



## Rochford District Council

# The Executive

## agenda

### *Date*

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**20 June 2012**

### *Time*

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**7.30 pm**

### *Place*

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Committee Room 4  
Civic Suite  
Rayleigh

### *Contact*

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The public are welcome to attend this meeting up to Item 15 of the Agenda

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## **Members of The Executive**

Chairman: Cllr T G Cutmore  
Vice Chairman: Cllr K H Hudson

Cllr K J Gordon  
Cllr Mrs G A Lucas-Gill  
Cllr Mrs J E McPherson

Cllr M Maddocks  
Cllr C G Seagers  
Cllr M J Steptoe

## **Terms of Reference**

- To make recommendations to the Council in relation to the functions contained in Part A to Part 3 of the Council's Constitution.
- Subject to those matters reserved to the Council in Part A to Part 3 of the Council's Constitution, the Review Committee functions and with the exception of those Council (non-Executive) powers specifically delegated to other forums set out in Parts A and C to Part 3 of the Constitution, the Executive has full power to act in respect of every other function.
- To refer at its discretion, any issue to the Review Committee for detailed consideration and report.
- To consider the recommendations of the Review Committee either arising from an issue referred to it as above, or where the latter Committee has "called-in" a decision of the Executive for review.

**The Council's vision is to make Rochford District a place which provides opportunities for the best possible quality of life for all who live, work and visit here.**

**The Council's objectives are to make a difference:-**

- to our people
- to our community
- to our environment
- to our local economy.

**The Council's values (the way we work to pursue these objectives) are to:-**

- Be an open, accountable, listening, responsive Council
- Put the customer and citizen at the heart of everything we do, delivering services in a caring and sensitive manner
- Co-ordinate the management of resources with an emphasis on sustainability
- Value the contribution of partners, employees and citizens, trusting each other and working collaboratively.

## A G E N D A

Emergency evacuation announcement

Page No

**1 Apologies for Absence**

**2 Non-Members Attending**

**3 Minutes of the Meeting held on 4 April 2012**

**4 To Receive Declarations of Interest**

**5 Matters Referred to the Executive and Reports from Other Committees**

**6 Performance Report on Key Performance Indicators for the Period January to March 2012**

To review the report, which is to follow.

**7 Performance Report on Key Projects for the Period January to March 2012**

To review the report, which is to follow.

**8 Progress on Decisions made by Full Council/ The Executive**

To review the schedule, which is to follow.

**9 Customer Feedback Update and Freedom of Information Statistics 2011/12**

9.1 – 9.8

To note the report of the Head of Information and Customer Services on customer feedback and freedom of information statistics for 2011/12.

**10 Open Spaces Refurbishment Programme 2012/13**

10.1 – 10.2

To consider the report of the Head of Environmental Services on the use of this year's budget allocation.

- 11 Hockley Woods Car Park Improvements**
- To consider the report of the Head of Environmental Services on improvements at the Hockley Woods Car Park.
- The report is to follow.
- 12 Play Spaces Refurbishment Programme 2012/13** 12.1 – 12.3
- To consider the report of the Head of Environmental Services on the use of this year's budget allocation.
- 13 Pet Memorial Area, Cherry Orchard Country Park** 13.1 – 13.4
- To consider the report of the Head of Environmental Services on the construction of a pet memorial area within Cherry Orchard Country Park.
- 14 The Queen Elizabeth II Fields Challenge 2012** 14.1 – 14.2
- To consider the report of the Head of Environmental Services on the nomination of three sites for the Queen Elizabeth II Fields Challenge 2012.
- 15 Exclusion of the Press and Public**
- To agree that the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraphs 1 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.
- 16 Progress update on the new Grounds Maintenance Contract** 16.1 – 16.4
- To consider the exempt report of the Head of Environmental Services setting out the recommendations of the Member Advisory Group with regard to the procurement of a new Grounds Maintenance Contract.
- 17 Business Rates Write-Off** 17.1 – 17.2
- To consider the exempt report of the Head of Community Services on the writing-off of outstanding Business Rates in relation to a premises in Rochford that has ceased trading.

**18 Chief Executive's Appraisal**

To receive the exempt note of the Chief Executive's appraisal, which has been despatched under separate cover.

A handwritten signature in black ink, appearing to read 'Paul Warren', with a large, stylized initial 'P'.

Paul Warren  
Chief Executive