



**Rochford District
Council**

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1999

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**Rochford District
Council**

ROCHFORD DISTRICT COUNCIL MINUTES

1999

June

ROCHFORD DISTRICT COUNCIL

Minutes of the Audit Services Committee

At a Meeting held on 1st June 1999. Present Councillors N. Harris (Chairman), P.A. Beckers, C.I. Black, G. Fox, Mrs. J. Hall, T. Livings, G.M. Mockford, C.R. Morgan, P. Stebbing, R.E. Vingoe and P.F.A. Webster

Visiting: Councillors Mrs. H.L.A. Glynn and J.E. Grey.

182. MINUTES

Resolved that the Minutes of the Meeting of 6th April 1999 be approved as a correct record and signed by the Chairman

183. MEMBERS' INTERESTS

The following non-pecuniary interests were declared, relating to item 16 (Outside Bodies - Members' Responsibilities and Liabilities):

Councillor P.A. Beckers, by virtue of his involvement with the Community Health Council and membership of the Rawreth Parish Hall Committee

Councillor G. Fox as the County Council's representative on the Crouch Harbour Authority and involvement with Crossroads.

Councillor Mrs H.L.A. Glynn as a member of the Crouch Harbour Authority and involvement with the Rochford Chamber of Commerce

Councillor Mrs. J. Hall by virtue of her involvement with the Citizens Advice Bureau

184. TERMS OF REFERENCE

Resolved

That the Committee's Terms of Reference be noted.

185. APPOINTMENT OF URGENCY SUB-COMMITTEE

The Committee noted that, in accordance with Standing Order 17(1) the Urgency Sub-Committee should comprise the Chairman and Vice-Chairman of the Committee and one other Member, appointed so far as is practicable in accordance with the rules of pro-rata representation for political groups.

In discussion, Members agreed with the suggestion of the Chairman that it would be more suitable for the Urgency Sub-Committee for this Committee to comprise himself and one representative from the Labour and Conservative Groups; Councillors G. Fox and P.F.A. Webster respectively were nominated.

The Head of Administrative and Member Services advised that this proposal would require the suspension of Standing Order 17(1), which, under Standing Order 5, would need the consent of Council

On a Motion put by Councillor N. Harris and seconded by Councillor P.A. Beckers it was therefore

RECOMMENDED

That Council be requested to suspend Standing Order 17(1) in order to allow the Audit Committee's Urgency Sub-Committee to comprise one representative each from the Conservative, Labour and Liberal Democrat Groups

Resolved

That, subject to the above, the Urgency Sub-Committee comprise Councillors N.Harris, P.F.A Webster and G. Fox (HAMS)

186 WHISTLE BLOWING POLICY

The Committee considered the report of the Corporate Director (Finance and External Services) containing a draft Whistle Blowing Policy.

During discussion, the following main points arose.

- (i) Members requested a bi-annual report for information, giving details of whistle-blowing incidents. It was considered important that, in the interests of open Government, such a report should be on the public part of the Committee's agenda, although it was recognised that any allegations against named individuals would need to remain confidential unless a case had been proved and, where appropriate, a successful prosecution had been undertaken.
- (ii) The Corporate Director informed the Committee that, once approved, the policy would be distributed to all existing and new staff, together with guidance from the Audit Commission. The anti-fraud policy previously agreed by the Committee had already been circulated.
- (iii) In considering paragraph 6 of the Policy, the Committee agreed that the wording should be revised to clarify how an allegation could be proved to be false or malicious
- (iv) It was recognised that in cases where the Council was to proceed with a prosecution the whistle-blower's anonymity would be difficult to preserve, and it would therefore be essential for maximum disciplinary action to be taken against any member of staff involved in subsequent victimisation.

Resolved

That, subject to amendment to paragraph 6 (False and Malicious Allegations), the policy be adopted (CD(F&ES))

187. PRIVATE ACCESS TO PUBLIC OPEN SPACES

The Committee considered the report of the Corporate Director (Finance and External Services) outlining a strategy to ensure that residents do not gain rights of way over access to public open space by default, in the absence of any formal agreement.

In reply to a Member question, the Corporate Director confirmed that, in some cases, open spaces that are leased to Parish Councils could also include rights of way and, in these instances, it would be for the Parishes to ensure that the necessary easements are granted and the fees collected

It was agreed that Officers should write to the relevant Parish Councils to remind them of the need to formalise such arrangements.

Resolved

- (1) That the management action set out in the Corporate Director's report be agreed
- (2) That Officers remind those Parish Councils which lease public open space of the need to formalise instances of private access in order to safeguard property rights. (CD(F&ES))

The Committee considered the report of the Corporate Director (Finance and External Services) which informed Members that notification had been received that the Housing Benefit Division is to be reviewed by the Benefit Fraud Inspectorate (BFI) during the course of the year, and the arrangements for the inspection. It was noted that following the inspection, a public report is produced; the Director had obtained agreement that BFI staff would present the report to a meeting of the Committee. Members were also informed that the BFI issue a press release to announce their visit to the Local Authority, and the possibility of the Council also issuing a press release welcoming their review and looking forward to positive outcomes was considered. It was agreed that the press release should make reference to the need for further government funding in order that the additional work associated with complying with the verification framework could be carried out, as outlined in paragraph 4 of the "Possible Outcomes" section of the Director's report.

Resolved

- (1) That the report be noted
- (2) That the BFI be requested to present its report at the earliest available opportunity to this Committee
- (3) That a press release, including reference to the need for sufficient funding to enable compliance with the verification framework, be issued at the appropriate time. (CD(F&ES))

189. 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 7 and 14 respectively of Part 1 of Schedule 12A of the Act.

190. OUTSIDE BODIES - MEMBERS' RESPONSIBILITIES AND LIABILITIES

The Committee considered the report of the Head of Legal Services which outlined the position regarding insurance cover for Members. It was noted that the Council can provide limited indemnity to individual Members and Officers in the following circumstances only:

- i) Where an individual acts solely on behalf of the Council within the terms of reference laid down by the authority and solely in pursuance of the Council's statutory powers. This will usually be where the Council is under a duty to participate in a particular statutory body and will only apply to the nomination of officers or appointees of Committees to perform the Council's functions.
- ii) Where the individual acts only in an advisory capacity in connection with the Council's functions
- iii) Where the individual occupies an observational role on the board or committee of an outside organisation, representing the Council's interests rather than acting in a decision-making capacity
- (iv) Where the individual acts on behalf of a joint committee established by two or more local authorities

The Council can not provide indemnity or incur costs in respect of activities where a Member acts.

- (1) solely on behalf of an outside body, or
- (2) outside his or her delegated powers, or

- (3) outside the Council's statutory powers, or
- (4) as a director of a board of a limited company, a trustee of a trust, a voting member of a management committee.

Since the Council may only delegate power to a committee and not to an individual Member, Members were advised that they should only participate in outside bodies as observers or facilitators. It was recognised that in practice Members are keen to take a more active role and, of necessity, this can only be in a personal capacity and should not conflict with their duties as a member of the Council. In most instances, therefore, a Member will not be indemnified by the Council and where the particular outside body does not hold insurance, the possibility of personal risk arises. A survey of 40 outside bodies had revealed that, of 21 respondents, only 6 possessed insurance which would cover Members acting in decision-making capacities, one had insurance but was still to confirm whether members would be covered; and one provides Members with indemnity but does not have insurance. The majority of organisations do not therefore have insurance that would cover Members.

It was noted, that in the light of a nationwide debate on the position of Members serving on outside bodies, the Local Government Association has produced a Code of Practice for Local Authority Members and Officers Serving on the Boards of Voluntary Organisations. The Committee examined a number of options to provide greater certainty in the future, including the completion and maintenance of a formal register of all outside bodies including details of the position held by a member and insurance arrangements. The suggested format of such a register was annexed to the report, together with an aide memoire outlining the position of Member representatives on outside bodies.

The following main points arose during discussion:

- (i) It was considered that it would be useful for the aide memoire to be sent to all District Council representatives on outside bodies at the time of confirmation of their appointment, together with, but separately printed for additional emphasis, the paragraph in the Head of Legal services' report commencing "Remembering that the Council may only delegate power to a Committee...".
- (ii) The Committee agreed with a Member's suggestion that the aide memoire should be incorporated within the report to the forthcoming Meeting of Finance and General Purposes Committee concerning Outside Bodies.
- (iii) It was considered that restricting Members to a purely advisory role on outside bodies, with no voting rights, did not facilitate the democratic process. It was therefore suggested that the Local Government Association could be contacted to highlight this dilemma and for possible solutions.
- (iv) In reply to a Member question, the Corporate Director (Finance and External Services) confirmed that loans to outside bodies are secured on their premises, so the potential inability of District Council representatives to take part in decision making would not result in the Council's financial investment being put at risk.

Resolved

- (1) That representation on outside bodies which did not respond to the survey, those which have indicated that they have no insurance and those indicated in the Head of Legal Services report to be of limited value be reviewed.
- (2) That Members be advised to confirm insurance arrangements on taking up nominations to outside bodies.
- (3) That a register of outside body involvement be completed and maintained.
- (4) That the aide-memoire be included in the year book, distributed to all Councillors along with the extract from the report as described above, and be included in the report.

on Outside Bodies to the Meeting of Finance and General Purposes Committee on 15th June 1999

(5) That Officers contact the Local Government Association for further guidance on the question of Members' liabilities and their role on outside bodies. (HLS)

191. INTERNAL AUDIT REPORTS

The Committee considered the report of the Chief Executive which included the following:

- A comparison of the revised 1998/99 Audit Plan to actual time spent. The External Auditor was aware of the shortfall on audit time for 1998/99, and have adjusted their planned audit time accordingly
- The up-to-date copy of the monitoring document for the audit report recommendations
- A summary of the Audit Commission Publication, Fraud and Lodging - Progress in Tackling Fraud and Error in Housing Benefit It was noted that the majority of the recommendations had already been implemented, those outstanding would be addressed during the review of 'Countering Housing Benefit Fraud'

Resolved

(1) That the performance against the 1998/99 Revised Audit Plan be noted

(2) That the recommendations indicated on the monitoring sheet be deleted.

(3) That the Audit Commission publication summary and the additional recommendations arising from the new publications be noted. (CE)

192. COUNTERING HOUSING BENEFIT FRAUD

The Committee considered the report of the Head of Revenue and Housing Management which was the second in a series that had been agreed at the previous meeting. It examined the establishment of the Corporate Framework for addressing housing benefit fraud and included a 'Checklist for Action' taken from the Audit Commission Handbook Against each of the Handbook's recommendations was shown an indicator of the extent of the Authority's existing compliance. A number of areas were considered in more detail by the Committee as shown below

Numbered Point 4

Several Members expressed reservations about inclusion of the phrase 'suspected fraud' which, it was considered, could be difficult legally to substantiate On a Motion by Councillor R.E. Vingoe and seconded by Councillor P.A. Beckers it was agreed to request Officers to investigate this matter further and report back to the Committee's next meeting

Numbered Point 11

It was anticipated that this objective would be completed by December Progress would be reported to the next Meeting.

Numbered Points 15/16

Following discussion, it was concluded that the achievement of full compliance, which was not yet mandatory, did not justify the likely level of expenditure given the present low level of risk within the Council

Numbered Point 19

The Committee considered current procedures for verifying the qualifications of applicants for posts within the Council, and it was agreed that a written procedure for all interviewing officers should be drawn up to ensure that a standard practice is adopted throughout all departments

Numbered Point 24

It was agreed that the likelihood of the same staff starting and terminating tenancies was currently slight.

Resolved

(1) That the Authority's approach to the Audit Commission's recommendations within the 'Checklist for Action' should reflect the Committee's views as outlined above.

(2) That a report be presented to the next Meeting clarifying the term "suspected fraud" in relation to the signed declarations of benefits, internal audit, fraud investigation and housing staff (HRHM)

The Meeting closed at 9.15pm.

CHAIRMAN.

N. G. H. H. H.

DATE.

6. 7. '99.



Rochford District Council
To the meeting of:

COMMUNITY SERVICES

On. 8TH JUNE 1999

Report of: HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title: MINUTES OF THE HOUSING MANAGEMENT SUB-COMMITTEE

Author: Mr. A. Wyatt

Report Approved By: 

At a meeting held on the 2nd June 1999. Present: Councillors R.S. Allen, T.G. Cutmore, D.M. Ford, Mrs. J. Hall, N. Harris, C.C. Langlands, Mrs. S.J. Lemon, Mrs. M.S. Vince and Mrs. M.A. Weir.

Apologies: Councillors R.A. Pearson and Mrs. W.M. Stevenson.

Substitutes: Councillors J.M. Dickson and J.E. Grey.

55. APPOINTMENT OF CHAIRMAN

Councillor Mrs. M.S. Vince was appointed Chairman for the municipal year.

56. MEMBERS INTERESTS

Councillor C.C. Langlands declared an Interest in the Item "Strategy for Tenant Participation" (Minute 59) by virtue of being a leaseholder of a former Council property.

MINUTES

A Member sought clarification of the figures given in the item Capital Programme 1999/2000 Update (Minute 53) regarding the window replacement programme and central heating replacement of storage heaters and requested that in future, all figures given in reports follow recognised accounting procedures. It was noted that the total figure for both programmes should read £426,000 and not £346,000 as detailed in the Minutes

The Minutes of the meeting held on 17th February 1999 were approved as a correct record.

58. TERMS OF REFERENCE

Members noted the Terms of Reference relating to the Housing Management Sub-Committee.

The Sub-Committee considered the report of the Head of Revenue and Housing Management which proposed the adoption of a formal policy statement in relation to tenant participation within the Rochford District. Members were advised that, further to the delivery of a newsletter with rent statements in April, there had been an increase in the Membership of both the Rochford & Great Stambidge Tenants Association and Rayleigh & Rawreth Tenants Association, although there was still a shortfall from the desired minimum of twenty representatives. The Head of Service further advised Members that it was the intention for the Tenants' Representatives to be from as broad a cross section of tenants as possible (including children).

The point was raised that Tenant Liaison Meetings during the day, had precluded some would-be representatives in the past due to work commitments. The Head of Service advised the Sub-Committee of the work being undertaken to allow more tenant involvement in the liaison meetings. Overall, the Sub-Committee were of the opinion that the draft statement was of merit and to be supported and considered that with the following amendments the statement could be adopted as formal Council policy -

- * mention should be made within the statement of leaseholder participation,
- * amendment under Part 2 - Consultation (Point 10) to read "the selection of contractors for services"

Further to the debate, Members expressed concern at the Liaison Meetings becoming political, considering the issue of tenant liaison to be non-partisan. Mention was made also of Right to Buy legislation and the need for affordable social housing to be provided within the area given the diminishing numbers of Council houses within the District - to date totalling less than 2,000. On a motion put by Councillor J.M. Dickson and seconded by Councillor Mrs. S.J. Lemon it was

Proposed that this Committee **RECOMMENDS:**

That the policy statement and strategy on tenants participation in the Rochford District, subject to the changes proposed, be formally adopted. (HRHM)

60. PRE-LETTING CLEANING SERVICE

The Sub-Committee considered the report of the Head of Revenue and Housing Management which sought Members' approval to improve the standard of cleanliness of vacant properties prior to allocation. Members were advised that housing applicants who were made an offer of tenancy had often refused to accept a tenancy due to the poor standard of cleanliness of the property. Whilst works were undertaken to ensure that vacant properties were returned to a fit state for re-allocation, including repair and redecoration, cleaning was not included

Considering the scheme was of merit, concern was expressed by Members at the lack of accountability of some tenants, for works which were necessary on their departure and it was considered that the current rules of tenancy should be made clear to all new tenants specifically in relation to the state of the property on vacation. The issue of rental deposits to cover the cost of repair, re-decoration and cleaning was subject to discussion although given the varying circumstances of tenants, it was felt that the Head of Service should investigate the matter through legislation to see whether it allowed for such a scheme. Further to debate on pre-vacation inspection, the Head of Service advised that on average, 25%-30% of tenants did not give the statutory four weeks' notice on vacation to allow for an inspection, although in cases where tenants could be traced, efforts were made to recharge costs for repair/redecoration where necessary.

