

## The Executive – 4 March 2020

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Minutes of the meeting of **The Executive** held on **4 March 2020** when there were present:-

Chairman: Cllr M J Steptoe  
Vice-Chairman: Cllr Mrs C E Roe

Cllr D S Efde  
Cllr S P Smith  
Cllr I H Ward

Cllr M J Webb  
Cllr A L Williams  
Cllr S E Wootton

### **VISITING MEMBERS**

Cllrs Mrs J R Gooding, D J Sperring and M G Wilkinson

### **OFFICERS PRESENT**

S Scrutton	- Managing Director
A Hutchings	- Strategic Director
M Harwood-White	- Assistant Director, Assets & Commercial
M Power	- Democratic Services Officer

### **47 MINUTES**

The Minutes of the meeting held on 5 February 2020 were agreed as a correct record and signed by the Chairman.

### **48 QUESTIONS BY MEMBERS**

The Proper Officer reported that, pursuant to Executive Procedure Rule 3.1, the following Member question had been received:

From Cllr M G Wilkinson, on behalf of a ward resident, to the Portfolio Holder for Enterprise, Cllr S E Wootton:-

“Given that over 45% of the district's population live in Rayleigh, we are concerned over the plans for the Civic Suite (especially the information point) and the Mill Hall. What guarantees are in place to provide equivalent facilities?”

The Portfolio Holder for Enterprise, Cllr S E Wootton, advised that Rochford District Council (RDC) was required by law to adopt a highly regulated procurement process and information on the project had been open and transparent, with many meetings open to the public, public documents, press releases and FAQs that set out plans. The outline business case was published in full on the RDC website.

The aim of the Asset Strategy was to reduce future costs, to regenerate the local area and provide facilities for local residents and businesses and fit for purpose office accommodation for Council staff and key partners.

There was a commitment to retain a proportionate civic presence in Rayleigh which would provide facilities to support residents of the town. The Council was also committed to continuing to provide accommodation to its current community partners - Rochford & Rayleigh Association of Voluntary Services, Open Adult Counselling Services and Citizens' Advice - as well as the groups, clubs and individuals who hired space in the Mill Arts & Events Centre for various important community activities. This was reflected in the Output Specification that had been approved by Members.

Both the Civic Suite building and the Mill Arts & Events Centre were looking tired. It was felt that the proposals would provide accommodation and facilities that exceeded the standard of what the Council currently offered.

### **49 COUNCIL PROJECTS PROGRAMME MANAGEMENT OFFICE**

The Executive considered the report of the Strategic Director in respect of the projects on which the Programme Management Office reports into the Executive - the ICT Migration Project and the Beagle Event project.

During discussion, the following was noted:-

There had been a 17% take up of available tickets for the Beagle Event during the first three weeks of sales. Health and safety measures were in line with the event management plan and would identify issues in relation to quality of access for those with restricted mobility. Adjustments would be made to reflect any risks identified, the training of volunteers and where they would be stationed.

There would be no parking in the Freight House car park apart from blue badge holders, who should contact the Council prior to the event to reserve a space. Visitors would be encouraged to use public transport. It was requested that the footpath by the side of the Rochford Hotel be tidied up prior to the event.

The Deputy Leader reported that the launch of the Beagle event had gone exceptionally well. Volunteers to help at the Event on 30 and 31 May would be taken from members of staff, the public and RRAVS. She added that it would be good to see as many Councillors at the event as possible.

#### **Resolved**

That the public car parking charges at Back Lane car park, Rochford be suspended for the morning of Saturday, 30 May 2020, the date of the Beagle Event.

### **50 PROCESS FOR AWARDING VOLUNTARY SECTOR GRANTS 2020/21**

The Executive heard from the Portfolio Holder for Community, Cllr M J Webb, on the process for awarding grants to the voluntary sector in 2020/21.

There was no capital funding available in the forthcoming year. It was commented that this was an example of the Council working with and providing help to the community. It was confirmed that, in addition to the funding from the Council, RRAVS had the benefit of free use of Council premises and car parking spaces.

The application form would be available online.

### Resolved

- (1) That the processes and procedures for allocating the Voluntary Sector Grants fund be continued for the financial year 2020/21.
- (2) That it be agreed that this process remains clear and transparent whilst aligning outcomes with those identified in the Rochford District Council Business Plan relating to partnership working and links to the Joint Rochford & Castle Point Health & Wellbeing Strategy.
- (3) That it be agreed that the Rayleigh, Rochford and District Association for Voluntary Services (RRAVS) will receive top sliced funding from the same pot, based on outcomes aligned with the Essex County Council performance framework and the Castlepoint and Rochford Health and Wellbeing Strategy Action Plan.

The meeting closed at 7.50 pm.

Chairman .....

Date .....

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