date: 9.2.99



Rochford District Council
To the meeting of

FINANCE AND GENERAL PURPOSES

On.

2ND FEBRUARY 1999

Report of

HEAD OF ADMINISTRATIVE AND MEMBER SERVICES

Title:

MINUTES OF THE CORPORATE RESOURCES SUB-COMMITTEE

Author

G. Brazendale

Report Approved By

J. Sabach

At a Meeting held on 20th January 1999. Present: Councillors D E Barnes (Chairman), G. Fox, Mrs. J.M. Giles, Mrs. H.L A Glynn, Mrs J. Helson, V.H Leach, C.R Morgan, R E. Vingoe, and P F.A. Webster

Apologies: Councillors Mrs S J. Lemon

Substitute: Councillor D.R. Helson

197. **MINUTES**

The Minutes of the Meeting of 15th December 1998 were approved as a correct record

198. **MEMBERS' INTERESTS**

The following interests were declared in Item 6, Grants to Outside Bodies, as follows -

Councillor D E Barnes a non-pecuniary interest by virtue of his position as Chairman of Rayleigh Age Concern.

Councillor Mrs. J. M. Giles a non-pecuniary interest by virtue of her involvement with Rayleigh Age Concern

Councillor Mrs. H.L A. Glynn a non-pecuniary interest by virtue of her position as President of Hockley Endeavour Club and her association with the Royal Association for the Deaf.

Councillor D.R. Helson a non-pecuniary interest as a member of Rochford Sports Council.

Councillor C.R. Morgan a non-pecuniary interest

Councillor R E Vingoe a pecuniary interest by virtue of his spouse's position as a Trustee of Cory Environmental Trust.

The Sub-Committee considered the report of the Corporate Director (Finance & External Services) which listed grant applications from new applicants, applications from existing or previous recipients, and applications for concessionary rate hall hire

Also outlined were financial details of the grants budget for 1998/99, which totalled £26,400 and the budget for 1999/2000, which had been increased in line with the rate of inflation. It was noted that there would be an overspend in the next financial year if all the grant applications were to be approved. Members were also reminded of the criteria for considering grant applications, which remained unchanged from previous years

The Sub-Committee then considered the individual applications, together with Officers' recommendations in each case, and discussed a number of the requests in some depth. Details are given below of those instances where Members put forward motions and agreed specific recommendations; in all other instances, the recommendations contained within the report were agreed unanimously.

i) New Applications

(a) Hockley and Hawkwell Methodist Church

On a Motion put by Councillor Mrs. H.L. A. Glynn and seconded by Councillor R.E. Vingoe, it was

RECOMMENDED

That a grant of £1,395 be earmarked in the budget, but its award be deferred until it is required. (CD(F&ES))

(b) Hockley and Hawkwell United Reform Church

On a Motion put by Councillor D.E. Barnes and seconded by Councillor Mrs J. Helson, it was

RECOMMENDED

That a grant of £210 be earmarked in the budget, but its award be deferred if necessary. (CD(F&ES))

(c) Rochecare Appeal

A Motion put by Councillor Mrs. H.L.A. Glynn and seconded by Councillor Mrs. J.M. Giles not to award any grant was, following a vote, lost. A subsequent Motion put by Councillor G Fox and seconded by Councillor C.R. Morgan to award £84 was, following a vote, declared carried.

RECOMMENDED

That Rochecare Appeal's request for a grant of £84 be agreed. (CD(F&ES))

ii) Existing/Previous Grant Recipients

(a) Business Enterprise Agency

A number of Members expressed unease about acceding to this organisation's application: it was not clear whether the Agency is a registered charity, and it was considered that its aims and purpose were duplicating initiatives already being undertaken by the Authority's own Regeneration Officer, and Business Link. The Sub-Committee therefore agreed to refuse the grant application and that a report should be presented to Finance and General Purposes Committee examining ways of co-ordinating the Agency's work in assisting businesses with

measures being undertaken by the Council and other organisations. The views of the Head of Corporate Policy and Initiatives on this issue would be sought.

On a Motion put by Councillor D E Barnes and seconded by Councillor P.F A Webster, it was

RECOMMENDED

That the Business Enterprise Agency of South East Essex's application be deferred pending a report to Finance & General Purposes Committee examining ways of co-ordinating the initiatives being carried out by the Council's Regeneration Officer, Business Link and the Business Enterprise Agency across the District (CD(F&ES))

(b) Hockley and Hawkwell Old People's Welfare Committee

It was noted that the proposed use of the grant requested is to contribute towards the running costs of the Day Centre for the elderly that is run by the Welfare Committee. Following discussion, Members considered that the grant applications in respect of all Day Centres should be deferred until a further report concerning the Centres had been presented to the Sub-Committee. It was requested that the report should include details of the Centres' finances up to December 1998, although it was recognised that full audited accounts would probably be available up to the end of the last financial year only.

The Centres that had submitted applications and whose requests would therefore be deferred, were as follows:-

- Hockley and Hawkwell Old Peoples' Welfare Committee
- Hullbridge Senior Citizens' Welfare Council
- Rayleigh Age Concern
- Rochford Old People's Welfare Committee

On a motion put by Councillor Mrs. J. Helson and seconded by Councillor Mrs. H L A. Glynn, it was therefore

RECOMMENDED

That consideration of the grant applications submitted in relation to Day Centres be deferred, pending a report to this Sub-Committee concerning all Day Centres. (CD(F&ES))

(c) Mayday Mobile

Following discussion, and on a Motion put by Councillor Mrs. H L A. Glynn and seconded by Councillor V H Leach, it was

RECOMMENDED

(1) That Mayday Mobile be awarded a grant of £1,000

(2) That Mayday Mobile be included in a forthcoming review of other organisations providing concessionary transport for the elderly and disabled. (CD(F&ES))

(d) Rayleigh Antiquarian and Natural History Society

It was noted that the Society had requested £120 to contribute towards the cost of providing insurance and electricity for the Rayleigh Mill Museum, but that the application did not meet the established criteria for approval. Nevertheless, some Members considered that the request should be agreed, subject to a review of the Trusteeship of the Society and the interior of the Museum building being refurbished. However, a Motion put by Councillor G. Fox and seconded by Councillor R E. Vingoe, that the Society's request be refused was, following a vote, declared carried

RECOMMENDED

That the Rayleigh Antiquarian and Natural History Society's request for a grant be refused. (CD(F&ES))

(e) Royal Association of Voluntary Services

Members were unclear about the organisational structure of the Association and the extent to which the work carried out in Rayleigh was being replicated in Rochford. On a Motion put by Councillor Mrs H L A Glynn and seconded by Councillor V H Leach, it was

RECOMMENDED

That the grant application by the Rayleigh Association of Voluntary Services be refused (CD(F&ES))

(f) Rayleigh Talking Newspaper for the Blind

The Sub-Committee noted that the Talking Newspaper is about to move into a purpose built studio, for which a nominal rent is to be paid, and also took account of the organisation's level of balances held. On a Motion put by Councillor D.R. Helson and seconded by Councillor R.E. Vingoe, it was, following a vote,

RECOMMENDED

That Rayleigh Talking Newspaper for the Blind be awarded a grant of £106. (CD(F&ES))

(g) Relate Marriage Guidance

The Sub-Committee noted that, at present, there is uncertainty as to the future location of Relate's counselling facility. Although agreeable in principle to the award of a grant, Members considered that its award should be deferred pending a report to a future Meeting on the background and operational plans of the organisation.