The repair/redecoration undertaken on void properties prior to re-allocation was mooted and the Head of Service advised that this would be the subject of a report to the autumn cycle.

Summing up, Members considered that tenants' responsibilities and the disciplines for letting should be strengthened.

Proposed that this Committee RECOMMENDS:

That a pre-letting cleaning service be introduced with immediate effect, but that all necessary action be taken to recover costs from the outgoing tenant. (HRHM)

The meeting closed at 8.37p.m.

minshousubjun8

chairman: M. W. Stevens date: 13/7/99

ROCHFORD DISTRICT COUNCIL

Minutes of the Transportation & Environmental Services Committee

At a Meeting held on 3rd June 1999. Present: Councillors V.H. Leach (Chairman), R.S. Allen, R. Adams, C.I. Black, J.M. Dickson, D.M. Ford, Mrs. J.E. Ford, K.A. Gibbs, Mrs. J.M. Giles, Mrs. H.L.A. Glynn, J.E. Grey, D.R. Helson, A. Hosking, V.D. Hutchings, C.C. Langlands, Mrs. M.S. Vince, Mrs. M.J. Webster and D.A. Weir.

Apologies: Councillors G.C. Angus and R.A. Pearson.

Substitutes: Councillors T. Livings and Mrs. M.A. Weir.

Visiting: Councillors D.E. Barnes and Mrs. J. Helson.

193. MINUTES

The Minutes of the Meetings held on 23rd March and 1st April 1999 were approved as a correct record.

194. MEMBERS' INTERESTS

Councillors R.S. Allen and Mrs. H.L.A. Glynn declared pecuniary interests in the item "Rayleigh Town Centre - Proposed Variation to Existing Waiting Restrictions" by virtue of their association with orange badge holders. Both Members left the Meeting whilst the matter was discussed.

Councillor C.I. Black declared a non-pecuniary interest in the item "South East Essex Package 1999/00" by virtue of his son being a pupil at a school mentioned in the report. Councillors Mrs. J.M. Giles and V.H. Leach each declared a non-pecuniary interest in the same item by virtue of being governors of schools mentioned in the report.

195. APPOINTMENTS - URGENCY SUB-COMMITTEE/APPEAL BODIES/ADVISORS

The Committee considered the report of the Head of Administrative and Member Services which requested Member nominations for the Urgency Sub-Committee and Appeals respect of street trading consent and Hackney Carriage licensing and the determination of advisors to Sub-Committees and Working Parties. An addendum to the report suggested the appointment of representatives to inter authority fora involved in work within the Committees remit.

The Leaders of the Political Groups agreed that their nominations to the Urgency Sub-Committees and Appeal Body would be made to the Proper Officer in the near future. On the matter of advisors, Members felt that the representatives outlined in the report should be invited to attend the Sub-Committees as required. A Member expressed concern at the rules of pro rata being applied to cross organisational Working Parties and it was requested that this be the subject of a report to a future Meeting of the Structural and Procedural Review Working Group.

Resolved

(1) That an Urgency Sub-Committee be constituted comprising the Chairman and Vice-Chairman of this Committee together with one Member of the Labour Group, to be nominated by the Leader of that Group.

(2) (a) That an Appeals panel be constituted to determine appeals concerning Street Trading Consents and Hackney Carriage Licensing. The membership to be 3 Members drawn from a list of 5, the 5 Members on the list to comprise 2 Liberal Democrats, 2 Labour and 1 Conservative.

(b) That Group Leaders be requested to nominate Members of their Groups to fill the resulting vacancies.

(3) That the advisors, as outlined below, be appointed to the relevant Sub-Committees for this Municipal Year.-

Planning Policy Sub - One representing Rochford Hundred Association of Local Councils.

Environmental Health Sub - One representing Rochford Hundred Association of Local Councils.

Stambridge Sewage Treatment Works Working Party - One representing Sludge Watch, One representing Friends of the Earth, One representing Stambridge Parish Council and One representing the National Farmers Union.

(4) That membership be determined for the following Working Groups be constituted as shown and that Group Leaders submit their nominations to fill the resulting places.

(i) Rochford Town Centre Working Group - 6 Members.
* (2 Liberal Democrat, 2 Labour, 2 Conservative)

Rayleigh Town Centre Monitoring Group - 4 Members.
* (Chairman of Transportation & Environmental Services, Councillors C.C. Langlands and Mrs. M.J. Webster as Members representing Wheatley Ward and 1 Labour nomination.)

Websters Way Working Party - 7 Members.
* (2 Liberal Democrat, 2 Labour, 2 Conservative and 1 Hockley Residents Association)

(5) That a report on the issue of pro rata representation to cross organisational Working Groups be submitted to a future Meeting of the Structural and Procedural Review Working Group. (HAMS)

196. TERMS OF REFERENCE

Members noted the Terms of Reference relating to the Transportation and Environmental Services Committee.

197. SUB-COMMITTEE MINUTES

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

(i) Transportation Sub-Committee - 25th May 1999

Minute 106 - Essex Concessionary Travel Scheme

Resolved

That this Council supports the view that Essex County Council retains the management function for the Essex Concessionary Travel Scheme.

Minute 110 - A130 Bypass - Update

Resolved

(1) That the progress on the A130 road scheme be noted and, that an invitation be issued to the Head of Transportation and Environmental Services, Essex County Council to attend a Meeting of the Transportation & Environmental Services Committee before the forthcoming recess.

(2) That the Head of Corporate Policy & Initiatives circulate to all Members appropriate background paperwork in respect of the A130 Bypass. (HCPI)

In response to a Member question, the Committee was advised that the issue of the Dial-a-Ride review would be the subject of a report to the Transportation Sub-Committee scheduled for the 29th June 1999.

(ii) Planning Policy Sub-Committee - 26th May 1999

Minute 62 - Rochford Replacement District Local Plan Project Timetable and Issues Paper

Resolved

(1) That the timetable and project plan for the preparation of the Rochford Replacement District Local Plan be approved.

(2) That the draft Local Plan Issues Paper be agreed, together with the arrangements for public consultation (HCPI)

Minute 63 - Planning Policy Guidance Note No. 3 - Housing -Consultation Draft

Resolved

That the comments in the Head of Corporate Policy & Initiatives Report form the basis of the Council's response to the draft PPG3 Housing. (HCPI)(CP)

198. OUTSTANDING ISSUES

With regard to the trial recycling round for Hawkwell, the Head of Service outlined the position with regard to Contract Standing Orders and confirmed that the trial would commence soon.

With regard to the review of the Dial-a-Ride Service, Members noted that a partnership meeting between Southend-on-Sea Borough Council and Castle Point Borough Council had taken place, although there had been no Member representation at that Meeting from Rochford District. Considering Rochford Members to be the forerunners to the review A Motion, put by Councillors Mrs. H.L.A. Glynn and seconded by Councillor Mrs J.M. Giles was won on a show of hands and it was

Resolved

that this Committee seeks clarification from the Chief Executive as to why Members were not asked to attend the partners meeting on 18th May 1999 in relation to the Dial-a-Ride Service Review.

199. FIRST STAGE AIR QUALITY REVIEW

The Committee considered the report of the Head of Housing Health and Community Care which sought Members approval for the first stage Air Quality Review document.

In noting the legislative background to the review and the timetable involved, Members considered the draft strategy should be approved. It was further noted that there would be costs in order to carry out monitoring and modelling of all relevant pollutants which had been identified as likely exceedences of air quality objectives. In response to Member questions, Essex County Council Officers advised that they had the capability to monitor the impact of traffic generated pollution.

Resolved

(1) That the first stage Air Quality Review document be approved and despatched to relevant bodies for consultation, including Sludge Watch.

(2) That the Finance and General Purposes Committee be requested to consider approval of an additional budget of £2,000 from contingencies for this work. (HHHCC)

200. **RAYLEIGH TRAFFIC REGULATION ORDER - DISTRICT CONSULTATION OF 500 RESIDENTS**

The Committee considered the report of the Head of Corporate Policy and Initiatives which outlined the result of a questionnaire sent to a random sample of 500 residents seeking their views on the proposed Traffic Regulation Order for Rayleigh Town Centre.

In noting the 27% return and the analysis of these results, Members considered they should be taken into account as part of the assessment of the way forward in respect of the proposed Rayleigh Traffic Regulation Order.

Resolved

That the results of the survey be noted and taken into account as part of the assessment of the way forward in respect of the proposed Rayleigh Traffic Regulation Order. (HCP1)(TP)

201. **RAYLEIGH TOWN CENTRE PROPOSED VARIATION TO EXISTING WAITING RESTRICTIONS**

The Committee considered the report of the Head of Transportation and Operational Services, Essex County Council on a proposal to vary the existing waiting restrictions in Rayleigh Town Centre, together with the representations received from formal and informal consultations.

Members noted the following main features of the proposal:-

- a) 4 bays to be provided for goods vehicle loading/unloading only.
- b) 17 on-street limited waiting spaces
- c) 8 on-street limited waiting spaces for disabled drivers only.
- d) The current no waiting and loading/unloading restrictions to be varied.
- e) Limited waiting for motorcyclists.
- f) Parking facilities for cyclists at a number of locations.
- g) A rank for 9 taxis to be relocated in the lagoon area (subject to a separate order by Rochford District Council).

The following points were clarified by Essex County Council Officers during discussion:-

- * The 1 hour parking permitted for disabled drivers and the potential for the use of the section of road by Boots lagoon as an additional area for able bodied parking.
- * The possible problems faced by the emergency services in negotiating the High Street.
- * The two disabled parking bays within the Boots lagoon.
- * Access/egress of parking for motorcycles.
- * The location of the loading/unloading bay outside Byfords leading to the Pink Toothbrush.

During debate, concern was expressed by Members at the implications of providing 2 Disabled Persons parking bays within the 'Boots Lagoon' and on a motion put by Councillor D.M. Ford and seconded by Councillor Mrs J.E. Ford it was

Resolved

(1) That the current Traffic Regulation Order be part varied and part sealed to include the proposals as detailed at Appendix A of the report and shown on drawing 2080/99/C060B, but not including the disabled parking bays within the Boots lagoon.

(2) That further consultation be undertaken on the matter of the disabled parking bays at Boots lagoon.

(3) That a review of the Traffic Regulation Order be undertaken after 12 months.

202. RAYLEIGH TOWN CENTRE: TRAFFIC SURVEY UPDATE/JUNCTION STUDY AT CHURCH STREET

The Committee considered the report of the Area Transportation Manager - Essex County Council on the findings of the further study on the performance of the overall junction following the addition of a detection loop in Church Street, Rayleigh.

Members questioned what course of action would be taken should they be minded not to accept the recommendation in the report. County Officers advised that the issue would be brought before Essex County Councils Highways and Transportation Committee.

In noting the background to the scheme, Members considered that the previous problems remained and considered that there should be a joint meeting with County Officers and Members as the recommendation could not be accepted. On a motion put by Councillor Mrs. J.M. Giles and seconded by Councillor Mrs. H.L.A. Glynn it was

Resolved

(1) That the recommendation outlined in the report be not accepted.

(2) That a joint District Council/County Council Members meeting be arranged to look into the matter further.

203. HIGHWAYS MAINTENANCE PROGRAMME 1999/2000

Members noted the report of the Area Transportation Manager -Essex County Council which appraised Members of the allocation of funds for the maintenance of highways in the Rochford District Council area for 1999/00, together with the approved special maintenance budget.

204. SOUTH EAST ESSEX PACKAGE 1999/00

Members noted the report of the Area Transportation Manager -Essex County Council which informed Members of the background to the South East Essex package (SEEP) and the proposed programme for this financial year.

205. LOCALLY DETERMINED PROGRAMME 1999/2000

The Committee considered the report of the Area Transportation Manager which presented the locally determined programme for the 1999/2000 financial year based on the budget allocation, for Members' approval. During discussions with this item the following points were raised:-

- * The need for a date for the site meeting in respect of Rectory Road, Hawkwell
- * The North Street loading/unloading layby
- * The lack of road markings at the junction of Harbors Way and Downhall Park Way, Rayleigh
- * The deterioration of the road surface along Weir Pond Road, Rochford

- * The lead-in time for a new zebra crossing - in particular relation to that proposed for St Theresa School, Ashingdon
- * The Feasibility Study for a roundabout at the junction Sutton Road/Shopland Road, Rochford
- * The extension of waiting restrictions for High Street, Great Wakering
- * The criteria for prioritisation of zebra crossings for the Rochford District
- * The use of wildlife signage specifically in relation to badgers

Members were pleased to note that in answer to a question in relation to the A127 speed/noise reduction, although it would be very difficult for County Officers to get a reduced speed limit maintained and supported on the A127 by the Rayleigh Weir Underpass, Essex County Council had secured one-off funding for an alternative quieter road surface to be laid at the site.

Members also requested that a copy of the speed reduction measures table be forwarded to the Police for their information.

206. COUNTY COUNCILLOR RAY HOWARD

Members wished to express their thanks to County Councillor Ray Howard for his service to Rochford District Council's Transportation and Environmental Services Committee during his time as Chairman of Essex County Council's Highways and Transportation Committee.

The meeting closed at 10.50 p.m.

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ROCHFORD DISTRICT COUNCIL

Minutes of the Community Services Committee

At a Meeting held on 8th June 1999. Present: Councillors Mrs. W.M. Stevenson (Chairman), R.S. Allen, P.A. Beckers, T.G. Cutmore, J.M. Dickson, D.F. Flack, D.M. Ford, K.A. Gibbs, J.E. Grey, Mrs J. Hall, N. Harris, Mrs. J. Helson, C.C. Langlands, Mrs. S.J. Lemon, R.A. Pearson, Mrs. M.S. Vince, Mrs M. J. Webster and Mrs. M.A. Weir.

Apologies: Councillors C.I. Black and Mrs. A.R. Hutchings.

Substitutes: Councillors Mrs J.M. Giles.

Non Members Attending: Councillors D.R. Helson, R. Adams, G.A. Mockford and P.F.A. Webster.

207. COUNCILLOR MRS. S.J. LEMON

The Committee wished to express their thanks to Councillor Mrs. S.J. Lemon for her sterling work as Chairman of the Community Services Committee in past years.

208. MINUTES

The Minutes of the Meeting held on 2nd March 1999 were approved as a correct record and signed by the Chairman.

209. MEMBERS' INTERESTS

Councillor C.C. Langlands declared a Non Pecuniary Interest in the item "1999 Housing Investment Programme" (Minute 217) by virtue of being a leaseholder of a former Council property

Councillor Mrs. J. Hall declared a Non Pecuniary Interest in the item "Unfit House" (Minute 226) by virtue of living close to the property detailed in the report.

210. APPOINTMENTS - URGENCY SUB COMMITTEE/APPEAL BODY/ADVISORS

The Committee considered the report of the Head of Administrative and Member Services which requested Member nominations for the Urgency Sub-Committee and appeals in respect of homelessness and the determination of advisors to this Committee, and its Sub-Committees and Working Parties.

During consideration of this item Members were of the opinion that Councillor Mrs S.J. Lemon should be the additional appointee to the Urgency Sub-Committee.

The leaders of the political groups agreed that their nominations to the appeal body in respect of homelessness would be made to the Proper Officer in the near future.