On a Motion put by Councillor Mrs. H L.A.Glynn and seconded by Councillor G. Fox it was

RECOMMENDED

That a grant of £767 for Relate Marriage Guidance be earmarked in the budget, but its award held in lieu of a further report to the Sub-Committee on the organisation's future operational plans. (CD(F&ES))

(h) Rochford and District Swimming Club

During discussion of this grant application, some Members favoured approval since the organisation in question was perceived to provide a much needed youth-orientated facility in the Rochford area, whilst others considered that its activities should be largely self-funding and that a grant would not be appropriate

A Motion put by Councillor Mrs H L A Glynn and seconded by Councillor Mrs. J M. Giles to refuse the application was debated and, on a vote being taken, was declared lost. A subsequent Motion put by Councillor G. Fox and seconded by Councillor C.R Morgan to approve the application was, following a vote, declared carried

RECOMMENDED

That Rochford and District Swimming Club be awarded a grant of £424 (CD(F&ES))

iii) Concessionary Rate Hall Hire

(a) Rayleigh Operatic and Dramatic Society

The Sub-Committee examined this organisation's application for a grant to offset the cost of hiring halls for performance and rehearsals, and noted that, although falling outside the usual criteria, similar applications had been approved in previous years on the grounds that the Society is considered to be an important feature of the local community. Members suggested that it would be appropriate to award a sum of £1,804 subject to confirmation at the Sub-Committee's next meeting that the conditions under which previous consents were given are replicated in the Society's current application.

On a Motion put by Councillor Mrs. J. Helson and seconded by Councillor Mrs. J.M. Giles, it was

RECOMMENDED

That a grant of £1,804 be awarded to the Rayleigh Operatic and Dramatic Society, subject to confirmation that the criteria which had been met in previous successful applications are present in this year's application (CD(F&ES))

The remainder of the recommendations contained within the report were agreed by the Sub-Committee and it was therefore

RECOMMENDED

That the applications outlined in Appendices 1, 2 and 3 be determined as outlined in the report, except in those instances listed above (CD(F&ES))

During the course of examining the grant applications, a number of Members considered that the criteria upon which they are evaluated should be re-considered to ensure consistency of treatment. On a Motion put by Councillor D. E. Barnes and seconded by Councillor R.E. Vingoe, it was therefore

RECOMMENDED

That the criteria for assessing applications for grants from outside bodies should be re-considered at the Sub-Committee's next meeting. (CD)(F&ES))

200. **GRANTS TO CITIZENS ADVICE BUREAUX**

The Sub-Committee considered the report of the Corporate Director (Finance and External Services) concerning proposed funding arrangements for the Rochford and Rayleigh Citizens Advice Bureaux (CABs) for the next financial year.

Members were reminded that at the meeting of the Performance Review Panel on 6th March 1996, a policy was agreed that, with effect from 1997/98, funding to CABs should be set at the level of the basic grant for 1996/97, plus inflation and an amount equal to that previously paid to the Bureaux under their funding agreements with NACAB, which have now expired.

Using these criteria, the proposed grants for the Rayleigh and Rochford Bureaux would be £28,016 and £26,780 respectively. However, at the meeting of this Sub-Committee on 12th November 1998, it was agreed that an additional grant of £2,000 be made to Rayleigh CAB for the financial year 1998/99 and repaid from grants for financial years 1999/2000 and 2000/2001. The amount proposed to be paid to the Rayleigh Bureau will, therefore, be £27,016. The Rayleigh Bureau has also requested that the Home Visiting Programme introduced in 1998/99 be continued. The cost of this programme (£4,000) would be additional to the grant and would be regarded as part of the normal estimate provision.

The Rochford Bureau is proposing to expand its outreach services to cover Canewdon, Paglesham and Fambridge at a cost of £1,500 and has requested that the Council increases the

annual grant to £27,500 to partially fund the new service. The costs will be included in the Council's budget for 1999/2000. Members examined details of the applications submitted, and agreed that a grant of £27,016 be awarded to the Rayleigh Bureau and £26,780 to the Rochford Bureau together with the additional sum of £1,500 requested to extend the Rochford Outreach Service subject to concluding suitable Service Level Agreements (SLA)

The Head of Financial Services indicated that he had received the draft SLA from Rayleigh recently and would be meeting shortly with the Chairman to conclude terms. The SLA with Rochford has already been completed.

The Sub-Committee also discussed the possibility in future of allocating a bloc sum to the National Association of Citizens Advice Bureaux (NACAB) for subsequent allocation to the two Bureaux as considered appropriate and a report to a future meeting of this Sub-Committee on the desirability and practicability of this suggestion was requested.

A recommendation put by Councillor P.F.A. Webster and seconded by Councillor R.E. Vingoe to this effect was agreed.

RECOMMENDED

- (1) That a grant be made to Rochford CAB in the sum of £26,780.
- (2) That a grant be made to Rayleigh CAB in the sum of £28,016 less £1,000 in part repayment of the additional grant for 1998/99, subject to the agreement of the SLA.
- (3) That the home visiting service be considered as part of the bid for the draft budget for 1999/2000.
- (4) That an additional sum of £1,500 be considered as part of the bid for the draft budget for 1999/2000.
- (5) That a report be presented to a future meeting of the Sub-Committee examining the option of allocating a bloc sum to NACAB, for subsequent distribution to the Rochford and Rayleigh Bureaux. (CD(F&ES))

201. ESSEX ECONOMIC PARTNERSHIP-BOARD DEPUTY

The Sub-Committee considered the report of the Head of Corporate Policy and Initiatives covering the need to appoint a Deputy to the Board of the Essex Economic Partnership to represent South East Essex in the absence of Councillor Jennifer Howlett (Castle Point Council), the nominated representative. Currently, there are no deputizing arrangements in place should the nominated representative be unable to attend a Board meeting, and it has been suggested that a representative from Rochford Council be nominated as a deputy to Councillor Howlett. The Sub-Committee agreed that it would be appropriate for one of the five nominated Rochford Council Members that attend the Essex Economic Partnership Pre-Agenda Meetings to act as the Council's Deputy in order to provide continuity.

On a Motion put by Councillor G. Fox and seconded by Councillor R.E. Vingoe, it was

RECOMMENDED

That Councillor C.R. Morgan be nominated as a Deputy to Councillor Howlett of Castle Point Council to maintain consistent representation from South East Essex on the Essex Economic Partnership Board. (TP(HCP1))

202. EXCLUSION OF THE PUBLIC

Resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following items of business on the grounds that they involve

203. STAFFING MATTERS. REQUEST FOR FULL PAY

The Sub-Committee considered the confidential report of the Chief Executive concerning a request from a member of staff for full pay to cover a two week period in November, during which time that staff member received half pay under the sickness payment scheme. Whilst appreciating the importance of not establishing a precedent, Members were unanimous in agreeing that, given the circumstances of this particular case, the request should be met.

RECOMMENDED

That the request from a member of staff to receive full pay for a period of two weeks' sickness absence be approved (CE)

204. DOMESTIC VIOLENCE PROJECT CO-ORDINATOR - FUTURE PLANS

The Sub-Committee considered the confidential report of the Chief Executive which gave, as requested at Finance & General Purposes Committee on 1st December, further information, as part of the budget process, on the costs, timescales and the future for the Domestic Violence Project Co-ordinator Post. At that Meeting, it was agreed that the post be funded to 31st March 1999 on its present basis and that funds be built into the 1999/2000 budget for continuation, subject to further information being provided, together with clarification of the post's status as full or part-time and the proposed hours to be worked.

The nature and scope of the work is such that there is sufficient for the post to be considered for a further 2 years' funding rather than on a yearly basis. Certainly, if many of the projects currently being undertaken are to be brought to a satisfactory conclusion and the education programme achieve a period of stability, the post's extension beyond the end of March would be preferable. It is also clear that twelve hours per week are insufficient for the work undertaken to date and it is possible that from the end of March 1999, a minimum of twenty hours per week could be set aside for the Domestic Violence Project Co-ordinator to tackle the work programme envisaged.

The Sub-Committee considered the financial implications of the extension in timescale and hours of the contract and, given the emphasis being placed on the importance of domestic violence issues by Central Government and the valuable work already undertaken by the Co-ordinator, Members were agreeable to submitting a bid for the funding of the post until the end of March 2001, for 20 hours per week, at which time the situation will be reviewed. During this time, other sources of funding will be actively sought. On a Motion put by Councillor D.E. Barnes and seconded by Councillor R.E. Vingoe, it was

RECOMMENDED

That agreement in principle be given to the submission of a bid for funding the post of Domestic Violence Co-ordinator, working for 20 hours per week, for a period of 2 years from 1 April 1999.(CE)

205. STAFF LEAVE ARRANGEMENTS FOR CHRISTMAS 1999/NEW YEAR 2000

The Chairman raised an item of pertinent business concerning the implications of the Millennium for the operation of the Council's services and the associated issue of staff leave arrangements. The Head of Financial Services advised that the Corporate Management Board and Operational Management Team had already begun to consider the practical/operational issues necessary to ensure the provision of the Council's services that will continue to be needed over the Christmas period, including staff cover, but that some leave may already have been approved. A full report giving details of these arrangements will be presented to Members in the near future.

Considering leave, the Chairman expressed his concern that no report had yet been produced seeking Members' views on appropriate strategies to ensure adequate staff cover. Members concurred that it would be advisable to put a moratorium on granting any further leave applications until suitable arrangements for staff cover have been agreed.

On a Motion put by Councillor D E Barnes and seconded by Councillor P.F.A Webster, it was

RECOMMENDED

(1) That a report outlining the operational implications of the Millennium including arrangements to ensure adequate staff cover, and a schedule of leave already granted for that period, be presented to Members as a matter of urgency

(2) That there be a moratorium on leave for December 1999 and January 2000 until this report, and its suggested measures, have been agreed

Pursuant to Standing Order 24(4) Councillor C.R. Morgan requested that his abstention be recorded.

The Meeting closed at 10.30pm.

feb2h.rpt



Rochford District Council
To the meeting of.

FINANCE AND GENERAL PURPOSES

On: 2ND FEBRUARY 1999

Report of. HEAD OF ADMINISTRATIVE AND MEMBER SERVICES

Title. MINUTES OF COMPULSORY COMPETITIVE TENDERING PANEL

Author. G. Brazendale

Report Approved By:

At a Meeting held on 21st January 1999. Present: Councillors Mrs. J. Helson (Chairman), J.M. Dickson, V D. Hutchings and P.F.A. Webster.

Apologies: Councillor D.E. Barnes

Substitute: Councillor Mrs. M S Vince

65. CONTRACT RENEWAL - DRAFT GROUNDS MAINTENANCE SPECIFICATION

The Panel continued to consider the draft grounds maintenance contract, which had been prepared by the Head of Leisure and Client Services. The following issues arose during discussion.

(i) Maintenance of Football Pitches

The Panel requested clarification of the arrangements for cancelling football games if ground conditions are unacceptable. At present, the contract teams examine pitches on Thursdays prior to Saturday matches to determine playability, but in practice it is often the referee who makes the final decision on the day of the game. Members considered that these, and other, arrangements to preserve the condition of pitches should be reviewed by Officers, and a further report be presented to a future Panel meeting.

(ii) Demand for Football Pitches

In response to Member questions concerning the adequacy of the current level of provision of football pitches, the Head of Leisure and Client Services confirmed that a survey has revealed a shortage, caused in part by the management of current facilities which is characterised by heavy weekend usage. To address the currently uneven level of demand, it was suggested that charges could be reduced on weekdays to encourage use outside of weekends, or the fixture list could be reduced. Alternatively, there are "open spaces" such as Swayne Park that could be adapted for use for football.

The Panel agreed that it is essential to develop a strategy for open spaces and pitch provision, for which it will be necessary to identify the extent and location of formal/informal pitches and passive/active leisure areas, and to determine why some pitches are under used. This review is likely to affect the schedule of pitches which appears as an appendix to the contract specification.

The Head of Leisure and Client Services indicated that the results of this review are likely to be available in March/April

(iii) Water Safety

The Panel discussed the need to ensure the safety and security of sites that contain water features, and were mindful of the possible legal implications for the Authority where trespassers injure themselves on Council owned land. It was suggested that appropriate signage could be used to inform the public why access to certain sites is being prevented at particular times - for example during periods of cold weather when thin ice is present - to deter unauthorised access. It was noted that the contract contains some arrangements for instances where people are refusing to move from the ice, and Members requested that Officers investigate the existing powers that are available to remove individuals from dangerous areas in open spaces, and how such measures can be enforced in practice.

(iv) Churchyards

It was suggested that responsibility for maintaining the three closed cemeteries listed in the contract should be checked, it was not clear why these particular churchyards should be maintained by the Authority.

(v) Appendix III - High Amenity Areas

The Panel agreed that all these sites should be maintained to a consistent standard, and that a review of man hours spent at each may be necessary to identify any inconsistencies of treatment.

(vi) Review of Playspaces

At its last meeting, the Panel had agreed that an inventory of playspaces should be carried out (Minute 64(i)(e)), and it was suggested that it would be beneficial for Members to visit some of the sites in question.

(vii) Hambro Hill Open Space

It was pointed out that this site, which is designated as public open space, is not currently included within the draft contract. It was reported that a site visit, to consider options for use of the facility and for improving access, is to take place, the outcome of which is to be reported back to Members. Whatever the future plans are for this open space, however, it is clear that some degree of grounds maintenance will be required.

(viii) Extension of Contract

At its last meeting, the Panel had recommended that the present contracts for refuse collection, street cleansing and grounds maintenance be extended for 12 months (Minute 63). The Head of Leisure and Client Services reported that preliminary discussions had been undertaken with the present contractor, Serviceteam, who had indicated their agreement in principle to the proposed extension.

(ix) Examination of Contracts by Specialist Advisers

The Head of Leisure and Client Services confirmed that it is proposed to employ a specialist in contract law to examine all the Council's new contracts before they are finalised for tender, to prevent subsequent costly variations. The necessary financial provision has been included in next year's estimates.

Since it had been possible to conclude consideration of the draft contract at this Meeting, it was agreed that the meeting of the Panel scheduled for 22nd January should be cancelled.

The Meeting closed at 12 15pm.

ROCHFORD DISTRICT COUNCIL

Minutes of the Community Services Committee

At a Meeting held on 21st January 1999. Present Councillors Mrs. S.J. Lemon (Chairman), R.S. Allen, P.A. Beckers, D.F. Flack, E.L. Francis, K.A. Gibbs, Mrs. J. Hall, N. Harris, D.R. Helson, Mrs. J. Helson, R.A. Pearson, Mrs. W.M. Stevenson, Mrs. M.S. Vince, Mrs. M.J. Webster and Mrs. M.A. Weir

Apologies: Councillors D.M. Ford, A. Hosking, Mrs. A.R. Hutchings and D.J. Sutton

Substitutes: Councillors Mrs. J.M. Giles, J.M. Dickson, Mrs. J.E. Ford and R.E. Vingoe

Visiting: Councillors C.I. Black and P.F.A. Webster.

Co-opted Members: Mr. R. Rowson representing Rayleigh Association of Voluntary Services. Mr. S. Ray representing Rayleigh and Rawreth Tenants' Association.

7 MINUTES

The Minutes of the Meeting of 17th November 1998 were approved as a correct record and signed by the Chairman.

8 MEMBERS' INTERESTS

Councillor P.A. Beckers declared an interest in the item "Draft Health Improvement Programme" (Minute 11) by virtue of being this Authority's representative on the Community Health Council.

Councillor D.F. Flack declared an interest in the item "Draft Health Improvement Programme" (Minute 11) by virtue of being a Non Executive Director of the Southend NHS Community Care Trust

Councillor R.S. Allen declared a pecuniary interest in the item "Options for Refurbishment and Cleansing of Public Conveniences" (Minute 18) specifically in relation to Great Wakering Public Conveniences and left the Meeting whilst the matter was discussed

Councillor C.I. Black declared an interest in the item "Analysis of Tenders Received for Fully Comprehensive Maintenance Agreement for Lifts" (Minute 24) by virtue of living in a block of Council owned flats that had a lift.