On the matter of advisors, Members felt that the representatives from the Rochford and Stambidge Tenants Association and Rayleigh and Rawreth Tenants Association should be invited to Meetings of the Housing Management Sub-Committee as advisors; representatives from Rochford Sports Council, Rochford Arts Council, National Playing Fields Association and the Rochford Hundred Association of Local Councils should be invited to Leisure Sub-Committee Meetings as advisors and the representative from Rayleigh Association of Voluntary Services should be invited to attend Meetings of the Community Services Committee as an adviser

Resolved

(1) That an Urgency Sub-Committee be constituted comprising the Chairman and Vice-Chairman of this Committee together with Councillor Mrs. S.J. Lemon

(2) (i) That an Appeals Panel be constituted to determine Appeals in respect of homelessness. The membership to be three Members drawn from a list of five, the five Members on the list to comprise two Liberal Democrats, two Labour and one Conservative.

(ii) That Group Leaders be requested to nominate Members of their Groups to fill the resulting vacancies.

(3) That the advisors as outlined below be appointed to the relevant Committee/Sub-Committee for this Municipal Year-

Community Services	-	1 representing Rayleigh Association of Voluntary Services
Leisure Sub-Committee	-	1 representing Rochford Sports Council, 1 representing Rochford Arts Council, 1 representing National Playing Fields Association and 1 representing Rochford Hundred Association of Local Councils.
Housing Management Sub-Committee	-	1 representing Rochford & Stambridge Tenants Association and 1 representing Rayleigh & Rawreth Tenants Association. (HAMS)

211. TERMS OF REFERENCE

Members noted that the Terms of Reference relating to the Community Services Committee.

212. SUB-COMMITTEE MINUTES

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

Pets in Sheltered Schemes Working Party - 22nd April 1999

The Committee was pleased to note that with regard to recommendation 3, the ballot had taken place with a 76% return of ballot papers. A Member questioned whether the consultation had taken place in line with legislation (Housing Act 1985) and wished to see the Council's encouragement of joint tenancies

In response to Members suggestions in respect of the appended draft Pet Owning Tenants Contract and conditions, it was considered that the result of the ballot which was due to be opened on 9th June 1999 should determine the way forward for the Pets in Sheltered Schemes Working Party

Resolved

(1) That the proposed timetable as set out in the report be agreed.

(2) That consultation with tenants be carried out in the form of a letter as detailed in the report. (HRHM)

(3) That consideration of the draft terms of contract be deferred pending a report back from the Working Party on the results of the consultation.

Housing Management Sub-Committee - 2nd June 1999

Minute 59 - Strategy for Tenant Participation

Resolved

That the policy statement and strategy on tenants participation in the Rochford District, subject to the changes proposed, be formally adopted (HRHM)

Minute 60 - Pre-Letting Cleaning Service

Resolved

That a Pre-Letting Cleaning Service be introduced with immediate effect, but all necessary action be taken to recover costs from the outgoing tenant. (HRHM)

213. OUTSTANDING ISSUES - MEETINGS OF 17TH SEPTEMBER 1998 AND 21ST JANUARY 1999

Members were satisfied that all necessary action had been taken, Minute 17/99 was carried forward.

214. PETITION - ST. JOHN FISHER PLAYING FIELD

The Committee considered the joint report of the Head of Housing, Health and Community Care and the Head of Corporate Policy and Initiatives following the referral of a petition by Council on 20th April 1999 to this Committee in respect of complaints of noise and vandalism around the basketball court and recycling banks at St. John Fisher Playing Fields. In noting the details of the report and of the five available options for the basketball pitch and recycling facilities, Members considered that it would be prudent for a site visit to be arranged for Members to be able to properly evaluate all options. A motion put by Councillor P.A. Beckers and seconded by Councillor Mrs. S.J. Lemon for a site visit to be arranged and a Working Party to be constituted was agreed. On further consideration, however, the Committee amended its decision so that a site visit only be arranged.

Resolved

That a site visit to the St. John Fisher Playing Field be arranged for Members to determine the course of action to be taken in respect of the basketball court and recycling banks and the matter considered again at the next ordinary meeting of this Committee. (HHHCC)

215. TRAVELLERS IN ESSEX

Members noted that the report of the Head of Corporate Policy and Initiatives which had been referred by Council to this Committee for consideration would be subject of a report to the July Meeting when the County Gypsy Liaison Manager would attend to give a presentation.

216. NOTICE OF MOTION - POOLES LANE RECREATION GROUND CAR PARK

Members had before them the following Notice of Motion standing in the names of Councillors D.F. Flack and G.C. Angus which had been referred by Council on 20th April 1999 to this Committee for consideration:-

Pooles Lane Recreation Ground Car Park

In view of the past history of violence towards residents and the continuance of drug dealing, drug and alcohol abuse in the Pooles Lane Recreation Ground Car Park, Rochford District Council resolves to erect a suitable automatic or manually lockable barrier or gate at the entrance to the recreation ground car park in Pooles Lane, Hullbridge."

The Head of Leisure and Client Services provided a breakdown of the approximate costs for the erection of both a manually operated barrier and an automatic barrier to the car park. Considering there was merit in the scheme, it was requested that a full written report detailing the breakdown of all costs and options, as requested at Council, should be submitted to the next meeting of the Finance & General Purposes Committee for further consideration, although the scheme could be agreed in principle

On a motion put by Councillor D.F. Flack and seconded by Councillor Mrs J. Helson it was

Resolved

(1) That the installation of a barrier or gate to the entrance of Pooles Lane Recreation Ground Car Park be agreed in principle

(2) That the matter be referred to the Finance & General Purposes Committee for a report detailing all options and costings to be considered. (HLCS)

217. **1999 HOUSING INVESTMENT PROGRAMME**

The Committee considered the report of the Head of Housing, Health and Community Care which explained the guidance on the 1999 Housing Investment Programme submissions and the process which was proposed for production of the Housing Strategy and Plan. In noting that the following documents must be submitted; Housing Strategy Statement, Housing Annual Plan, Operational Information form and progress report on the Home Energy Conservation Act 1995 to the Government, Members agreed the process for production of the strategy and annual plan.

Resolved

That the process for production of the Housing Strategy and Annual Plan set out in the Head of Housing Health & Community Care's report be agreed. (HHHCC)

218. **LICENSING OF HOUSES IN MULTIPLE OCCUPATION - CONSULTATION**

The Committee considered the report of the Head of Housing, Health and Community Care which gave Members the opportunity to discuss the Government's consultation regarding licensing Houses in Multiple Occupation. -

Members endorsed the proposed response set out in the report, subject to the following amendments being included:-

In respect of Point 4 - **Should premises be inspected before a license is issued** Members considered that the comment should read "in order for a licensing scheme to be fully effective then premises must be inspected before a licence is issued....."

In respect of Point 8 - **Transitional Arrangements** Members considered that the comment should read "there are advantages and disadvantages in either approach. What is essential is that whatever arrangements are put in place Local Authorities are provided with adequate resources as stated in the comment in Section 4"

In relation to Point 9 - **Relationship between Houses in Multiple Occupation Licensing and other Legislation** (Gas Safety) Members considered that landlords should be made responsible for ensuring annual safety inspections and any repairs found to be necessary were carried out at their own expense. Members also agreed that every tenant of such accommodation should by law receive a copy of the licence and conditions.

Members further considered there to be little point in issuing licences prior to inspection. A motion for a Members panel to be formed to hear appeals in respect of refusal to grant a licence was lost on a show of hands and it was

Resolved

That the response to the consultation be as set out in the report, subject to those comments above. (225) (HHHCC)

RECYCLING SCHEME TO PROVIDE ADDITIONAL WATER RESOURCES FOR ESSEX AND SUFFOLK WATER

The Committee considered the report of the Head of Housing, Health and Community Care which advised Members of Essex and Suffolk Water's application to the Environment Agency for a discharge consent to the River Chelmer for their treated waste water recycling plant. In noting the background to the scheme and the final report on the pilot scheme, Members restated their previous objection considering that alternative sources of water, with potentially less risk than with the method proposed, should be developed, as well as further leakage reduction measures.

Resolved

That this Authority's strong objection to the proposal be reiterated to the Environment Agency as this Council's views on the application for a consent to discharge recycled water to the River Chelmer. (743) (HHHCC)

220. SUMMER PLAYScheme SWIMMING PROVISION (Min. 60/99)

The Committee considered the report of the Head of Leisure and Client Services which set out Officers proposals for a summer holiday swim programme following the £10,000 set aside at Council in February for the same. In noting the details of the sites approached and those taking part, Members considered there were more sites throughout the District which could potentially participate in the scheme and requested that the report be referred to Full Council for more information regarding the use of additional sites as opposed to the use of buses to move children throughout the District. Members requested that the price per person attending the schemes be provided to Council in order for Members to evaluate value for money for the schemes.

Members also requested that a letter be sent to the Chairman of the Governors of Riverside Junior School expressing this Council's disappointment at the school's unwillingness to permit the use of its premises for this initiative. On a motion put by Councillor Mrs J Helson and seconded by Councillor D.F. Flack it was

Resolved

(1) That the report stand deferred to Full Council for further information regarding the summer playscheme swimming provision initiative.

(2) That a letter be sent to the Chairman of the Governors of Riverside Junior School expressing this Authority's disappointment at their unwillingness to permit the use of their premises for this initiative. (HLCS)

221. 57 SOUTH STREET, ROCHFORD

NOTE: Councillor Mrs. J Helson declared a Non Pecuniary Interest in this item by virtue of being a School Governor.

The Committee considered the report of the Head of Leisure and Client Services which updated Members on the progress of the proposed Youth Facility Project at 57 South Street. Members noted the background to the scheme and the outcome of a meeting with a partner organisation on 4th June and were pleased to see the issue moving along.

Resolved

That the report be noted

222. THE ESSEX ACTIVE SPORT PARTNERSHIP

The Committee considered the report of the Head of Leisure and Client Services which advised Members of a major new national sports development programme receiving Exchequer funding from Sport England and also the National Lottery Sports Fund called "Active Sport". Members noted that the aim of the initiative was to seek to bring together almost a decade's worth of sport development and research experiences that

confirmed the need for a complete overhaul of how young people and sports clubs, coaching programmes and governing body performance programmes inter relate. Confirming their wish to be involved in the partnership, Members considered that the maximum £800 per annum contribution could be met from the existing Sports Development Budget.

Resolved

(1) That Rochford District Council actively participate in the Active Sports Partnership in Essex.

(2) That the Rochford District Council representatives on the Essex Sport Forum be given approval to sign the Memorandum of Understanding confirming the Authority's commitment and level of resource to the partnership for a five year period. (HLCS)

223. ANIMAL WELFARE LICENCE RENEWAL INSPECTIONS

The Committee considered the report of the Head of Housing, Health and Community Care which advised members of the financial, resource and legal implications of implementing a new policy of annual licence renewal inspections being carried out without appointment.

In noting the current practice of Animal Welfare Licence renewal inspections, the practice with other neighbouring authorities and that there would be a need to draw on resources allocated to inspecting low risk Health and Safety premises if the policy was actioned, Members considered that the policy outlined in the Report should be implemented, subject to a six monthly review.

Resolved

(1) That the following policy be adopted:-

(i) Renewal inspections of riding establishments, animal boarding establishments, dangerous wild animals and dog breeding premises are carried out by appointment, and pets shop renewal inspections are carried out unannounced;

(ii) The renewal inspections of riding establishments, animal boarding establishments and dangerous wild animal premises are carried out by an officer and a veterinary practitioner; and the renewal inspections of dog breeding premises and pet shops are carried out by an officer alone;

(iii) Unannounced interim inspections are carried out for riding establishments, animal boarding establishments, pet shops, dog breeding and dangerous wild animal premises,

(iv) The unannounced interim inspections of riding establishments are carried out by an officer and a veterinary practitioner at no charge to the licensee; and the unannounced interim inspections of boarding establishments, pet shops, dog breeding and dangerous wild animal premises are carried out by an officer alone, with a further visit by an officer and veterinary practitioner carried out if necessary, and

(2) That the working of the policy be reviewed by this Committee in six months time.

It was further **RECOMMENDED**

That an additional budget of £1,500 for interim visits by the veterinary practitioner and £500 for additional overtime be approved. (HHHCC)

224. CRUCIAL CREW 1999

The Committee considered the report of the Head of Corporate Policy and Initiatives which appraised members of Crucial Crew 1999 and requested funding for the initiative

Members noted the purpose of the scheme and that the Council had supported the initiative in past years. It was considered that the scheme provided an important aspect of the education and development of Year 6 pupils and was to be supported.

RECOMMENDED

That assistance with funding the 1999 Crucial Crew Initiative in the amount of £400 be agreed. (HCPI)

225. PETITIONS

Concern was expressed by Members at the petitions relating to door entry systems and installation of iron railings which had been referred from Council on 20th April 1999 not being on the agenda. The Committee was advised that all three petitions would be subject of reports to the July Meetings of Community Services.

226. 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(s) of business on the grounds that they involve the likely disclosure of Exempt Information as defined in Paragraph 13, 5 and 9 respectively of Part 1 of Schedule 12A of the Act.

227. UNFIT HOUSE

The Committee considered the confidential report of the Head of Housing, Health and Community Care which gave details of a property within the District which was unfit for human habitation and proposed a way forward in respect of the same. In noting the result the neighbourhood renewal assessment which had been carried out, which had identified demolition and rebuilding as the least cost and most beneficial option, Members considered there were possible alternative courses of action which could be taken and requested that these be investigated and that the report be deferred to a future meeting of this Committee. It was further requested by Members that the Planning Section be requested to "fast track" applications from individuals looking to demolish and rebuild properties condemned as unfit.

Resolved

(1) That Officers investigate further the alternative arrangements which could be made in respect of this unfit property and that the matter be deferred to a future meeting of this Committee

(2) That the Planning Section be requested to "fast track" applications from individuals looking to demolish and rebuild properties condemned as unfit. (HHHCC)

228. REPAYMENT OF HOUSE RENOVATION GRANT

The Committee considered the confidential report of the Head of Housing, Health and Community Care which advised Members of a case where a former grant recipient had written to state their intention to sell their property, requesting that the Council does not demand repayment of their grant. Mindful of the legislative boundaries and Government guidance involving grants, Members considered that should the property be sold, given the sale price was expected to cover the purchase of an alternative dwelling the grant should be repaid and it was

Resolved

That in the event of the sale of the property referred to in the report, repayment of the Renovation Grant paid in respect of the property be demanded from the grant recipient in accordance with the Local Government and Housing Act 1989 (Section 121). (9686) (HHHCC)

229. ANALYSIS OF TENDERS RECEIVED FOR SCHEDULE OF RATES FOR ELECTRICAL REPAIRS TO COUNCIL PROPERTY - CONTRACT 2059

The Committee considered the confidential report of the Head of Leisure and Client Services which sought approval to the acceptance of tenders received on the above contract.

Resolved

That the tender submitted by Birch's Electrical at the rate of -10% be accepted for a fixed period of two years and for the third and fourth years to be adjusted to the average increase in the building maintenance cost indices as published by the Royal Institute of Chartered Surveyors. (HLCS)

The meeting closed at 11.00pm

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Rochford District Council
To the meeting of

FINANCE & GENERAL PURPOSES

On: 15TH JUNE 1999

Report of: HEAD OF ADMINISTRATIVE AND MEMBER SERVICES

Title: MINUTES OF CORPORATE RESOURCES SUB-COMMITTEE

Author: Mr J Bostock

Report Approved By: *J Bostock*

At a meeting held on 9th June 1999. Present Councillors R. Adams, D.E. Barnes, Mrs. J.M. Giles, Mrs. J. Helson, C.R. Morgan, V.H. Leach, T. Livings, R.E. Vingoe, P.F.A. Webster, D.A. Weir and Mrs. M.A. Weir.