9. URGENCY SUB-COMMITTEE - FUTURE MANAGEMENT OF CARE HOMES FOR OLDER PEOPLE IN ESSEX

In noting the action taken by the Urgency Sub-Committee on 23rd November 1998 in respect of the above, the Committee were pleased to note that at a special meeting of Essex County Council on 18th December 1998 the decision in respect of the sale of homes and the decision on integrated charging were reversed

10 URGENCY SUB-COMMITTEE - HOUSING CORPORATION APPROVED DEVELOPMENT PROGRAMME

The Committee noted the report of the Head of Housing, Health & Community Care which detailed action taken at an Urgency Sub-Committee on 11th December 1998 in respect of funding bids which had been received by the Housing Corporation in relation to:-

- (a) Springboard Housing Association - Confirmation of a pre-allocation of £443,000 for completion of Phase II of St Luke's Place frail elderly scheme on the Rochford Hospital Site.
- (b) Estuary Housing Association, St Mark's Field, Rochford - Bid for £401,712 for the development of 12 x 3 bed houses for rent on St Mark's Field, Rochford
- (c) Estuary Housing Association, Rayleigh - Bid for £578,102 for 15 houses in Rayleigh to be purchased on the open market, repaired and then rented.
- (d) Estuary Housing Association - HOMEBUY - Bid for 5 properties at an average loan of £18,300, (total bid £91,620)

It was further noted that the bids were to be supported although the Estuary Housing bid for 15 houses in Rayleigh was to be given a lower priority than that for St Mark's Field and should be subject to consultation by Estuary with Rochford District Council Officers on the location of the proposed purchases

11. DRAFT HEALTH IMPROVEMENT PROGRAMME

The Committee considered the report of the Head of Housing, Health & Community Care on The Draft Health Improvement Programme. Members noted that Health Improvement Programmes (HImPs) were introduced by Government as the local strategy for improving health and health care and that they were the vehicle the Government had designated for delivering the national targets in each Health Authority area. In addition the HImP set out a range of locally determined priorities and targets to address issues and problems which were judged important, with particular emphasis on addressing areas of major health inequality in local communities. They covered a 3 year period and would be updated progressively with part being reviewed each year. The Committee further noted the Health Improvement Programme development process and the next steps involved in the preparation of the final version of the HImP. The Committee welcomed Mr Patrick Newman, Director of Information Management and Technology for South East Essex Health Authority who had been invited to attend the Meeting to answer Members questions on the subject. Members questions were answered specifically in relation to the following:-

- . The higher than average patient to doctor ratio that existed within the Rochford District and the implications this had on waiting lists in some areas.

The proposed incinerator in West Rayleigh and the health implications arising from the same.

- . The lack of identified environmental targets for Rochford within the draft document
- . The use of the Jarman Index and other methods to determine areas of deprivation etc
- . NHS dentistry.
- . Rochford Roche Ward.
- . The executive status of the Primary Care Group with a devolved budget to commission and improve services.
- . The pump priming of new surgeries.
- . Well persons clinics and annual Health "MOTs".

Members thanked Mr. Newman for his attendance at the Meeting. It was moved by Councillor Mrs. J. Helson and seconded by Councillor R.E Vingoe that the Primary Care Group should consider Rochford Roche Ward and access to doctors surgeries within the Rochford District as high priorities and it was

Resolved

That Members endorsed the Draft Health Improvement Programme including the Locality Action Programme, and that the Primary Care Group should be advised that this Authority considers that Rochford Roche Ward and access to doctors should be considered as the two priority areas of concern within the District. (HHHCC)

12. MEMBERS NOTICE OF MOTION - PETS IN SHELTERED ACCOMMODATION

The Committee considered the report of the Head of Housing, Health & Community Care regarding the following Notice of Motion from Councillors Mrs M.J. Webster and Mrs M.S. Vince, which had been referred to this Committee by Council on 8th December 1998.-

"Pets are allowed in sheltered schemes providing you are able to care for them"

In noting the details of the report, Members considered the idea was to be supported although the exact details of type of pet and details of any contract would need to be investigated further as part of the consultation exercise with tenants. An amendment to the Motion moved by Councillor D.F. Flack and seconded by Councillor Mrs J. Helson that "pets are allowed in sheltered schemes providing you are able to care for them, and that they do not interfere with the rights of others to enjoy their homes" was won on a show of hands.

Members further considered that the consultation should proceed and that a Working Party of seven Members should be formed to consider the issues further. The Working Party to consist of:-

Councillors P.A. Beckers, E.L. Francis and Mrs J.M. Giles -representing the Liberal Democrat Party

Councillors Mrs. W.M. Stevenson and Mrs M.S. Vince -representing the Labour Party.

Councillor Mrs. M.J. Webster - representing the Conservative Party.

Councillor Mrs. A.R. Hutchings - representing the Hockley Residents' Association.

Resolved

(1) That the Notice of Motion as amended above be agreed in principle

(2) That a Working Party be formed, to consider the matter of pets in sheltered schemes, with the membership to be as outlined above.

(3) That officers proceed with the consultation on the Notice of Motion, following its consideration by the Working Party. (HRHM)(HHHCC)

13. INSTALLATION OF DOOR ENTRY SYSTEM - SHOEBOURNE ROAD AND ST JOHN'S ROAD FLATS, GREAT WAKERING

The Committee considered the report of the Corporate Director (Finance and External Services) following a request from the tenants in the two blocks of flats in Shoeboorne Road and St John's Road, Great Waking for a door entry system to be installed on both the front and back doors of the block. In noting the added security the system would provide, Members endorsed its installation and it was

Resolved

That authorisation be given for the installation of a door entry system at 6-16 Shoeboorne Road and 3-15 St John's Road, Great Waking at a cost of £2,428. The installation to be financed from the Housing Revenue Account provision for estate management during 1999/2000 (CD(F&ES))

14. BUDGET 1999/2000

Members considered the report of the Corporate Director (Finance and External Services) which sought Members approval for:-

- (i) The revised estimates for 1998/99
- (ii) The estimates for 1999/2000
- (iii) The schedule of charges for 1999/2000
- (iv) Items relating to the Community Services Committee

Members had before them additional information prepared by the Head of Financial Services which included details of the 1998/99 estimates and 1999/2000 estimates and the percentage increase for each item in relation to the Housing Revenue Account and items relating to this committee.

Members concurred with the view of the Liberal Democrat Party that decisions on priorities should all be made when the matters were referred from Finance & General Purposes to Council for resolution. On a Motion put by Councillor Mrs. J. Helson and seconded by Councillor D.R. Helson it was

RECOMMENDED

- (1) That the revised estimates for 1998/99 be agreed.
- (2) That the virement request in respect of 1998/99 be agreed and those in excess of £10,000 be submitted to Finance & General Purposes Committee.
- (3) That the schedule of charges for 1999/2000 be agreed.
- (4) That the salaries and those 1999/2000 estimates showing an increase up to 3% over 1998/1999 be agreed, with all other matters referred to Council. (CD(F&ES))

15. MEAT HYGIENE SERVICE

The Committee was advised by the Head of Housing, Health and Community Care of a letter which had been received from the Meat Hygiene Service concerning possible industrial action which was going to ballot, and their request to help in ensuring that meat which had not been inspected did not reach supermarkets and other outlets. Members concurred with the Officer's view that, given its statutory duties, Rochford simply did not have sufficient staff resources to offer assistance and that the Meat Hygiene Service should be advised accordingly.

Resolved that the Meat Hygiene Service be informed that this Authority would be unable to assist in the event of strike action being taken. (HHHCC)

16. HOUSING REVENUE ACCOUNT 1999/2000

The Committee considered the report of the Corporate Director (Finance and External Services) which sought Members approval for the rents and estimates in respect of the Housing Revenue account and rents and charges for the next financial year.

In noting the effect of the proposals on the Housing Revenue account, Members were mindful of the need for a comprehensive review of policy options prior to 2001/2002. A Member also raised the point that the issue of shared bathrooms should be looked into as a top priority.

RECOMMENDED

- (1) That rents be increased by an average of 89p per week for 1999/2000
- (2) That service charges be increased by a total of £1 00 per week.
- (3) That garage rents be increased by 30p to £5.50 per week.

SJZ

(4) That the rents for Dutch Cottage be increased by 89p. per week.

(5) That there be no increase for Finchfield.

(6) That a timetable be presented to the first Community Services Committee after the recess in 1999 setting out the key stages for a comprehensive review. (CD(F&ES))

17. **PLAYSPACE ROLLING PROGRAMME**

The Committee considered the report of the Head of Leisure and Client Services which provided Members with a prioritised list of playspaces within the District which were to be considered as part of the rolling programme for gradual upgrading and modernisation. Members noted the assessment criteria involved in producing the prioritised list and the suggested way forward. It was further advised that the CCT Panel had been discussing the matter of playspaces within the Grounds Maintenance Contract and on a motion put by Councillor Mrs. J. Helson and seconded by Councillor Mrs. M.S. Vince, it was

RECOMMENDED

(1) That the playspace rolling programme sites for 1998/1999 be approved as Pooles Lane, Doggetts and Hartford Close, although the letting of the contract should be deferred.

(2) That the sites identified in priorities 1-6 are further investigated and be subject of a further report to the CCT Panel on the way forward. (HLCS)

18. **OPTIONS FOR REFURBISHMENT AND CLEANSING OF PUBLIC CONVENIENCES**

The Committee considered the report of the Head of Leisure and Client Services which detailed the issues surrounding the cleaning and maintenance of public conveniences and development of a rolling programme of refurbishment, including recommendations and costings for consideration by Members. It also provided a series of options for an improvement programme for public conveniences in 1998/99 utilising the sum of £150,000 allocated to the capital programme as agreed by the Finance & General Purposes Committee on the 13th October 1998.

In considering the proposals and the suggested way forward, some Members expressed concern at the total cost to improve one toilet block considering there to be higher priorities for the Authority's funds. The issue of superloos was also raised during discussion. A motion put by Councillor Mrs. J. Helson and seconded by Councillor D.R. Helson and amended by Councillor J.M. Dickson was won on a show of hands and it was

RECOMMENDED

(1) That the carrying out of extensive refurbishment of Crown Hill public conveniences for an estimated cost of up to £100,000 be agreed.

(2) That Back Lane public conveniences be refurbished at an estimated cost of up to £100,000 and that any shortfall be met from the capital programme

(3) That exemption to contract standing order 32(a) to permit the appointment of a specialist contractor be agreed

(4) That the changes to the cleansing specification be endorsed and that the Finance & General Purposes Committee be requested to agree the provision of £27,500 proposed within the budget submissions for 1999/2000.

(5) That a rolling programme for the refurbishment of the other public conveniences in the District be budgeted for in the capital programme for future years. (HLCS)

7155

EXCLUSION OF THE PUBLIC

Resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following items of business on the grounds that they involve the likely disclosure of Exempt Information as defined in Paragraphs 14, 7 and 9 respectively of Part 1 of Schedule 12A of the Act.

DOMED CARAVAN PARK (Minute 394/98)

The Committee considered the confidential report of the Head of Housing, Health & Community Care, regarding a letter which had been received from the site licence holders of the above caravan site, following the decision of the Community Services Committee on the 17th September 1998 where it was resolved that legal proceedings would be instituted against the site licence holders of the Dome Caravan Park for breaches of licence requirements in respect of porches, additions, liquefied petroleum gas (LPG) cylinders and distance breaches including a new distance breach which was created during the year. In noting the details of the letter and a further letter which was added to the report, Members considered that proceedings should be deferred but that authority should be delegated to the Head of Housing, Health & Community Care and the Head of Legal Services to prosecute should satisfactory progress not be made on all the issues.

Resolved

(1) That having regard to the response submitted by the site licence holders of the Dome Caravan Park, the decision to institute proceedings in respect of the breaches of separation distance requirement be deferred, and that authority be delegated to the Head of Housing, Health and Community Care and the Head of Legal Services to institute proceedings against the site licence holders for the Dome Caravan Park, should satisfactory progress not be made to ensure compliance within 3 years.

(2) That, in noting the further distance breach had been remedied, the decision to institute proceedings against the site licence holders for the Dome Caravan Park be rescinded

(3) That having regard to the progress made in complying with the licence requirements for LPG cylinders the decision to institute proceedings against the site licence holders for the Dome Caravan Park be deferred, and that authority be delegated to the Head of Housing, Health and Community Care and the Head of Legal Services to institute proceedings against the site licence holders for the Dome Caravan Park, should satisfactory progress not be made to ensure compliance.

(4) That the site licence holders' request for deferment of action in respect of the smaller distance breaches, until the occupants of the caravans concerned changed, be refused. (HHHCC, HLS)

CARAVAN SITE LICENCE CONDITIONS (Minute 15/97 and 16/98)

The Committee considered the confidential report of the Head of Housing, Health & Community Care on non-compliant porches and other additions on residential caravan sites and requests from occupants for further deferment of the requirement to carry out works on the grounds of extreme hardship

Resolved

(1) That the applications for deferment be granted with the works for the first property being deferred for 2 years and the works for the second property being deferred for 1 year

(2) That the site licence holders be notified accordingly.

(3) That where the occupancy changes on a caravan where works had previously been deferred on the grounds of hardship, the new occupants be allowed 6 months to resolve the outstanding distance breaches. (246)(HHHCC)

571

22. **CONTRACT STANDING ORDERS**

The Committee received the confidential report of the Head of Leisure and Client Services which advised Members of orders places by the Housing (Operations) Division for the period 1st June to 30th November 1998

23. **ANALYSIS OF TENDERS RECEIVED FOR SERVICING GAS CENTRAL HEATING SYSTEMS**

Members considered the confidential report of the Head of Leisure and Client Services regarding three tenders had been received in respect of the above contract

Resolved

That the tender from R G Frances be accepted in the sum of £43,067 per year for two years and for the third and fourth year to be adjusted to the average increase in the building maintenance cost indices as published by the Royal Institute of Chartered Surveyors (HLCS)

24. **ANALYSIS OF TENDERS RECEIVED FOR FULLY COMPREHENSIVE MAINTENANCE AGREEMENT FOR LIFTS**

Members considered the confidential report of the Head of Leisure and Client Services regarding five tenders which had been received for the above contract.

Resolved

That the lowest tender from Kone Lifts be accepted in the sum of £23,028 fixed priced for the first two years plus £2,591 for works in the first year and for the third and fourth years to be adjusted to the average change in the building maintenance institute costing indices as published by the Royal Institute of Chartered Surveyors. (HLCS)

The meeting closed at 10 40 p.m.

Chairman: S. J. Lemon date: 2-3-99.



Rochford District Council
To the meeting of.

FINANCE & GENERAL PURPOSES

On: 2ND FEBRUARY 1999

Report of: HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title: MINUTES OF THE PARTNERSHIP SUB-COMMITTEE
(ESSEX LINKS)

Author. J Bostock

Report Approved By:

At a Meeting Held on 26th January 1999. Present: Councillors

P A Beckers (Chairman), R.S. Allen, Mrs J. Hall, D R. Helson, T.A Powell and Mrs. M.S. Vince.

Representing Essex County Council: Councillors K. Bobbin, R.H. Boyd, Mrs T.M Chapman and G. Fox.

Representing Town and Parish Councils: Councillors Mrs. L. Vingoe, R.E. Vingoe and Mrs M. Guyett (Hockley Parish Council), Mrs M Beckers (Rawreth Parish Council), M. Ewers (Rochford Parish Council) and Mrs J.V. Rigby (Clerk - Stambridge Parish Council)

It was noted that some Members in attendance served at more than one tier.

66. MINUTES

The Minutes of the Meeting of 22nd September 1998 were agreed as a correct record.

It was noted that the District Council's Emergency Planning Officer would be submitting a questionnaire to all Parish Councils in the near future with regard to the Emergency Planning role.

67. LIBRARY SERVICES

(1) Services in the Rochford District 1998

The Sub-Committee received a report and presentation from Michael Danes, Assistant District Manager, on library services in the Rochford District.

During the presentation, Mr Danes outlined his role within Libraries, Information, Heritage and Cultural Services and indicated that, if required, future reports could be submitted on activity with regard to Heritage and Culture aspects of the service.

Responding to Member questions, Mr Danes confirmed/advised that:-

(1) a potential building had been identified for the next library premises in Rochford and he would keep Members informed in this regard

(ii) he would investigate a suggestion that the Bungalow site, Rochford may be a possible location for library premises.