Apologies Councillor G. Fox.

Substitutes Councillor Mrs. W.M. Stevenson

234. APPOINTMENT OF CHAIRMAN

Councillor D E. Barnes was appointed Chairman of the Sub-Committee for the municipal year.

235. MINUTES

The Minutes of the meetings of 30th March, 7th April and 15th April 1999 were approved as correct records, subject to an amendment to Minute 227 to include reference to Councillors R.E. Vingoe and Mrs. W M. Stevenson having moved the motion with regard to revised criteria.

236. MEMBERS' INTERESTS

(i) Councillor D.E. Barnes declared a non-pecuniary interest in the item relating to the Millennium clock, Rayleigh by virtue of his role as Chairman of the Rayleigh Town Centre Committee and did not vote thereon.

(ii) Councillor Mrs. J. Helson declared a non-pecuniary interest in the item relating to the Millennium clock, Rayleigh, by virtue of her role as Chairman of Rayleigh Town Council.

(iii) Councillor C.R. Morgan declared a pecuniary interest in the items relating to the Local Government Pension Scheme and the Local Government (Discretionary Payments) (Amendments) Regulations 1999 by virtue of his wife's employment and left the meeting during consideration thereof.

(iv) Councillor P.F.A. Webster declared an interest in the item on application for waiver of Public Entertainment Licence Fee and did not speak or vote thereon.

237. **TERMS OF REFERENCE**

The Sub-Committee noted its Terms of Reference

238 **MEMBERS TRAINING AND DEVELOPMENT**

The Sub-Committee considered the report of the Chief Executive on the production of a structured training and development programme for Members of Rochford District Council.

In responding to Member questions, the Chief Executive confirmed/advised -

- (i) that involvement in a training and development programme would not be obligatory.
- (ii) that information obtained from Members during programme development would be treated with full confidentiality.
- (iii) that in producing the report the possibility of including external facilitators had been excluded due to the size of the budget available.
- (iv) that Member training should be seen as an ongoing process, the core of which should be of value to Members irrespective of length of service. Over recent months, Government led proposals regarding the role of Councils and Councillors had highlighted the constantly changing nature of Local Government and the potential value of training.
- (v) that one-off training sessions in technical areas such as Development Control and Planning would continue.

During debate, a Member commented on the value of ensuring that training assessment was objective. A number of Members recognised the potential advantage of involving external facilitators during the training needs identification stage. Such involvement could help minimise the workload placed on the Corporate Management Board and provide a valuable forum for senior Members. Against savings which could be associated with freeing up the time of senior Managers, the introduction of external facilitators could be relatively cost effective.

Members recognised that it was often difficult to engender the commitment of all Council Members to training programmes and that unfortunately, a lack of interest in training and development could sometimes be associated with a higher need for such training.

In terms of moving forward, Members felt that it would be appropriate, in the first instance, for all Members to be asked to complete the proposed survey form under confidential cover and for the results to be fed back to the Sub-Committee. Such an approach would not preclude a future decision to follow the stages suggested in the report. It was also felt that it would be of value to ascertain the costings which could be associated with the introduction of external facilitators at the interview stage. The Sub-Committee agreed a Motion moved by Councillor Mrs. J. Helson and seconded by Councillor R.E. Vingoe in this regard.

In reviewing the suggested survey form, a number of amendments were proposed. A Member suggested that as part of the survey process all Members could be consulted on their view with regard to the use of external facilitators

RECOMMENDED

- (1) That, in the first instance, all Members be asked to complete the proposed survey form under confidential cover with results fed back to the Sub-Committee to enable determination of the way forward.
- (2) That, in the meantime, the Chief Executive ascertain costings which could be associated with the introduction of external training facilitators.

(3) That the proposed survey form be agreed, subject to the inclusion of a question to ascertain the views of all Members with regard to the use of external training facilitators and the following amendments.-

Survey Form Heading	Amendment
Role of Members	Provision for 'Managing the Authority' and further definition of the meaning of "policy formulation" and "business planning".
Access to Information Technology	Include boxes to enable indication of either no experience in using a computer or no interest
Training and Development	Define meaning of "personal safety" and elaborate on the term "use of information technology" Include provision for Regional Government/Regional Development; Town/Parish Councils; Central Government and Quango employment agencies.
Types of Training	Include audio visual.
Availability	Include provision for shorter, business specific, Sessions.
All Headings	Remove reference to "other (please specify)"

239. LOCAL GOVERNMENT PENSION SCHEME

The Sub-Committee considered the report of the Corporate Director (Finance & External Services) on the need to review former policy decisions in respect of the Local Government Pension Scheme.

RECOMMENDED

That the policies previously agreed by the Council remain unchanged. (CD(F&ES))

240. LOCAL GOVERNMENT DISCRETIONARY PAYMENTS (AMENDMENTS) REGULATIONS 1999

NOTE: The Chairman admitted this item of business in view of the need for early publication of a policy document.

The Sub-Committee considered the report of the Corporate Director (Finance & External Services) on recent amendments to the Local Government (Discretionary Payments)(Amendments) Regulations 1999 and the requirement on Local Authorities to produce formal policies as to how they will apply the discretions.

Having obtained some report clarification from the Corporate Director the Sub-Committee agreed to adjourn the meeting for a 15 minute recess Upon re-convening it was.

RECOMMENDED

- (1) That the continuation of the policy to use actual pay in redundancy calculations be confirmed
- (2) That no change be made to the policy on added years in respect of retirement on the grounds of efficiency of the service.

(3) That with regard to the award of lump sum compensation payments, the Council continues its current policy based upon the payment tables provided for under the Employment Protection Consolidation Act 1978 which provides for a maximum 30 weeks payment

(4) That with regard to compensation for added years, each case be considered on its merits. (CD(F&ES))

241. APPLICATION FOR WAIVER OF PUBLIC ENTERTAINMENT LICENCE FEE - OPEN AIR PLAY, RAYLEIGH MOUNT

The Sub-Committee considered the report of the Head of Housing, Health & Community Care on the determination of an application for a Public Entertainment Licence fee waiver.

The Sub-Committee concurred with the view of a Member on the value of the proposed event to the public amenity, the financial risks being taken by the Southend Shakespeare Company, and.-

RECOMMENDED

That, as in the previous year, a 100% waiver be granted in respect of the Public Entertainment Licence fee for the open air play, Rayleigh Mount, Bellingham Lane, Rayleigh on 17th and 18th July 1999 (HHHCC)

242. MILLENNIUM CLOCK, RAYLEIGH

The Sub-Committee considered the report of the Head of Corporate Policy & Initiatives outlining an offer from Rayleigh Town Council to have the District Council's Coat of Arms placed on one side of the new Millennium Clock.

On a motion moved by Councillor V.H. Leach and seconded by Councillor Mrs. J.M. Giles, it was:-

RECOMMENDED

That the Council pursues the proposal for the District Council's Coat of Arms to be attached to one side of the new Rayleigh Millennium Clock but that an application be made to the Millennium Fund set aside by the County Council with regard to funding the cost of £1,025. (HCPI)

243. TRANSPORT PLANNER

The Sub-Committee considered the report of the Head of Corporate Policy & Initiatives outlining progress made to date in appointing a dedicated Transport Planner to take responsibility for preparing a transport strategy for the District.

During debate, the Chief Executive referred to current indications that the Government would be placing even greater emphasis on transport policy in the near future and to the value of ensuring the District was in a position to influence transport decisions.

Whilst it was disappointing that endeavours to fill the post had proved unsuccessful, Members accepted that the emphasis now needed to be on identifying a way forward which would allow appointment of someone able to contribute to this key area of work. During discussion, a number of Members raised concern at recent day to day interface with County Highways Officers and the importance of ensuring that District provided effective Officer representation at inter-Authority meetings. The Chief Executive undertook to review the situation in this regard.

RECOMMENDED

That a Senior Planner with expertise in transport planning matters be appointed within the Corporate Policy & Initiatives Division to be responsible for the preparation of the Council's transport strategy and to contribute as appropriate to other Council plans and strategies. (TP)(HCPI)

244. 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 7 of Part 1 of Schedule 12A of the Act.

245. SHOP PREMISES - 174 ROCHFORD GARDEN WAY

The Sub-Committee considered the confidential report of the Head of Legal Services on the need to determine the future of one of two lock-up shop premises on the Rochford Garden Way estate and possibilities with regard to class use.

At the commencement of this item the Chairman reported the latest views of the Local Ward Member.

During debate, the Sub-Committee recognised that the overriding objective should be to prevent Council property at this location coming into disuse and maintaining the provision of a community service in the area (which was key to the Council's Crime and Disorder strategy).

Responding to questions Officers advised on the precise nature of existing lease arrangements, including the duties of tenants and the Council. It was noted that Officers had informally reviewed possibilities with regard to community use. Whilst further investigations/consultation would need to be undertaken, there could be some scope for reviewing the requirements in respect of market rent.

Members agreed that the possibilities associated with considering properties in tandem should not be discounted and that it would be of value to review the possibility of providing shutters at the premises.

RECOMMENDED

(1) That, in consultation with Local Ward Members, Officers undertake a detailed review of the Council's shop premises on the Rochford Garden Way estate in terms of options for their future lease.

(2) That, in terms of the time factors involved, a meeting of the Urgency Sub-Committee of the Finance and General Purposes Committee be convened to consider the report. (HLS)

The meeting closed at 10.01 p.m.

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Chairman: CR/Keza Date: 20/7/1999



Rochford District Council
To the meeting of:

TRANSPORTATION AND ENVIRONMENTAL SERVICES

On: 15TH JULY 1999

Report of HEAD OF ADMINISTRATIVE AND MEMBER SERVICES

Title: MINUTES OF THE STAMBRIDGE SEWAGE TREATMENT WORKS
WORKING PARTY

Author: A Wyatt

Report Approved By:

At a Meeting held on 14th June 1999. Present: Councillors P.A. Beckers, D.M. Ford, Mrs. J.E. Ford, J.E. Grey, A. Hosking, Mrs. M.S. Vince and Mrs. M.J. Webster.

Apologies: Councillors K.A. Gibbs, B.R. Ayling and C.C. Langlands.

Advisers Attending - Mr. C. Hayes representing SludgeWatch, Mr. Bailey representing SludgeWatch and Mr. T. Coulson representing Stambridge Parish Council.

Apologies from Advisers - Mr. C. Keen representing South East Essex Friends of the Earth, Mr. J. Squire representing National Farmers Union.

19. APPOINTMENT OF CHAIRMAN

Councillor D.M. Ford was nominated Chairman for the remainder of the Municipal Year.

20. MINUTES

The Minutes of the Meeting held on 16th March 1999 were approved as a correct record

21. SLUDGEWATCH REPRESENTATIVE

Members agreed that for this Meeting only, Mr. Bailey would sit for the duration of the Meeting as the person most technically qualified from SludgeWatch to consider and debate the matter before Members

22. TERMS OF REFERENCE

Members noted the terms of reference relating to the Stambridge Sewage Treatment Works Working Party

23. WASTE MANAGEMENT LICENCE CONSULTATION

The Working Party considered the report of the Head of Housing, Health and Community Care which advised Members of consultation from the Environment Agency regarding Anglian Water Services application to the Environment Agency for a Waste Management Licence in respect of the keeping and treating of controlled waste at Rochford Sewage Treatment Works, Stambridge.

Members welcomed Mr Frank Saunders from the Environment Agency who had been invited to attend the meeting to answer Members' questions on the matter. By way of introduction Mr Saunders clarified the reasons why the pilot scheme had operated for so long without a Waste Management Licence. Members were advised that there had been a number of legal questions into the definition of waste and how this process was interpreted. Under normal circumstances the Environment Agency did not licence sewage treatment works, however given the nature of the scheme and the admixtures imported onto the site it was the Environment Agency's opinion that the process was licensable.

The aims of the Environment Agency on the issue of a licence was to ensure the following:-

- A greater degree of pathogen kill within the final project
- The reduction of odours and dust from the site.
- The safety of the product.
- The monitoring of the overall scheme.

In response to Members' questions the Working Party were advised of the following points:-

- The licence would not be issued until a response on the matter had been received from Michael Meacher who would be in receipt of his report on the safety of the product in the near future.
- The sources of material could not be restricted by the Agency. There was no indication in the application to say that sludge would be imported from anywhere other than the Rochford District and the Borough of Southend on Sea.
- Should there be any desire on Anglian Water's part to increase the size of the operation there would be a need for planning permission to be sought and this would provide some controls over sites spread and origin of imported materials etc.
- The Environment Agency were conscious of the problems experienced in the testing of the pipeline from Southend, using water. In respect of the 200m³ test with sludge, the Agency would need prior notification of this test. To date the test had not been carried out. The issue of importation of material by tanker was controlled by the number of vehicle movements permitted by planning permission.
- Part of the licensing process was to quantify hazards/risks posed by a scheme. Monitoring statements had been requested by Environment Agency which were still awaited. There would be a need to monitor the process constantly. One off exceedences would be looked into, however further occurrences could lead to enforcement action taken under the Environment Protection Act, each case being judged on its merits.
- In respect of the old material on the site it was the intention of Anglian Water to crush the compacted materials to enable its ease of use by purchasers. This material was being used on land in Suffolk and Norfolk. The same product had been sampled and was undergoing laboratory testing for the Environment Agency reports to Mr. Meacher.

In considering the above Members were of the opinion the following points were of concern.

- (i) Dust/odour/noise nuisance.
- (ii) The need to closely monitor the site (It was requested that where possible Rochford District Council be made aware of monitoring data).
- (iii) Whether there was in fact a market for the product.
- (iv) What would happen to the plant/material should the scheme be decommissioned.
- (v) The Health and Safety Executive's involvement with the enforcement of health and safety law.

Mindful of the Head of Housing, Health and Community Care's representatives' opinions in relation to the need to mitigate dust nuisance and after a motion put by Councillor Mrs. M.S. Vince and seconded by Councillor A. Hosking, amended by Councillor Mrs. M.J. Webster and seconded by Councillor J.E. Grey, it was

530

RECOMMENDED

- (1) That Officers investigate whether monitoring data relating to K Plus, released from Anglian Water to the Environment Agency could be passed to Rochford District Council on a regular basis.
- (2) That the licence be not issued until crop testing from Norfolk and Suffolk and the testing from the stockpile results were known. (HHHCC)

The Meeting closed at 10 15pm

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ROCHFORD DISTRICT COUNCIL

Minutes of the Finance & General Purposes Committee

At a Meeting held on 15th June 1999. Present: Councillors C R. Morgan (Chairman), R Adams, D.E Barnes, T G Cutmore, D F Flack, G Fox, Mrs. J.M Giles, Mrs H.L A Glynn, D.R. Helson, Mrs J Helson, V.D. Hutchings, V.H. Leach, Mrs S.J Lemon, T Livings, G A Mockford, Mrs W.M. Stevenson, R.E Vingoe, P F.A Webster, D.A Weir and Mrs. M A. Weir

Visiting: Councillors J.E Grey, C C. Langlands, P.D. Stebbing and Mrs. M J Webster

230. MINUTES

Resolved

That the Minutes of the Meeting held on 13th April 1999 be approved as a correct record and signed by the Chairman, subject to recommendations 3-7 of Minute 135 being shown as resolutions and resolution 7 being adjusted to refer to resolutions 5 and 6 rather than 4 and 5 respectively

231. MEMBERS' INTERESTS

The interests recorded in the Minutes to be received and considered were taken as read.