(iii) a variety of resource and operational difficulties could be associated with locating a library in more than one building

(iv) expenditure on books constituted over 90% of expenditure on materials and sale items within libraries should complement other services.

(v) from the customer perspective, book loan arrangements/the ELAN system had not been impacted by Local Government Re-organisation.

(vi) he could investigate any concerns of individual Members regarding the loan service.

(vii) book stocks are moved between libraries on a gradual basis to maintain variety.

In thanking Mr Danes for his presentation, the Chairman wished to comment on the effectiveness of the County Council's Mobile Library Service

(2) SEAMLESS Access to Information

The Sub-Committee received a report and presentation from Jo Morris, the County Council's Research Assistant, on SEAMLESS Access to Information, a two year project funded by the British Library and aimed at developing a new model for citizens information.

During her presentation, Ms Morris detailed the factors leading to the formation of SEAMLESS and current activity. The Library Service was currently working with 29 organisations in mid and North Essex on developing proposals (The British Library had originally anticipated that up to 12 organisations would be involved) and the project had provoked interest in Europe. Another research project undertaken by the British Library had reached conclusions about the value of SEAMLESS.

In responding to Member questions, Ms Morris confirmed/advised that-

(1) Seamless would be piloted in libraries and partner organisations and the possibility of introducing kiosks at locations such as Post Offices was under review.

(2) the initial project launch is likely to be during late Summer

(3) the British Library considered that the project would be of application in other parts of the country

(4) the project would include linkage with various web sites and, unlike other search facilities found on the Internet, SEAMLESS was both precise and tailored to the County.

(5) Many of the information requirements could be generated automatically and organisations involved had identified the long term value of the project and its facility for allowing them to concentrate on core activity.

68. DEVOLVEMENT OF FUNCTIONS AND SERVICES

The Sub-Committee considered the report of the Chief Executive on the current position with regard to devolvement of functions and services.

During discussion, reference was made to previous Sub-Committee debate with regard to effective working between the tiers and the devolvement of services. Comment was made at the potential value of revisiting this aspect of partnership. It was noted that a comprehensive report on the street lighting service and its relationship with the Parishes had been submitted to the District Council's Transportation & Environmental Services Committee approximately two years

ago It was also noted that effective inter-Authority working was a feature of the recently formed Local Transportation Forum (to which Local Ward Members were invited as appropriate).

The Sub-Committee recognised that, irrespective of tier, Members endeavoured to assist colleagues in their work and that the principle of devolvement was accepted by the County. It was recognised that a key to successful partnership working was regular communication and an empathetic approach. Specific reference was made to the concerns of some Parishes at short consultation periods sometimes given by the County and to the need to ensure that Parishes are able to approach devolvement with full regard to their individual circumstances/resources

Members concurred with the suggestion of the Chief Executive that it would be of value to receive a comprehensive update report on the current position with regard to street lighting, highway verges and hedgerows and footpaths, the report to include possibilities with regard to devolution.

RECOMMENDED

That a comprehensive report be submitted to the next Meeting of the Sub-Committee on the current position with regard to street lighting, highway verges and hedgerows and footpaths, the report to include possibilities with regard to devolution (CE)

69.

NEXT MEETING

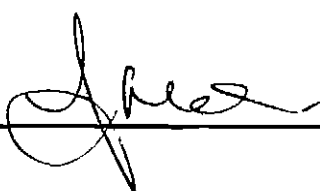
The next Links Meeting had been scheduled for 25th March 1999.

In addition to the report under Minute 68 above, the Sub-Committee agreed that it would be appropriate to receive a report on the rationale behind County Council policy in respect of the working of the Assisted Purchase Scheme.

The Chief Executive confirmed that a report on the District Council's proposed Internet web site, previously circulated to District Members, would be circulated to Sub-Committee Members with the Minutes of this meeting.

The Meeting closed at 9.19pm

feb21.rpt

Chairman:  date: 13/4/99

ROCHFORD DISTRICT COUNCIL

Minutes of the Transportation & Environmental Services Committee

At a Meeting held on 28th January 1999. Present: Councillors V H Leach (Chairman), R.S. Allen, G.C. Angus, C.I. Black, M.C. Brown, D M Ford, Mrs. J.E Ford, Mrs. J M. Giles, Mrs H L A Glynn, A. Hosking, V D Hutchings, R.A Pearson, T.A. Powell, S.R. Tellis, Mrs. M.S. Vince and Mrs. M J. Webster.

Apologies: Councillors D E. Barnes, K.A. Gibbs and D.A. Weir.

Substitutes: Councillors Mrs. J. Helson, P.F.A. Webster and Mrs. M.A. Weir.

Visiting Councillor R.E. Vingoe.

25. MINUTES

The Minutes of the Meeting of 19th November 1998 and the Special Meetings of 2nd December 1998 and 14th December 1998 were approved as a correct record and signed by the Chairman.

26. MEMBERS' INTERESTS

Councillor T.A Powell declared a non-pecuniary interest in the item 'Canewdon Traffic Study including Stambridge and Paglesham' by virtue of his son being included in accident statistics

Councillor A. Hosking declared a non-pecuniary interest in the item 'Canewdon Traffic Study including Stambridge and Paglesham' by virtue of living on Paglesham Road.

27. REPORTS OF THE URGENCY SUB-COMMITTEE

Diversion of Footpath at Victoria Avenue, Rayleigh

The Committee received detail of action taken by the Urgency Sub-Committee in respect of the diversion of the footpath at Victoria Avenue, Rayleigh. Formal confirmation of the Diversion Order was determined in order to allow remaining development to be completed without delay.

Essex and Southend Waste Local Plan - Submission of Representations

The Committee received detail of action taken by the Urgency Sub-Committee in respect of the submission of representations on the Essex and Southend Waste Local Plan, the deadline for which was 15th January 1999.

28. SUB-COMMITTEE MINUTES

The Committee considered the appended Sub-Committee Minutes and the recommendations contained therein.

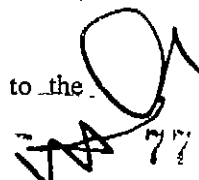
(i) Stambridge Sewage Treatment Works Working Party -23rd November 1998

Minute 10 - Sludge Treatment Process - Update

Resolved

(1) That the sending of a letter to Anglian Water representing the Working Party's concerns as expressed at the meeting, be deferred pending the outcome of the next meeting at which Anglian Water are due to make a presentation

(2) That points of a technical nature be raised with Anglian Water prior to the presentation so that issues can be properly resolved at the meeting. (HHHCC)

 77

Minute 11 - Request from National Farmers Union

Resolved

(1) That Mr A Rankin of Rankin Farms Limited is not co-opted as a Member of the Stambidge Sewage Treatment Works Working Party, but that he be invited, as a user of N-Viro, to give a presentation or a written response to the Working Party on his views on the use of N-Viro.

(2) That a letter be sent to the National Farmers Union inviting nominations for a non-user of N-Viro to be co-opted as a Member of the Working Party.

(3) That the Soil Association be approached to convey their views, in writing, on the use of N-Viro and, dependent upon the response, that they then be invited to make a presentation to the Working Party. (HHHCC)

Minute 13 - The Future of the Stambidge Sewage Treatment Works Working Party

Resolved

That Officers currently attending the Parish Liaison Group produce a paper on a mechanism to avoid unnecessary duplication of roles and, in line with the Working Party's terms of reference, on maintaining a watching brief on development at the Stambidge Sewage Treatment Works. (HHHCC)

(ii) Planning Policy Sub-Committee - 3rd December 1998

Minute 53 - Members Item of Business

Resolved

That as part of the work on the replacement Rochford District Local Plan the car parking standards associated with the provision of new residential development in town centres be reviewed, with particular consideration being given to the relationship between the standards and the availability of spaces within nearby public car parks. Furthermore, the review should include consideration being given to the use of Council-owned car parks, not to be deemed as car parking spaces for new developments in town centres. (HCPI)

(iii) Transportation Sub-Committee - 7th January 1999

Minute 98 - Dial-A-Ride Services

Resolved

That a review of the Dial-A-Ride Scheme currently operated in the District commence on 1st April 1999 or as soon as is practicably possible after that date. (HRHM)

Minute 99 - Draft Guidance on Local Transport Plans

Resolved

(1) That a draft Sustainable Transport Strategy for Rochford be prepared along the lines of the framework provided in the report, with a further report to the next Meeting of the Transportation & Environmental Services Committee detailing the methodology to be applied.