232. URGENCY SUB-COMMITTEE

Resolved

That an Urgency Sub-Committee be constituted comprising the Chairman and Vice-Chairman of this Committee together with one Member of the Liberal Democrat Group, to be nominated by the Leader of that Group. (HAMS)

233. TERMS OF REFERENCE

The Committee noted its Terms of Reference

234. REPORT OF URGENCY SUB-COMMITTEE - OUT OF HOURS CALL-OUT - CHUBB

The Committee received the report of the Head of Legal Services outlining the recent decision of the Urgency Sub-Committee that the Chief Executive be authorised to make arrangements for the out of hours call-out service to be provided by Basildon District Council for a period of 12 months and to report further in the Autumn cycle with regard to the implementation of a full new service

The Chief Executive reported verbally on recent information that Chubb, the supplier of the existing out-of-hours call-out service, was not withdrawing from service supply but transferring its business to a third party. In response to Member questions, he confirmed that the intention was to transfer the existing call-out number to the new arrangement and, should this not be possible, give sufficient publicity. The Chairman confirmed that account would be taken of the comment of a Member on the importance of ensuring elderly persons' organisations were furnished with the detail of arrangements should it be necessary to change the out of hours number

235. OUTSTANDING ISSUES

The Committee was satisfied that all necessary action had been taken. In response to a question, the Chief Executive advised that a letter outlining the current situation with regard to proposals for the refurbishment of public toilets in Rayleigh and Rochford would be included in the forthcoming Member distribution.

The Committee received a presentation on the Single Work Focused Gateway (now known as ONE) from David Whitman, Stuart Chapman and Joan Lambert of the project. The presentation covered the key objectives of the project, the basic principles and the differences which clients would experience. The overall objective was to move to a more streamlined and efficient system in which there was a single point of access to welfare and in which everyone who had the potential to work was provided with help to find it. A local implementation scheme had been established for the pilot site covering Southend, Chelmsford and Rayleigh. The site would go live on 28th June 1999 and work to date had seen an emphasis on the review of processes. It was hoped to extend the pilot to cover other areas of South East Essex, including Rochford where the Gateway organisers may wish to see a service offered from the Council offices.

In response to Member questions, the representatives advised/confirmed that:-

- (i) Advice staff were receiving intensive training and that benefit experts would be located with those staff. Advisers would have an overview of what could be claimed (rather than processing each claim).
- (ii) There was confidence that proposals would not compromise the service, which would appear seamless to users. The need to maintain home visiting was acknowledged.
- (iii) Under New Deal, four pilot schemes had been private sector led, the private sector being bound by the same rules of confidentiality as Government departments.
- (iv) Whilst funding provision had been made available to recompense Local Authorities, it was expected that, on occasions and during the implementation stage, senior local authority staff would be able to offer advice on a free of charge basis outside the funding arrangements.
- (v) Feedback and involvement from Local Authorities was welcomed.
- (vi) The potential requirement with regard to the provision of advice on housing benefit and council tax was under review.
- (vii) In terms of accommodation requirements project organisers had received early indication that space was not available within Rochford District Council premises.
- (viii) Whilst the need to consider various site possibilities had not been ruled out, Rayleigh Job Centre's accommodation should prove adequate.
- (ix) Whilst inter-agency working could sometimes be considered something of a "paper-chase", an objective was to provide a seamless service for clients.
- (x) Project organisers had recognised a need to address areas where service had been poor under previous arrangements.
- (xi) Advisers were appointed on the Civil Service Executive officer grade and, given the nature of the work, specific staff performance targets were not set.

During debate a Member expressed some concern that, at this stage, the Gateway team was unable to address concerns raised at a Meeting of the Committee held on 13th April 1999 with regard to the identification of work and costs which may be transferred to Local Authorities and problems which could be associated with the likely increase in the number of persons using District Council Offices to claim benefit. (Minute 136/99 refers). Specific reference was made to the need for detailed information on the number of staff which could actually be involved, possible hours of operation, the estimated number of visitors/catchment area and building work requirements (including telephone lines) insofar as they impacted on Rochford District.

In recognising that there would be a need for a further report to this Committee, the Gateway team confirmed that they would provide a written response to specific questions, including likely implementation costs given the District's small budget. The Chairman advised that no decision would be taken on any proposals until consideration had been given to the further report.

237. **RECOMMENDATIONS OF PARENT COMMITTEES**

The Committee considered the recommendations of the Parent Committees.

Committee	Date
TRANSPORTATION & ENVIRONMENTAL SERVICES	3rd June 1999

Minute 199 - First Stage Air Quality Review

Resolved

that approval be given to the introduction of an additional budget of £2,000 from contingencies for the first stage Air Quality Review (HHHCC)

COMMUNITY SERVICES	8th June 1999
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Minute 216 - Notice of Motion - Pooles Lane Recreation Ground Car Park

The Committee considered an addendum report from the Head of Leisure & Client Services detailing proposals, including costings of providing security gates for the Pooles Lane Recreation ground car park. The Chief Executive reported verbally on incident statistics received from the police.

Notwithstanding specific proposals, a number of Members commented on the perception that the costs associated with making arrangements for the opening and closing of car park gates were both varied and high. It was felt that a report back on the existing arrangements that the Authority has for locking various facilities would be of value.

Responding to questions, the Head of Financial Services indicated the factors associated with the estimates set out in the report and confirmed that there would be a need to review the Council's insurance policy in terms of the cover available for persons volunteering to lock gates. The Chief Executive commented that the report highlighted the costings which could be associated with individual approaches to contractors and the value of undertaking a corporate review of contracting arrangements. He confirmed that any decision to proceed with proposals would be expedited as soon as possible, subject to the outcome of consultation with the Parish Council/local residents.

On a motion moved by Councillor P.F.A. Webster and seconded by Councillor R. Adams, it was:

Resolved

That the proposals for installing a galvanised five bar 4.5 metre wide security gate, bollards and signage to the Pooles Lane Recreation ground car park at a cost of £600 be agreed, subject to opening and closing being carried out by agreement with either the Parish Council or local residents. (HLCS)

Minute 223 - Animal Welfare Licence Renewal Inspections

Resolved

That an additional budget of £1,500 for interim visits by the veterinary practitioner and £500 for additional overtime be approved (HHHCC)

Minute 224 - Crucial Crew

Resolved

That assistance with funding the 1999 Crucial Crew Initiative in the amount of £400 be agreed (HCPI)

238 MINUTES OF CORPORATE RESOURCES SUB-COMMITTEE HELD ON 9TH JUNE 1999

The Committee considered the Sub-Committee Minutes (appended to the signed copy of these Minutes) and Recommendations contained therein.

Minute 238 - Members Training and Development

Resolved

(1) That, in the first instance, all Members be asked to complete the proposed survey form under confidential cover with results fed back to the Sub-Committee to enable determination of the way forward.

(2) That, in the meantime, the Chief Executive ascertain costings which could be associated with the introduction of external training facilitators.

(3) That the proposed survey form be agreed, subject to the inclusion of a question to ascertain the views of all Members with regard to the use of external training facilitators and the following amendments:-

Survey Form Heading

Amendment

Role of Members

Provision for 'Managing the Authority' and further definition of the meaning of "policy formulation" and "business planning".

Access to Information
Technology

Include boxes to enable indication of either no experience in using a computer or no interest.

Training and Development

Define meaning of "personal safety" and elaborate on the term "use of information technology"

Include provision for Regional Government/Regional Development; Town/Parish Councils; Central Government and Quango employment agencies

Types of Training

Include audio visual

Availability

Include provision for shorter, business specific, Sessions.

All Headings

Remove reference to "other (please specify)"

Minute 239 - Local Government Pension Scheme

Resolved

That the policies previously agreed by the Council remain unchanged. (CD(FES))

Minute 240 - Local Government Discretionary Payments (Amendments) Regulations 1999

It was noted that recommendation (4) should have included appropriate reference to the 'interest of the service' and:-

Resolved

(1) That the continuation of the policy to use actual pay in redundancy calculations be confirmed.

(2) That no change be made to the policy on added years in respect of retirement on the grounds of efficiency of the service.

(3) That with regard to the award of lump sum compensation payments, the Council continues its current policy based upon the payment tables provided for under the Employment Protection Consolidation Act 1978 which provides for a maximum 30 weeks payment.

(4) That with regard to compensation for added years, each case of retirement in the interests of service be considered on its merits (CD(FES))

Minute 241 - Application for Waiver of Public Entertainment Licence fee - Open Air Play, Rayleigh Mount

Resolved

That, as in 1998, a 100% waiver be granted in respect of the Public Entertainment Licence fee for the Open Air Play, Rayleigh Mount, Bellingham Lane, Rayleigh, on 17th and 18th July 1999 (HHHCC)

Minute 242 - Millennium Clock, Rayleigh

RECOMMENDED

That the Council pursues the proposal for the District Council's Coat of Arms to be attached to one side of the new Rayleigh Millennium Clock but that an application be made to the Millennium Fund set aside by the County Council with regard to funding the cost of £1,025 (HCPT)

Minute 243 - Transport Planner

Resolved

That a Senior Planner with expertise in Transport Planning matters be appointed within the Corporate Policy & Initiatives Division to be responsible for the preparation of the Council's Transport Strategy and to contribute as appropriate to other Council plans and strategies. (TP)(HCPT)

Minute 245 - Shop Premises - 174 Rochford Garden Way

Resolved

(1) That, in consultation with Local Ward Members, Officers undertake a detailed review of the Council's shop premises on the Rochford Garden Way estate in terms of options for their future lease.

(2) That, in terms of the time factors involved, a meeting of the Urgency Sub-Committee of the Finance & General Purposes Committee be convened to consider the report. (HLS)

239. **APPOINTMENT OF COUNCIL'S SPOKESPERSON**

The Committee considered the report of the Corporate Director (Law, Planning & Administration) on the appointment of a spokesperson.

Resolved

(1) That the Chairman of the Finance & General Purposes Committee be the principal spokesman for the Council and he or his nominee be authorised to attend meetings to which an invitation has been extended to the Leader of the Council

(2) That all pertinent correspondence addressed to the Leader of the Council be copied to all Group Leaders for their information. (CD(LPA))

240. **BENEFIT, COUNCIL TAX, NATIONAL NON-DOMESTIC RATES AND DEBTORS -WRITE-OFFS**

The Committee considered the report of the Corporate Director (Finance & External Services) on cases of benefit, Council Tax, National Non-Domestic Rate debts written-off by the Corporate Director under delegated authority and those cases requiring Committee approval

Resolved

(1) That the items written-off under the Corporate Director's delegated authority be noted.

(2) That the items shown in Appendix B of the report be now written off in the accounts of the Authority 317(58). (CD(FES))

241. **ANNUAL REPORT ON TREASURY MANAGEMENT**

The Committee considered the report of the Corporate Director (Finance & External Services) on the Annual Report on Treasury Management for 1998/99 produced in accordance with the Council's Treasury Management policy.

Resolved

That the Annual Report be accepted (CD(FES))

242. **APPOINTMENT OF MEMBERS TO OUTSIDE BODIES/ORGANISATIONS AND ASSEMBLIES**

The Committee considered the report of the Head of Administrative & Member Services on the residual situation with regard to the appointment of Members to outside bodies and organisations and requests which had been received for Member representation on assemblies

Outside Bodies

A Member commented that it would be appropriate for future reports to detail the objectives/meeting arrangements of outside bodies. Reference was also made to the potential value of reviewing the number of outside bodies

Resolved

(1) That appointments be made to outside bodies as follows -

Organisation	Appointee
Association of Essex Councils	Councillor C.R. Morgan
Castle Point Post Office and Telecom Advisory Committee	Councillor P.A. Beckers
Coastal Issues Special Interest Group	Councillor Mrs. H.L. A. Glynn
Council for the Protection of Rural Essex	Councillor A. Hosking
Community Safety Member Steering Committee	Councillor P.D. Stebbins
Consortium of Essex Waste Collection Authorities	Councillor A. Hosking (to join Councillors R.S. Allen, V.D. Hutchings, V.H. Leach, G.A. Mockford Mrs. M.J. Webster)
Essex Arts Forum	Councillor R. Adams
Essex Heritage Trust	Councillor A. Hosking
Great Eastern Rail Forum	Councillor G.A. Mockford (to join Councillor K.A. Gibbs)
Hockley & Hawkwell Old Peoples' Welfare Council	Councillor Mrs. A. Hutchings
Hockley Community Centre Association Executive Committee	Councillor R.E. Vingoe
Roach Valley Conservation Zone Group of Representatives	Councillor R.E. Vingoe (to join Councillors J.M. Dickson, Mrs. E.M. Hart and A. Hosking)
Rochford District Arts Council	Councillor D.M. Ford (to join Mr. E.L. Francis)
South Essex Health Authority/District Joint Consultative Committee	Councillor V.D. Hutchings
Southend Airport Consultative Committee	Councillors Mrs. H.L. A. Glynn R.A. Pearson and D.A. Weir

(2) That remaining vacancies be referred to a future meeting for consideration.

Association of Essex Councils General Assembly

On a motion moved by Councillor D.E. Barnes and seconded by Councillor R.E. Vingoe, it was

Resolved

That one Member from each political group (nominations to be submitted by Group Leaders) be appointed to attend the Association of Essex Councils General Assembly.

Note: Pursuant to Standing Order 24(4) Councillor D.F Flack wished it to be recorded that he had voted against this decision.

East of England Local Government Conference

Resolved

That Councillor C R Morgan be this Council's representative at the East of England Local Government Conference

243 BLATCHES FARM, EASTWOOD

NOTE. The Chairman allowed consideration of this matter to be in public session in view of the public interest and on the basis that confidential elements of the report of the Head of Legal Services were not disclosed.

At the commencement of debate, the Chief Executive advised on the receipt of a letter from Rochford Parish Council indicating disappointment that the District Council was not considering purchase of the Blatches Farm land. The Chairman of the Council had also received a petition with regard to the site which, in accordance with Standing Orders, could be presented at the next Meeting of Full Council.

A Motion relating to the convening of a Working Party comprising interested parties with the objective of acquiring land at Blatches Farm for the benefit of the people of the area was moved by Councillor C.R Morgan and seconded by Councillor R.E Vingoe.

During debate, concern was expressed by a Member that the term 'acquire' could imply a commitment to purchase what was already public land. Reference was also made to the potential value of proposals made by the Woodland Trust. Other Members commented that the term 'acquire' did not tie the Council to a specific approach and that there was no reason why the Trust could not be included in the Working Party arrangements.

Reference was made to the likelihood that this was a final opportunity for the District to play a role in respect of this site and of the need to act promptly. The Chief Executive advised on indications received from Essex County Council with regard to their intention to market the land by the end of the month. In the past, requests for inter-authority Member level meetings on this site had been unsuccessful.

The motion was agreed and it was:-

Resolved

(1) That this Council set up a Working Party with the objective of acquiring the land at Blatches Farm for the benefit of the people of the area. The Working Party to involve all interested parties in the negotiations and to talk to the County Council, including contact with the appropriate County Committee Chairman.

(2) That District Council representation on the Working Party comprise two Liberal Democrat, two Labour, two Conservative and one Hockley Residents Association (Nominees to be supplied by Group leaders).

244 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 3, 5 and 8 of Part 1 of Schedule 12A of the Act.

FORMER PARK SCHOOL - FUTURE USE

The Committee considered the confidential report of the Chief Executive produced as a background paper to the Motion on land at the former Park School, Rawreth Lane, Rayleigh. The Motion, from Councillors E.L. Francis, C.I. Black, P.A. Beckers and Mrs. S.J. Lemon, had been referred from the last Meeting of Full Council for consideration by this Committee.

Members were pleased to note that it was now likely that a report would be submitted to a County Council Committee in June or July of this year aimed at setting-up a Member level Meeting between the County and District Councils.

An Addendum to the motion regarding the inclusion of a civic amenity centre at the site was moved by Councillor P.F.A. Webster and seconded by Councillor D.E. Barnes and accepted by Councillor Mrs. S.J. Lemon as one of the movers of the original Motion.

A Member commented on the value of specifying that the location of a civic amenity centre should be to the front of the site. Another Member felt that it was inappropriate to be too specific about site content at this stage. Reference was also made to forthcoming consideration of the Ecologica report and to the unique nature of the Park School site as a leisure/recreation facility. A Member expressed some concern at the lack of communication from the County Council with regard to Park School.

The Motion together with the Addendum was agreed and it was:-

Resolved

That Western Rayleigh and Rawreth have been badly affected in the last ten years by the amount of housing that was allowed by the District Plan. In particular, roads such as Rawreth Lane have become much busier, our Primary Schools have at times been under pressure and the general amenity of the area has suffered. There is also no need to allocate any more land for housing in our District.

For these reasons this Council totally opposes any use of the site of the former Park School for housing or industrial purposes. The Council considers that educational and recreational uses are best suited here and that part of the site should be used to provide a civic amenity centre. The Council will negotiate with the County Council and interested parties accordingly.

246. NATIONAL NON-DOMESTIC RATING DISCRETIONARY RATE RELIEF

The Committee considered the confidential report of the Head of Revenue and Housing Management on an application for Discretionary Rate Relief under Section 49 of the Local Government Finance Act 1988.

Resolved

That Discretionary Rate Relief be refused in respect of Application Ref DRR/01 (HRHM)

247 CONTRACT STANDING ORDERS

The Committee received the confidential report of the Head of Revenues and Housing Management detailing orders placed for the period to 31st March 1999 by the former Revenue Services Division.

248. **LOCAL GOVERNMENT FINANCE ACT 1988 - SECTION 49 HARDSHIP RELIEF**

The Committee considered the confidential report of the Head of Revenue and Housing Management on an application for hardship relief received under Section 49 Local Government Finance Act 1988

Members felt that on the basis of financial information received to date it would not be appropriate to grant relief. On a Motion moved by Councillor G. Fox and seconded by Councillor D F Flack, it was

Resolved

That hardship relief be refused in respect of Application Ref. H201. (HR&HM)

249 **TRANSFER OF LAND TO RAYLEIGH TOWN COUNCIL - LAND AT THE MILL HALL SITE**

The Committee considered the confidential report of the Head of Legal Services seeking approval for the transfer of the land adjoining the roundel and adjacent to 21 London Hill to Rayleigh Town Council to facilitate the development of this site as an educational/environmental centre.

Resolved

That a lease be granted for 125 years to Rayleigh Town Council for the land shown edged on the plan attached to the report, at the rental of one peppercorn as outlined in the report and on such other terms and conditions as agreed by the Head of Legal Services. (12000A)(HLS)

The Meeting closed at 11.00pm

ROCHFORD DISTRICT COUNCIL

Minutes of the Planning Services Committee

At a Meeting held on 17th June 1999. Present: Councillors R.E. Vingoe (Chairman), R. Adams, R.S. Allen, G.C. Angus, P.A. Beckers, C.I. Black, T.G. Cutmore, J.M. Dickson, D.F. Flack, D.M. Ford, Mrs. J.E. Ford, G. Fox, K.A. Gibbs, Mrs. J.M. Giles, J.E. Grey, Mrs. J. Hall, D.R. Helson, Mrs. J. Helson, A. Hosking, Mrs. A.R. Hutchings, V.D. Hutchings, C.C. Langlands, Mrs. S.J. Lemon, T. Livings, G.A. Mockford, C.R. Morgan, R.A. Pearson, P.D. Stebbing, Mrs. W.M. Stevenson, Mrs. M.S. Vince, Mrs. M.J. Webster, P.F.A. Webster, D.A. Weir and Mrs. M.A. Weir.

Apologies: Councillors D.E. Barnes, Mrs. H.L.A. Glynn and Mrs. E.M. Hart

250. MINUTES

The Minutes of the Meeting held on 27th May 1999 were approved as a correct record and signed by the Chairman.

251 MEMBERS' INTERESTS

Members' interests relating to the schedule of development applications and recommendations (Minute 253) were received as follows:-

Para. D1 - Councillors R.S. Allen, G. Fox, R.A. Pearson and P.D. Stebbing declared Non-Pecuniary Interests by virtue of their knowledge of the applicant.

Para. R2 - Councillors D.M. Ford and Mrs. J.E. Ford declared Remote Non-Pecuniary Interests by virtue of living near to the site.

Para. 4 - Councillors R.S. Allen, G. Fox, R.A. Pearson and P.D. Stebbing declared Non-Pecuniary Interests by virtue of using the Health Centre

Para. 5 - Councillor R.S. Allen declared a Non-Pecuniary Interest by virtue of being a sponsor of the Football Club, Councillor V.D. Hutchings declared a Non-Pecuniary Interest by virtue of his past involvement with the Football Club, Councillor R.A. Pearson declared a Non-Pecuniary Interest by virtue of his work as a football referee and Councillor P.D. Stebbings declared a Non-Pecuniary Interest by virtue of being Chairman of Great Wakering Parish Council.

Para. 6 - Councillor Mrs. J.M. Giles declared an Interest by virtue of her son's employment. A number of Members raised Non-Pecuniary Interests by virtue of being mobile phone users.

252. MR. MARK MANN

Members welcomed Mr. Mark Mann, Team Leader (North Area) from the Planning division who was attending his first meeting of the Planning Services Committee.

253. 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 since 27th May 1999.

Para. D1 98/00727/OUT - Land adj. Grosvenor House, Southend Road, Great Wakering.

Proposal - Outline application to erect agricultural Manager's dwelling (demolish existing bungalow) (revised application following refusal of OL/0013/98/ROC)

Resolved

(1) That the Corporate Director (Law, Planning & Administration) be instructed to negotiate a Section 106 Agreement in relation to this application to cover the demolition and removal from the site of the existing dwelling known as "The Bungalow", Southend Road, Great Wakering, to include the demolition of the integral air raid shelter.

(2) That subject to such agreement being completed to the satisfaction of the Director, the application be approved subject with the condition heads set out in the schedule

Para R2-98/00664/COU - 115 Southend Road, Rochford.

Proposal - Change of use of ground floor to 1-bed self-contained flat (retrospective application).

Amend Para. 2.7, 5th line to read "... it is in fact arguable that less problems may occur as a result of this change ..."

In noting the Officer's recommendation for approval, Members considered the loss of a retail unit and its effect on the neighbourhood shopping parade unacceptable as well as being in agreement with the County Surveyor's recommendation of refusal.

Resolved

That the application be refused for the following reasons:-

1) The change of use from retail to residential, if allowed, will exacerbate an excessive concentration of non-retail uses in this location, leading to the virtual loss of retail floorspace and creating "dead" frontage in this parade. This would further fragment and detract from the retail character of this parade leading to the erosion of the retail function resulting in the loss of convenient and important facilities for the neighbourhood.

2) The proposal does not provide for any on-site parking and this will lead to vehicles being parked on the highway thereby creating conditions of danger and obstruction to other road users to the detriment of general highway safety. Furthermore, any parking within the layby provided for short term parking for shop customers may well lead to customer vehicles being parked on Southend Road, thereby creating conditions of danger and obstruction to other road users and general highway safety.

Para. R3 99/00223/FUL - Travellers Joy, Downhall Road, Rayleigh

Proposal - Create new entrance porches, single storey (ground floor) front extension and internal alterations.

Add Conditions

4) Details of any externally sited electrical or mechanical plant or equipment shall be submitted to and approved in writing by the Local Planning Authority prior to their installation. The said plant or equipment shall be installed and retained in the approved form.

5) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995, the 91 existing car parking spaces, as well as the loading/unloading and turning space, shall not be used for any purpose (including a purpose ordinarily incidental to the enjoyment of the public house) which would impede the parking, loading/unloading and turning of vehicles.

REV

Add Informatives

1) For the avoidance of doubt, the applicant is reminded that the hardsurfacing of any of the grassed areas of the application site would be an engineering operation requiring planning permission.

2) The applicant's are asked in the interests of the amenities of local residents to ensure that the entrance doors are not left open when any music is audible outside the building which is generated from within it.

Resolved

That the application be approved subject to the conditions set out in the schedule including those outlined above.

Para. 4 - 99/00177/FUL - The Great Woking Health Centre, High Street, Great Woking

Proposal - Erect a two storey Health Centre (demolish existing Health Centre) and construct new parking area with ancillary works.

Add Condition

7) SC22 PD Restricted Windows (insert "above first floor finished floor level" and "west elevation")

Resolved

That the Corporate Director (Law, Planning & Administration) be instructed to determine the application on expiry of the Public Consultation period to include the conditions set out in the Schedule.

Para. 5-99/00133/FUL - Great Woking Rovers Football Club, Little Woking Hall Lane, Great Woking

Proposal - Erect covered terracing and toilet block.

Amend description to read as above.

Resolved

That the application be approved subject to the conditions set out in the schedule

Para. 6 99/00146/FUL - Lynwood Nurserys, Arterial Road, Rayleigh

Proposal - Erect 20 metre high monopole telecommunications mast and equipment cabin.

During discussion of this item, Members requested that Officers forward details of the National Radiological Protection Board Information Service to all Members. It was further noted that Informative 2 as outlined in the schedule should be Standard Informative 16 - Control of Nuisances. It was requested that the Health concerns in respect of Telecommunication Masts should be referred to the Community Services Committee for consideration, given the current scientific debate on the matter.

Add informative encouraging mast sharing.

Resolved

(1) That the Corporate Director (Law, Planning & Administration) be instructed to determine the application on expiry of the public consultation period to include the conditions and informatives outlined in the schedule as amended above.

(2) That the Health concerns in respect of telecommunication masts be referred to the Community Services Committee for consideration (HHHCC).

Para. 7 98/00618/COU - Land adjacent 20 Milton Close, Rayleigh

Proposal - Change use of highway land to residential garden with erection of brick wall 2 metres high.

Consideration of this item was deferred from Members' site visit

Resolved

That a Member site visit be arranged. (HAMS)

Para. 8 98/00523/FUL - Searles Yard, Tenders Avenue, Rawreth

Proposal - Erect barn for storage purposes (demolish existing buildings)

Resolved

That the application be approved subject to the conditions set out in the schedule.

The meeting closed at 8.55pm.

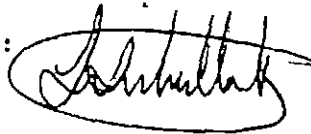
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RLV

SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY

PLANNING SERVICES COMMITTEE 17 JUNE 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 locals 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 application 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 17th June 1999

DEFERRED ITEMS

- D1 98/00727/OUT John Wood PAGE 2
Outline Application to Erect Agricultural Manager's Dwelling
(Demolish Existing Bungalow) (Revised Application Following
OL/0013/98/ROC)
Land Adjacent Grosvenor House Southend Road Great
Waking

REFERRED ITEMS

- R2 98/00664/COU Martyn Williams PAGE 8
Change Use of Ground Floor to 1-Bed Self-Contained Flat
(Retrospective Application)
115 Southend Road Rochford Essex
- R3 99/00223/FUL Kevin Steptoe PAGE 11
Create New Entrance Porches, Single Storey (Ground Floor)
Front Extension and Internal Alterations
Travellers Joy Downhall Road Rayleigh

SCHEDULE ITEMS

- 4 99/00177/FUL Anita Wood PAGE 14
Erect Two Storey Health Centre (Demolish Existing Health
Centre)
The Great Waking Health Centre High Street Great Waking
- 5 99/00133/FUL John Wood PAGE 18
Erect Covered Terracing, Toilet Block and Two Additional
Floodlight Columns.
Great Waking Rovers Football Club Little Waking Hall
Lane Great Waking
- 6 99/00146/FUL Anita Wood PAGE 22
Erect 20m High Mono-pole Telecommunications Mast and
Equipment Cabin
Lynwood Nurseries Arterial Road Rayleigh
- 7 98/00618/COU Anita Wood PAGE 26
Change Use of Highway Land to Residential Garden with
Erection of Brick Wall 2m High
Land Adjacent 20 Milton Close Rayleigh
- 8 98/00523/FUL Nick Barnes PAGE 30
Erect Barn for Storage Purposes (Demolish Existing Buildings)
Searles Yard Tenders Avenue Rayleigh

R.W.

Committee Report Deferred Item

D1.



Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**

On . **27th MAY 1999**

Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title **OUTLINE APPLICATION TO ERECT AGRICULTURAL
MANAGER'S DWELLING (DEMOLISH EXISTING BUNGALOW)
(REVISED APPLICATION FOLLOWING REFUSAL OF
OL/0013/98/ROC)
LAND ADJ. GROSVENOR HOUSE, SOUTHEND ROAD, GT.
WAKERING**

Author **John Wood**

Application No: **98/00727/OUT**

Applicant : **MORLEYS'NURSERIES**

Zoning **METROPOLITAN GREEN BELT, LANDSCAPE IMPROVEMENT
AREA**

Parish. **GREAT WAKERING**

Site Frontage: **21.5m** Depth **42.5m**

Deferred Report

- 1.1 This application was deferred at the last meeting for a Member site visit.
- 1.2 Members will recall the Officers update at the last meeting, confirming the awaited County Archaeologists view that the air-raid shelter is of no archaeological value and that its demolition should not be a particular problem. Also that an additional condition no 12 was recommended following discussions with a Member, to safeguard existing tree and hedge screening
- 1.3 The original report and recommendation (amended to take account of the above) is reprinted below for Members information

Planning Application Details

- 1.4 The proposal is to demolish an existing bungalow and build a replacement dwelling elsewhere within the nursery holding. The application is in outline form with approval being sought to the means of access only with siting, design, landscaping and external appearance being reserved matters

REV.

- 1 5 Although detailed siting is to be a reserved matter, the application does relate to an area of land at the eastern end of the frontage of the site measuring 21.5 metres by 42.5 metres. Access is to be from the rear of the site from within the established nursery holding via the existing main entrance from Southend Road. The applicants have stated in a letter that they would wish the dwelling to be a house to meet their family needs by separating day time and night time activities onto two floors. It is also pointed out that with the exception of the existing bungalow, all other dwellings on this stretch of road are houses, including three stories, and the footprint of a house would be considerably smaller than a bungalow.
- 1 6 The existing bungalow is located on the west side of the site access and is built around an old air-raid shelter on the south east corner of the dwelling. This shelter is used for storage. It is understood that the shelter may be difficult to demolish, however, the County Archaeologist is currently undertaking a study into such wartime structures and is to look into the desirability of preserving this one. An update on this possibility will be given at the meeting.

Relevant Planning History

- 1 7 The existing bungalow which it is proposed to demolish was extended by 35 sq. metres in 1988 with planning permission to provide a second bedroom and improved kitchen and bathroom facilities. This additional floorspace included the replacement of an existing 7.8 sq. metre extension.
- 1.8 An application for a further extension to the bungalow of 30 sq. metres to give three bedrooms was refused in May 1994 and a subsequent appeal was dismissed. The Inspector concluded that the extension would breach the Council's policy on the size of extensions permissible in the Green Belt and that the proposal would constitute inappropriate development which would harm its open character and no very special circumstances existed sufficient to justify it.
- 1.9 An application for an additional dwelling on the same site as the current proposal was refused by the Council in June 1998 following a Member site visit (OL/0013/98/ROC). Approval of this application would have resulted in three dwellings on the site as 2 already exist and it was considered to be excessive and unjustified and contrary to Green Belt policy. In addition it was considered that it would consolidate and emphasise the existing sporadic development in Southend Road and provide a precedent for further development and similar erosion of the countryside in the vicinity and elsewhere within the Green Belt areas in the District.