(2) That five Members attend the Training Seminar at Chelmsford on 14th January 1999, to include the Chairman of Transportation & Environmental Services Committee, the Chairman of Transportation Sub-Committee, Councillor R.A. Pearson representing the Conservative Group and a representative of both the Labour Group and Hockley Residents Association

(3) That Essex County Council be requested to arrange a further Training Seminar for all Rochford District Council Members and three representatives from each of the Rochford Parish and Town Councils.

(4) That Essex County Council's Highways & Transportation Committee be asked to review the District Councillors' role on the Local Transport Panel. (TP) (HCPI)

(iv) Stambridge Sewage Treatment Works Working Party -13th January 1999

Minute 15 - Sludge Treatment Process and Update

Resolved

(1) That Mr David Edge, Regional Biosolids Manager, Anglian Water, be invited to the next meeting of the Working Party in accordance with his request and to answer questions raised by Members.

(2) That Christine Butler MP be invited to attend a daytime meeting of the Working Party, to be arranged. (HHHCC)

Minute 16 - Nuisance Control Strategy

Resolved

That in response to the consultation from Essex County Council on the Nuisance Control Strategy submitted by Anglian Water in connection with the sludge treatment process at Stambridge Sewage Treatment Works, this Council reiterates the response made to the Draft Strategy as stated in the report. (HHHCC) (2174)

(v) Environmental Health Sub-Committee - 13th January 1999

Minute 56 - Consultation Paper - Sustainability Counts

Resolved

That, subject to the comments listed in the Minutes, Appendix 1 to the report be submitted as Rochford District Council's response to the consultation paper 'Sustainability Counts.' (HCPI)

Minute 57 - Consultation Paper - UK Climate Change Programme

Resolved

That, subject to the comments listed in the Minutes, Appendix 1 to the report be submitted as Rochford District Council's response to the consultation paper 'UK Climate Change Programme.' (HCPI)

Minute 58 - Green Waste Collection

Resolved

(1) That the Green Waste Collection Scheme is not run again in its present form

(2) That further reports on alternative schemes be brought forward (1346) (HHHCC)

Minute 59 - Height Barriers at Civic Amenity Sites

Resolved

(1) That Essex County Council be advised that Members deplore the action being taken at the Castle Road site for the reasons stated.

(2) That Essex County Council representatives be invited to visit the site along with Members and Officers from Rochford District Council to see the problems first-hand and to discuss a better means of addressing them (HHHCC)

Minute 60 - Home Composting

Resolved

(1) That the one day sale of compost bins in Websters Way Car Park be approved and that water butts be sold.

(2) That the cost of the one day sale be charged to the recycling credit reserve (1346) (HHHCC)

Minute 61 - Paper Banks

Resolved

(1) That it be noted that unproductive paper banks may be removed by the Council's contractor

(2) That alternative sites likely to generate higher use be sought

(3) That any formal response to the Council's contractor be deferred pending consultation on the Waste Strategy. (HHHCC)

Minute 63 - Glass Recycling

Resolved

(1) That the proposed increased charges for collecting green and mixed glass be noted.

(2) That the proposals outlined in the report be implemented, subject to a further report prior to implementation if the costs are likely to exceed approved budgets.

(3) That a letter be sent to the Government suggesting large scale re-introduction of deposits on bottles to stimulate the return and re-use of green glass, and pointing out that it is currently cheaper to landfill green glass than to recycle it. (1346) (HHHCC)

29. OUTSTANDING ISSUES - MEETINGS OF 4TH JUNE 1998 AND 24TH SEPTEMBER 1998

Members were satisfied that all necessary action had been taken.

Minute 401/98 was carried forward.

30. ESSEX AND SOUTHEND WASTE LOCAL PLAN UPDATE REPORT

The Committee considered the report of the Head of Corporate Policy & Initiatives, outlining the next steps for the preparation and presentation of evidence at the Waste Local Plan Inquiry, together with a proposal to appoint Ecologika Consultants to prepare a waste strategy for the District.

Members were advised of developments which had taken place since 15th January 1999, the closing date for the submission of objections to the Waste Local Plan. Officers had been advised that there would be a delay of six months before the start of the Public Inquiry. However, Essex County Council had asked for alternative strategy proposals to be produced by the end of February. The consortium of Districts felt that this was too short a period of time and, as a result, had presented a statement of intent to the County Council. A copy was circulated to Members for information.

Mr Keith Collins of Ecologika Consultants attended the meeting to give a presentation on the key issues in the way forward for Rochford, the basis for Ecologika's proposed waste strategy. Mr Collins was particularly keen to see Rochford capitalise on growing

public support and the delay in the production of the plan and went on to suggest ways of doing this.

Following the presentation, questions were raised in relation to various issues including home composting, industrial and commercial waste, public education and alternatives to incineration. Discussion turned to the promotion of local initiatives, including the forthcoming sale of home composting bins. Members were advised that there were only a limited number of bins available and that although the money raised would be used to purchase further bins, more funds would have to be identified if the momentum was to be built upon.

It was noted that the parishes of Hawkwell, Hockley, Hullbridge, Rawreth, Rayleigh and Rochford had been made aware of the potential environmental impact a large incinerator could have on the District. Additionally, Members expressed a desire to see the Government produce stronger guidance on recycling.

On a motion moved by Councillor Mrs J. Helson and seconded by Councillor Mrs J.M. Giles, it was:

Resolved

(1) That Rochford District Council continues to play an active part in the District consortium, with Ecologika Consultants appearing on its behalf at the forthcoming Local Plan Inquiry.

(2) That a budget of £5,000 be identified to cover the costs of Rochford's membership of the consortium, including the work undertaken by Ecologika to prepare an alternative strategy and appear at the Local Plan Inquiry.

(3) That Ecologika Consultants be appointed to prepare a waste strategy specifically for Rochford District focusing on waste recycling and diversion.

(4) That the sum of £6,000 be included in the draft estimates to fund the preparation of the Rochford Waste Strategy.

(5) That the Head of Housing, Health & Community Care be delegated the responsibility for preparing the brief for the Rochford Waste Strategy.

(6) That discussions take place with Ecologika to decide the best way to present the site specific objections to the Local Plan Inquiry and that a further report be made on this matter to a future meeting of the Committee.

(7) That Officers publish a press notice alerting the public to the District Council's position on waste management and drawing attention to the proposed sale of home composting bins. (TP) (HCPI)

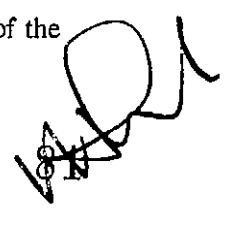
31. AEC STEERING COMMITTEE ON ECONOMIC DEVELOPMENT DISTRICT MEMBERSHIP

The Committee considered the report of the Head of Corporate Policy & Initiatives, seeking a Member nomination to attend meetings of the AEC Steering Committee on Economic Development

A Member suggested that Councillor C.R. Morgan would be a suitable choice, owing to his interest in related issues. The recommended nominee was not present at the meeting and therefore unable to comment.

Resolved

That Councillor C.R. Morgan or a nomination of his own attend future meetings of the AEC Steering Committee on Economic Development (TP)(HCPI)



The Committee considered the report of the Head of Revenue and Housing Management, the purpose of which was to present objections and comments on the proposed taxi rank and to ask Members to determine the effective date for the introduction of the taxi stand, if appropriate.

Members received the objections and comments made and it was.

Resolved

That the effective date for the introduction of the taxi stand should be 1st April 1999 or as soon as practicably possible after that date if it could not be met. (HRHM)

CAR BOOT SALES

The Committee considered the report of the Head of Revenue and Housing Management, the purpose of which was to stimulate discussion over future policy on the use of Council land for the purpose of holding car boot fairs, in light of an application from the Lions Club to hold a number of fairs at the Websters Way Car Park.