Consultations and Representations

- 1.10 **Great Wakering Parish Council** – no response
- 1 11 **Head of Health, Housing and Community Care** – no adverse comments subject to Standard Informative SI16 (Control of Nuisances).
- 1.12 **Environment Agency** – The septic tank and associated soakaway system shall not be sited within 10 metres of any ditch, pond or watercourse or within 50 metres of any well or borehole.
- 1.13 **County Highways** – No objection subject to no direct access to Southend Road and provision being made and maintained within the site for parking and turning of vehicles.

Material Planning Considerations

- 1.14 The principle planning considerations material to this application can be summarised as follows.-
- Green Belt policy in relation to the rebuilding of existing dwellings,
 - Construction of dwellings in the Green Belt for agricultural workers
- 1.15 This is an outline application to erect an agricultural manager's dwelling to replace a bungalow which has no agricultural occupancy condition, on the holding. There is also a second dwelling on the site, a larger property called 'Grosvenor House', which also has no agricultural occupancy condition.
- 1.16 The dwelling is proposed to be located at the eastern end of the frontage and vehicular access will only be via the existing nursery access and the internal circulation road at the rear. The site is well screened both on the road frontage and from the agricultural land to the east and currently forms part of a garden running eastwards from Grosvenor House.
- 1.17 Morleys Nursery is a family run concern and the applicant, Mr Wright (Junior) who currently lives in 'The Bungalow' to the west of the nursery entrance has primary management responsibility for the enterprise. Mr and Mrs B. Wright (Senior) live in the adjacent 'Grosvenor House' on the east side of the entrance and would like to consider a significantly reduced role in the management in the foreseeable future. In addition, they already share 'Grosvenor House' with their second daughter, who is also a partner, and her family.
- 1.18 In letters submitted with the application, the reasons given for requiring a replacement to the bungalow and why the existing cannot be rebuilt on the same site are that the existing dwelling is inadequate for the needs of the present occupiers only having two bedrooms; the site is constrained by surrounding nursery buildings and they are concerned about their children's safety in view of the proximity to the site access which results in the garden fence being regularly knocked down by large delivery vehicles. If permission is granted for the re-sited property, the intention is to demolish the existing bungalow and improve the access by making it easier and more attractive.
- 1.19 It is also claimed that the air-raid shelter adjoining the south east corner of the bungalow makes life in the existing dwelling more difficult and its use is limited as it has no natural light or ventilation. The continued presence and siting of this structure would limit the improvements that could be made to the access and the site generally were it to remain. It is considered essential therefore, that were permission to be granted that both the existing bungalow and air raid shelter should be demolished to bring about the necessary improvements and compensate for the new development being permitted in this Green Belt location.
- 1.20 It was also suggested to the applicant that the new dwelling could be sited adjacent to the east side of the existing 'Grosvenor House', but he does not consider this acceptable since this area, including the application site, forms part of the garden of Grosvenor House and to move the new dwelling adjacent to it would break into this garden area and unnecessarily reduce and spoil its amenities. Any new position would need to leave Grosvenor House with a good garden it is claimed.
- 1.21 There is no doubt that 24 hour on-site supervision is required for the proper functioning of the enterprise, and this is supported by an Agricultural Surveyor's report submitted with the application which concludes that 'a second dwelling' is necessary and sustainable for the nursery unit. Such supervision is already in place from the two existing dwellings on the site but the applicants feel that the site is vulnerable to vandalism and intruders particularly from the eastern boundary and the relocated new dwelling will improve security to this part of the site.

- 1.22 The provision of agricultural dwellings is permitted by Structure Plan Policy S9 if it can be shown that the worker must be resident on the holding and that *'any development which is permitted shall be of a scale, design and siting such that the appearance of the countryside is not impaired.'* Local Plan Policy GB3 is similarly framed, and the preamble also states that:-

'... the Local Planning Authority will expect such dwellings to be sited adjacent to existing groups of farm buildings or settlements...'

- 1.23 It could be argued that this application does not comply with this requirement but the applicant's reasons for wanting the new dwelling where it is proposed and not wishing to rebuild on the somewhat constrained existing site are set out above. It is also worth bearing in mind that a straight replacement dwelling on the same site would fall within the normal Green Belt rebuild policy GB8 without requiring any Agricultural justification
- 1.24 Regarding the size of the new dwelling that may be appropriate, in view of the fact that an appeal to enlarge the dwelling as it currently exists, which has already been extended by the amount permitted in the Green Belt, was dismissed on Green Belt grounds, it would not be appropriate for the replacement to be significantly larger. The existing potential rebuild size of the existing dwelling within policy and no agricultural occupancy condition is 119 16 sq. metres including the air-raid shelter. With an agricultural occupancy condition, it is considered that there may be justification for permitting an increase to 150 sq. metres, but subject to the proviso that the rights to extend under permitted development are removed.
- 1.25 The applicants have offered to enter into a S.106 agreement covering various matters, but it is considered that an agreement is only necessary to cover the removal of the existing bungalow, other matters being covered by conditions. Depending on the outcome of the County Archaeologist's investigations, this may or may not include the removal of the integral air-raid shelter as well.

Conclusion

- 1.26 This application falls between two Local Plan Green Belt policies, i.e. those permitting the rebuilding of existing dwellings in the Green Belt and the erection of new dwellings in the Green Belt if justified on agricultural grounds as an exception to normal policy.
- 1.27 Ideally, the new dwelling should be built on the site of the old, but in view of the constraints of the existing site and the limited opportunities alleged by the Applicant for siting the replacement elsewhere adjacent to existing buildings as required by the policy, it is considered that an exception may be justified in this case, especially as neither of the existing dwellings on the site are covered by an agricultural occupancy condition. Approval is therefore recommended

Recommendation that this Committee resolves:

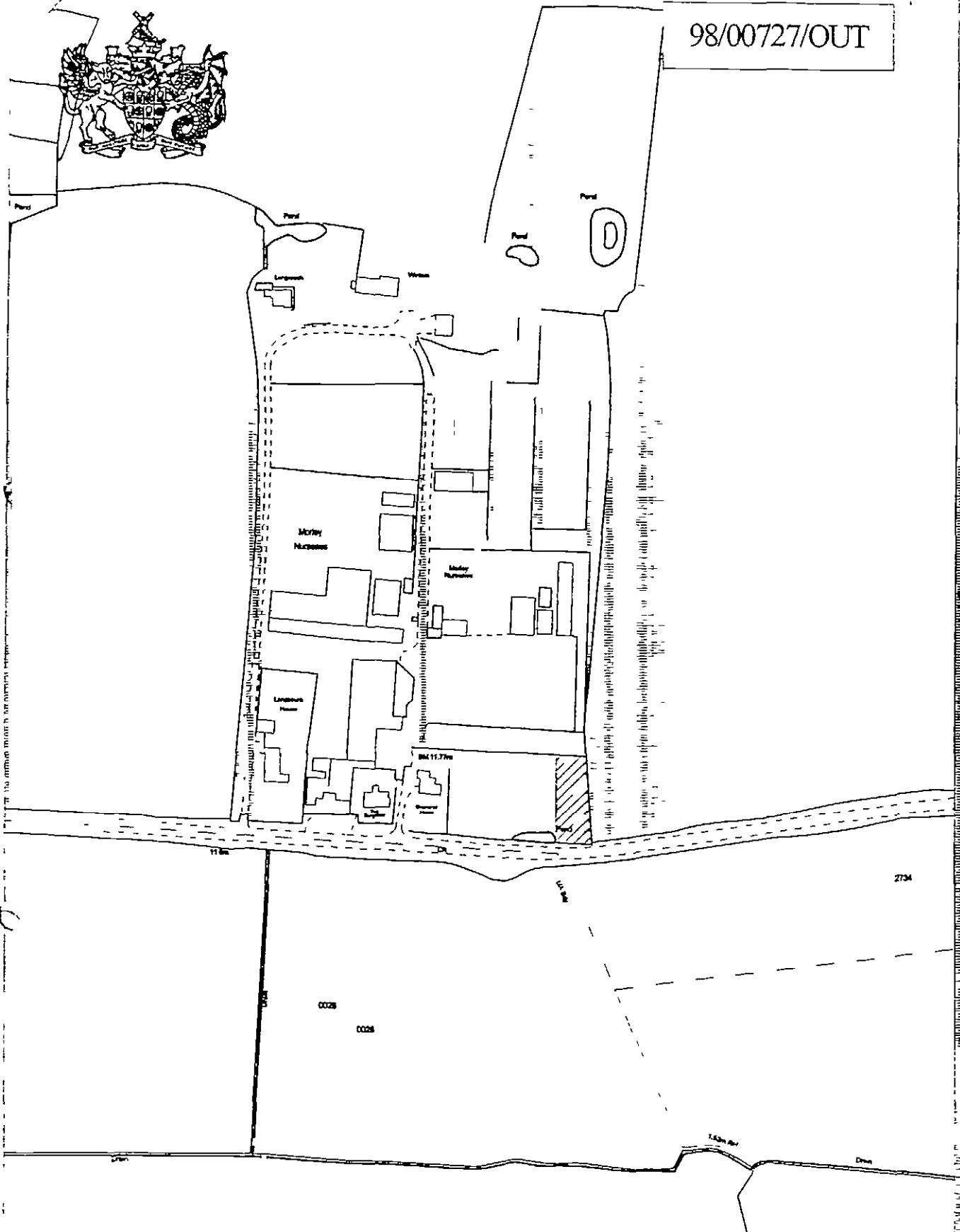
- 1.28 (i) That the Corporate Director (Law, Planning and Administration) be instructed to negotiate a Section 106 Agreement in relation to this application to cover the demolition and removal from the site of the existing dwelling known as 'The Bungalow', Southend Road, Great Wakering, to include the demolition of the integral air-raid shelter.
- 1.29 (ii) That subject to such Agreement being completed to the satisfaction of the Director, that the application be approved subject to the following condition heads -

- 1 SC1 Reserved Matters – Standard
- 2 SC3 Time Limits Outline – Standard
- 3 SC16 PD Restricted
- 4 SC44 Agricultural Occupancy
- 5 SC49 Means of Enclosure

REV.

- 6 SC58 Landscape Design – Details (Reserved Matters)
- 7 SC61 PD Restricted Access
- 8 SC75 Parking and Turning Space
- 9 The gross internal floorspace of the dwelling shall not exceed 150 sq. metres in area.
- 10 Prior to the occupation or within three months of completion (whichever date is sooner) of the dwelling hereby permitted, the existing dwelling including the air-raid shelter marked 'A' on the plan (No MOR.1/1197) returned herewith, shall be demolished and removed from the site. In any event, the existing dwelling shall be demolished and removed from the site within 15 months of commencement of construction of the new dwelling
- 11 The septic tank and associated soakaway system shall not be sited within 10 metres of any ditch, pond or watercourse or within 50 metres of any well or borehole
- 12 SC55 Hedgerow/Trees to be retained

98/00727/OUT



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Committee Report

Referred Item

R2.



Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**

On . **17th JUNE 1999**

Report of . **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title : **CHANGE USE OF GROUND FLOOR TO 1-BED SELF-CONTAINED
FLAT (RETROSPECTIVE APPLICATION
115 SOUTHEND ROAD, ROCHFORD**

Author . **Martyn Williams**

Application No **98/00664/COU**

Applicant : **H S PABIAL**

Zoning : **RESIDENTIAL**

Parish. **ROCHFORD PARISH COUNCIL**

Referred From Weekly List No 474

Referred by Councillor Mrs J. E Ford

- 2.1 **Rochford Parish Council** commented that this proposal results in the loss of a retail unit and comment on the lack of onsite parking.

NOTES

- 2.2 This application is for the change of use of the ground floor from a retail shop to a residential flat, although the physical conversion has taken place, the flat remains unoccupied. The first floor has already been in such use originally serving the shop below.
- 2.3 This small local parade of nine shops is allocated for residential purposes in the Local Plan falling within a wholly residential area. It is not a neighbourhood shopping area specifically identified in Policy SAT4.
- 2.4 The nine units in this parade currently comprise 2 shops (A1 uses), 3 vacant units, 3 hot food premises (A3 uses) and 1 unit no. 123 converted to full residential use without requiring planning permission as previously only one room was used for retail purposes and the change was not considered a material change of use.
- 2.5 Permission was also granted in 1998 at a nearby premises at 2 Sutton Road for a change of use from ground floor shop to residential accommodation.

A handwritten signature in dark ink, appearing to be 'J. E. Ford'.

- 2 6 The retail part of the application unit has stood vacant for quite some while, as two others also continue to do so in this small parade served by a very narrow and evidently little used rear access track. There are some units with overgrown rear yards but only two out of the nine have laid out gardens
- 2.7 Seven of the nine have no 'on-site' parking, only the two end units assessed from the side roads enjoy this provision. There is a daytime 'restricted waiting' lay-by to the front that would be available for visitors outside of peak periods 'On-street' parking in immediately adjoining residential streets already occurs but it is considered that this modest proposal will not add significantly to that situation. It is in fact arguable that problems may occur as a result of this change of use given the potential of a retail operation. When the unit was in retail use it would have far greater potential to generate more vehicular visits than is ever likely to arise with a one bedroom flat. Neither is there likely to be any other adverse effect on the amenity of surrounding residential properties in the vicinity with a change from commercial to a residential use.
- 2 8 Minor front elevation changes are involved for the inclusion of a second separate entrance door. The existing 50 – 60sq m rear yard to 115 should provide acceptable amenity space to both the existing and proposed unit and it is included within the application site.
- 2.9 The high vacancy rate for units in this parade, its allocation for Residential purposes in the Local Plan and the absence of demonstrable harm to the amenity of the area, make it unlikely that the retention of the retail use of this unit could realistically be sustained through the planning appeal process
- 2 10 **Essex County Council (County Surveyor)** recommends refusal of planning permission as the proposal does not provide for any on site car parking, which will lead to displacement of customer's vehicles from the short term customer bay in front of these units.
- 2 11 **The Head of Housing Health and Community Care** has no adverse comments.

APPROVE

- 1 No occupation of the ground floor flat hereby approved shall take place until the entire rear yard has first been converted to and made available for sitting out/amenity space in equal provision for both flats. This provision shall be either in a communal form or two separate areas, one for each individual unit, the details of which shall be submitted to and agreed in writing by the Local Planning Authority. That amenity space shall thereafter be permanently retained and kept available at all times for amenity use by the occupants of both flats



98/00664/COU

Area Between
Road
(98)

Rock
Dance
Orchestra
Fellowship

LEICESTER AVENUE

QUEEN ELIZABETH CHURCH

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Committee Report Referred Item

R3.



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**

On **17TH JUNE 1999**

Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title : **CREATE NEW ENTRANCE PORCHES, SINGLE STOREY (GROUND FLOOR) FRONT EXTENSION AND INTERNAL ALTERATIONS TRAVELLERS JOY, DOWNHALL ROAD, RAYLEIGH**

Author **Kevin Steptoe**

Application No **99/00223/FUL**

Applicant **GREENE KING PUB CO.**

Zoning **RESIDENTIAL**

Parish **RAYLEIGH TOWN COUNCIL**

Referred From Weekly List No. 474

Referred by Councillor Mrs S J Lemon

NOTES

- 3 1 The proposals would involve the creation of two new porch entrances to the pub. That facing London Road would comprise an entrance lobby between an outer and inner set of doors. To the Down Hall Road a projecting canopy over a new set of double doors would be provided.
- 3 2 The front extension involves a flat roofed projection of 3.9m depth and approx 11.7m total width along the frontage of the building facing diagonally to the junction of London Road and Down Hall Road. This would be of a similar style to the existing ground floor flat roofed projections to either side of where the new part is to be sited.
- 3.3 The new extension would be located on an area that is currently paved, enclosed with bollards and used as a sitting out area. It is not located on any of the site that is used for car parking. After a revision to the elevational detail the windows to the front elevation of the extension are to be provided with a similar glazing style to that which exists in the remainder of the front elevation.
- 3 4 In addition internal alterations are proposed.