Although Members were keen to support initiatives which benefit local charities, they were, on the whole, reticent to approve the application lest it set a precedent. The Council could not, in all fairness, grant an event proposed by one particular charity and yet refuse all others. Concerns were raised that there would follow a deluge of applications for further boot fairs, including some of a commercial nature. This raised further implications in that the Council would have to re-assess its cover for public liability and also be obliged to invite the County Council's Trading Standards Officers to monitor the sale of defective or counterfeit goods.

A Member pointed out that the original boot fair was granted on the proviso that it was a 'one-off' event. Some Members indicated that they would be prepared to consider a further 'one-off' event notwithstanding for charitable purposes or even in aid of the Chairman's Charity.

On a motion by Councillor Mrs. H.L. A. Glynn and seconded by Councillor P.F.A. Webster it was:

Resolved

That, in response to the application from the Lions Club, this Council does not permit the use of Council land for the purpose of holding Car Boot Sales. (HRHM)

ROCHFORD RIVER SURVEY 1997 - 1998

The Committee noted the report of the Head of Housing, Health & Community Care, appraising them of the results of a survey of the bacteriological quality of the water in the Rivers Crouch and Roach, which took place between October 1997 and October 1998.

The survey, organised by the Crouch Harbour Authority, found that the general bacteriological quality of the water was satisfactory between May and September 1998 when recreational use of the rivers was most likely to occur. However, the report recommended that the use of these rivers for swimming was not advisable due to other factors such as the rate of tidal flow and potential hazards from boats and leisure craft.

Members discussed the results and raised concerns regarding the likelihood of contamination at Stambridge Mill. There were also concerns that water might in some way be contaminated as a result of the proximity of the Stambridge Sewage Treatment Works. Officers were asked to investigate both issues.

A Member had received notification that a swim in aid of charity had been arranged to take place on 31st January. Officers were used to contact the organisers urgently, in

order to make them aware of the dangers. Members were keen to see the same information passed on to local schools.

The Committee was reminded that both the Crouch Harbour Authority and the Environment Agency monitor water quality on a regular basis and that this information should not be overlooked.

35. **TRAFFIC CALMING SCHEME - HELENA ROAD AND LOUISE ROAD, RAYLEIGH REPORT ON RESULTS OF POST-CALMING CONSULTATION EXERCISE**

The Committee considered the report of the Area Transportation Manager South East (Essex County Council), a summary of comments received from residents following post-calming consultation regarding the traffic-calming scheme in Helena Road and Louise Road, Rayleigh.

Members were advised that, should they approve of the scheme going ahead, a full consultation would have to take place prior to implementation. County Officers reported a 65% response to their initial consultation exercise.

Members were of the opinion that the results of the consultation exercise were inconclusive and that some of the questions were not specific enough. There was some dispute over what the results showed and, as a result, over the best way forward. Following discussion, Councillor P F A. Webster indicated his intention to submit the item to Council for further discussion.

On a motion moved by Councillor Mrs J. Helson and seconded by Councillor Mrs J.M. Giles, it was:

Resolved

That, in light of the comments received in response to the consultation exercise:

(1) A public meeting be not held.

(2) The traffic calming measures remain in their present positions but steps are taken to reduce the severity.

(3) A weight restriction be implemented in the Helena Road/Victoria Road area bounded by Bull Lane and Hockley Road, subject to the standard order making procedure.

36. **PROPOSED ZEBRA CROSSINGS - ROCHFORD DISTRICT**

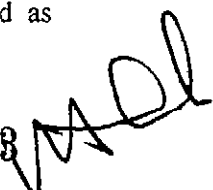
The Committee considered the report of the Area Transportation Manager South East (Essex County Council), detailing representations received in response to the formal publication of the proposal to introduce five zebra crossings at various locations in Rochford District.

County Officers reported that the level of consultation on this matter had been considerably more than was legally required and that, equally, a higher rate of responses than was normally expected was received.

Members supported the recommendations but were also keen to see a road traffic island installed at the Great Wheatleys Road junction, as per the original proposals. County Officers agreed to investigate the issue further.

Resolved

That, notwithstanding the objections received, the zebra crossings are introduced as outlined in the report.

83 

HIGH STREET, GREAT WAKERING - PROPOSED VARIATION OF WAITING RESTRICTIONS

The Committee considered the report of the Area Transportation Manager South East (Essex County Council), the purpose of which was to address variations to the waiting restriction Order in light of objections received to the published proposals.

County Officers had visited the site with Members in order to assess the problems first hand. Additionally, the Police had been consulted on their views concerning the road markings outside the Chemist shop. As a result, Essex County Council had decided to advertise proposals for the street as completely new restrictions, in order to provoke a fair review of the issue.

Members reiterated their concerns regarding the High Street in Great Wakering. One Member expressed his belief that the County Council had acted unlawfully in its handling of the road markings outside of the chemist shop and asked that County Officers investigate this immediately. The Member also indicated that the District Council should have a mechanism to monitor Orders that were in operation, in order to ensure compliance with the 1996 Regulations, in particular where, for whatever reason, action under the Traffic Order had not been executed within specified time limits.

Councillor R.S. Allen requested that it be noted that he did not support the recommendations.

Resolved

(1) That an Order be made subject to the standard order making procedure to introduce a variation of waiting restrictions as detailed in the report

(2) That the effectiveness of that length of proposed waiting restriction from a point 2 metres west of the eastern boundary of No 28 High Street, eastwards for a distance of 28.5 metres to a point 2 metres east of the western boundary of No 20 High Street (outside the Co-op), be reviewed at a point six months from its implementation.

38 CANEWDON TRAFFIC STUDY INCLUDING STAMBRIDGE AND PAGLESHAM

The Committee considered the report of the Area Transportation Manager South East (Essex County Council), investigating and recommending remedial action taking into consideration traffic conditions, speeds and accident records within the area.

Members supported the recommendations made in the report but felt that Parish Councils and School Governors in Stambridge and Paglesham should be consulted prior to submission.

On a motion by Councillor T.A. Powell and seconded by Councillor Mrs. J. Helson it was

Resolved

Essex County Council submit items listed in the report for consideration for Locally Determined Schemes 1999-2000.

BUDGET 1999/2000

The Committee considered the report of the Corporate Director (Finance and External Services), seeking approval for the revised estimates for 1998/99, estimates for 1999/2000 and the schedule of charges for 1999/2000.

Members were advised that this issue had already been addressed by the Community Services Committee held on 21st January 1999 and therefore effectively passed from Finance and General Purposes Committee to Council for a decision. The Committee was asked to allow the decisions to stand as they had been put at that meeting.

On a motion by Councillor Mrs. J Helson and seconded by Councillor P F A Webster it was

Recommended

- (1) That the revised estimates for 1998/99 be agreed.
- (2) That the virement requests in respect of 1998/99 be agreed and those in excess of £10,000 be submitted to Finance and General Purposes Committee
- (3) That the schedule of charges for 1999/2000 be agreed.
- (4) That the salary estimates and those 1999/2000 estimate items showing an increase up to 3% over 1998/99 be agreed with and all other matters referred to Council. (CD(F&ES))

40. **SUSTAINABILITY CONFERENCE**

The Committee was advised that a conference had been arranged to take place on 9th March 1999, in order to address the Sustainability report which was currently in production. Members were asked to nominate four persons to attend

41. **EXCLUSION OF THE PUBLIC**

Resolved

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following item of business on the grounds that it involves the likely disclosure of Exempt Information as defined in Paragraph 9 of Part 1 of Schedule 12A of the Act.

42. **CONTRACT RENEWALS**

The following item of business was admitted by the Chairman in order to give Officers authority to negotiate an extension of Council contracts

The Committee considered the confidential report of the Corporate Director (Finance and External Services), presenting the Compulsory Competitive Tendering Panel's recommendations in respect of refuse collection, street cleansing and grounds maintenance contracts

On a motion by Councillor P.F.A Webster and seconded by Councillor Mrs M.S. Vince it was.

Resolved

That Officers seek to negotiate one year extensions to the three contracts. (CD(F&ES))

The meeting closed at 10.35 PM.