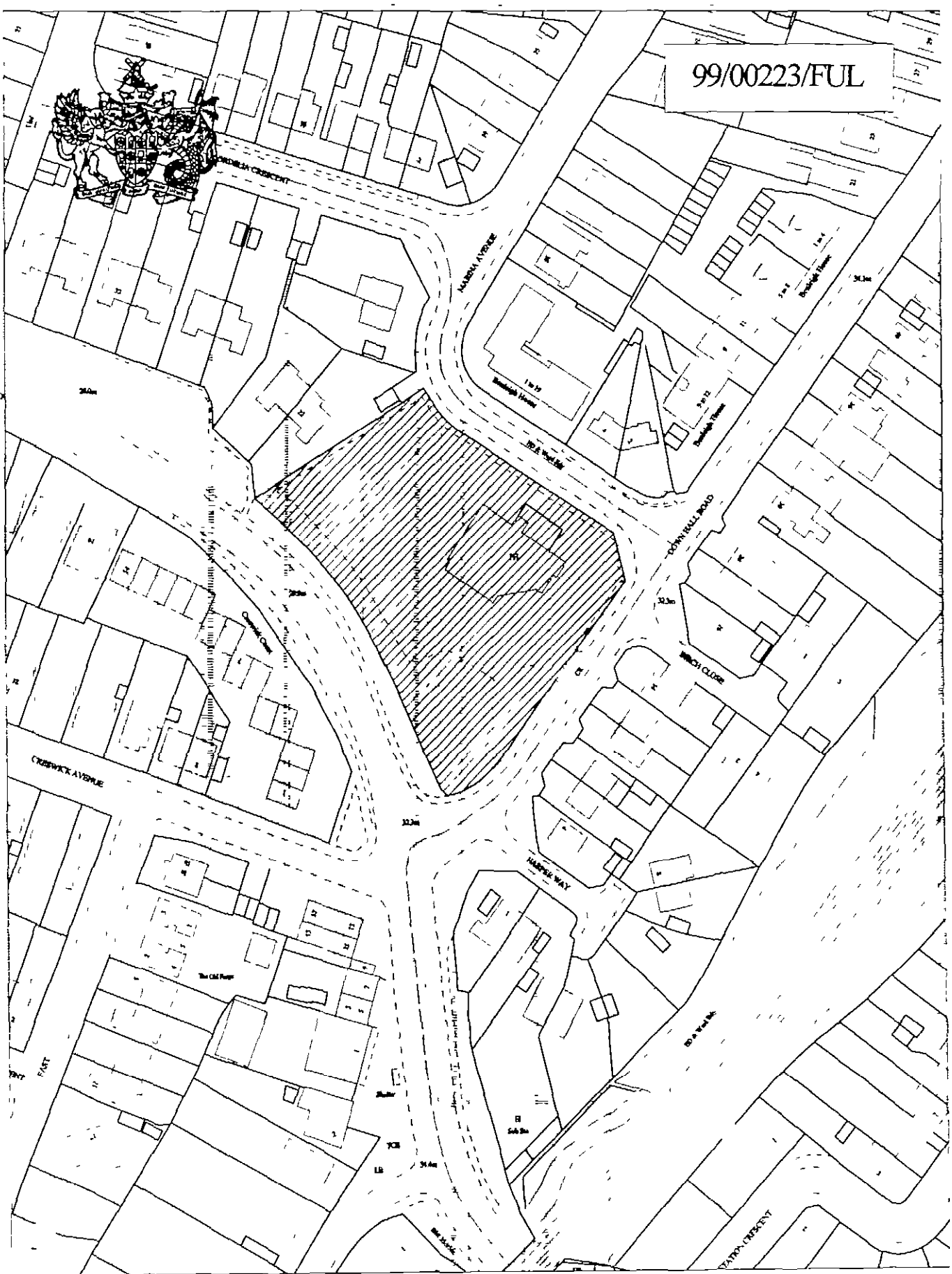
- 3.5 The Rayleigh Civic Society indicates that the glazing for the new extension should match that of the existing first floor. (This is now achieved following the revision referred to above) It makes no comment in relation to the porches and internal alterations.
- 3.6 The County Surveyor raises no objections
- 3.7 One local resident has responded to neighbour notifications objecting on the basis that the proposals have the potential to create more noise, bring that noise closer to local residents and result in more vehicles going to and from the pub. It will result in an unfavourable balance between the reasonable right of householders to enjoy acceptable residential amenity and the ability of the pub business to continue to operate. Present experience of the operation of discos and sports nights at the pub indicates that the operators show little consideration to potential problems.

APPROVE

- 1 SC4 Time limits - Standard
- 2 SC15 Materials to Match (Externally)
- 3 There shall be no access to the roof area of the extension hereby permitted for any purpose other than for maintenance reasons unless otherwise agreed in writing by the Local Planning Authority.

REV.

99/00223/FUL



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Committee Report

4.



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**
On **17th JUNE 1999**
Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title : **ERECT TWO STOREY HEALTH CENTRE (DEMOLISH EXISTING HEALTH CENTRE) AND CONSTRUCT NEW PARKING AREA WITH ANCILLARY WORKS
THE GREAT WAKERING HEALTH CENTRE, HIGH STREET, GREAT WAKERING**
Author : **Anita Wood**

Application No **99/00177/FUL**
Applicant **DR'S J. F.FREEL & M.A. SAAD**
Zoning **EXISTING RESIDENTIAL**
Parish **GREAT WAKERING PARISH COUNCIL**

Planning Application Details

- 4.1 Following the reporting of this application as a fast track item to Members on the 29th April Committee, the comments and points that were raised have been taken into account by the applicants and a revised scheme has been produced and is the subject of this report
- 4.2 Members main concerns were related to the design, scale and siting of the building and the possible detrimental impact upon the immediate residential vicinity. These issues were discussed at a meeting attended by the officers, local Members, a representative from the Parish Council and the applicants. To a certain extent the Local Planning Authorities concerns mirror reconsideration of the scheme by the applicants due to costs. It should be noted that even though the scheme has been revised the proposal still has the long-term prospect of employing 10 or more persons.
- 4.3 The application site is that of the original Health Centre which is located between two residential dwellings on the north side of Great Wakering High Street and backs onto the recreation ground

Relevant Planning History

- 4.4 The original health centre was granted permission in 1952 with permission given for an extension and car park in 1953

- 4 5 The application for a temporary building for use as a Doctors Surgery during the construction period was granted permission recently via the Weekly List.

Consultations and Representations

First Round

- 4 6 The original scheme received the following responses,
- 4.7 Essex County Council (**County Planner**) from a policy perspective raises no objection to the proposal
- 4 8 The **Environment Agency** raises no objection to the proposal.
- 4 9 The **Head of Housing, Health and Community Care** has no adverse comments in respect of the application subject to a condition requiring a method statement, and a scheme for the suppression of dust be added to any grant of consent. In addition an informative on the control of nuisances shall also be added
- 4.10 The **South East Essex Health Authority** are in full support of the application.
- 4.11 **Anglian Water** (Developer Services) raises no objection to the proposal
- 4.12 Six neighbour letters from properties adjacent to and opposite the site have been received all of which mainly focus their points on loss of views, the design of the proposed building, the loss of two trees and possible traffic and parking problems for this part of Great Wakering High Street.

Second Round

- 4 13 The reconsultation period on the revised plans expires on 18 June, the following responses have been received so far
- 4.14 The **Head of Housing, Health and Community Care** has no adverse comments in respect of the application subject to a condition requiring a method statement, and a scheme for the suppression of dust be added to any grant of consent. In addition an informative on the control of nuisances shall also be added.
- 4.15 The **Environment Agency** raises no objection to the proposal

Material Planning Considerations

- 4.16 The initial scheme has been revised to incorporate the comments raised in the committee meeting of 29th April as well as to meet the budget of the applicants
- 4.17 The revised scheme remains two storey but has been redesigned. The front elevation comprises three elements, created by a variation in materials an open porch Both the use of materials and the design is now in character with the existing buildings in the area, the roof is also more conventional with flying hip ends. The materials proposed are brick, shiplap boarding and pantile roof.
- 4 18 Whilst the size of the proposed health centre has been reduced greatly from the original scheme, the internal floorspace still comprises of consulting rooms, training/conference rooms, storage, a dispensary and facilities such as toilets, a child play area and a lift.

4.19 The revised scheme has relocated the building within the plot and is sited 4.5m away from the boundary and along a similar building line to the adjacent residential property (number 284 High Street). This has mainly been possible due to the reduced bulk of the building compared to the original scheme, which had a footprint of 414.4sqm whereas the revised scheme is 323.76sqm. Two parking spaces have also been relocated away from the rear side boundary of No 284 and replaced with a shrub bed.

4.20 At current there are 15 existing parking spaces on site and the proposed scheme would increase this level to 32 spaces with an additional two disabled parking spaces adjacent to a ramped access to the building and a third disabled parking/ambulance space. The car-parking standard for health centres is dependent on staffing levels and the number of consulting rooms. Considering the proposal this would require a level of parking for a minimum of 22 spaces and so the proposed level would seem more than satisfactory.

4.21 An area of landscaping is proposed to the front and left-hand side of the proposed health centre (and an ornamental tree to the front of the site is also to be retained if structurally possible). There is also a line of shrubbery to the rear of the site between the building and the car park.

Conclusion

4.22 The revised scheme has reduced any detrimental impact either within the street scene or to the residential amenity of the adjoining neighbours to a minimum through amending the siting, design and bulk of the building. The level of car parking is far greater than at present and more than sufficient for the proposal with scope for any increased use of the site in the future.

4.23 The proposed health centre has also been designed with additional facilities to better serve the community. For example disabled access and parking, child play area, dispensary and additional consulting rooms and health services.

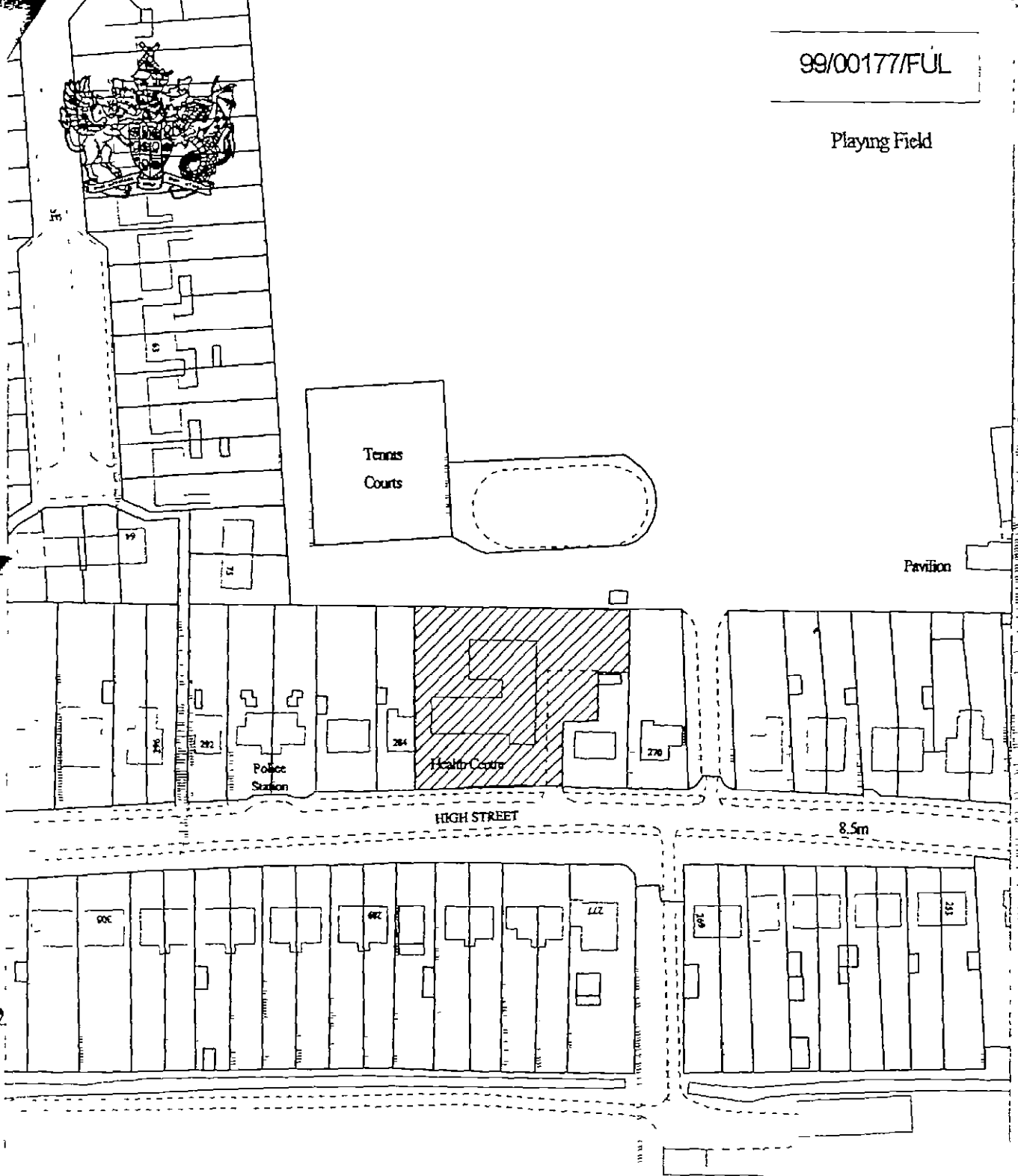
Recommendation that this Committee resolves

4.24 The Corporate Director (Law, Planning and Administration) be instructed to determine the application on expiry of the consultation period including the following conditions:

- 1 SC4 Time Limits – Full Standard
- 2 SC14 Materials to be used
- 3 SC79 Car Parking – delineated
- 4 SC85 Method Statement
- 5 SC59 Landscape Design – Details
- 6 No development shall commence before a scheme for the control and suppression of dust emissions during the demolition and construction phases of development shall be submitted to and agreed in writing with the Local Planning Authority prior to any works commencing

99/00177/FUL

Playing Field



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Committee Report

5.



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**
On **17th JUNE 1999**
Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title **ERECT COVERED TERRACING, TOILET BLOCK AND TWO
ADDITIONAL FLOODLIGHT COLUMNS
GREAT WAKERING ROVERS FOOTBALL CLUB, LITTLE
WAKERING HALL LANE, GREAT WAKERING**
Author **John Wood**

Application No **99/00133/FUL**
Applicant **GREAT WAKERING ROVERS F.C.**
Zoning **ALLOTMENT GARDENS**

Planning Application Details

- 5.1 The proposal is to erect a stand to provide covered terracing which will be centrally situated adjacent to the southern touchline. In addition, it is proposed to erect a free-standing toilet block in the north east corner of the ground, about 12 m. west of the existing clubhouse near the northern touchline.
- 5.2 The new stand will have capacity for about 300 spectators on 6 standing terraces and measure 25m wide by 4.3m. deep. It will have a sloping roof constructed of plastic coated profiled sheet steel, 4.3m high at the highest point, with brick walls at the lower level. The toilet block will be constructed in similar materials.
- 5.3 The application originally included the erection of two additional floodlight masts but these have been deleted from the current proposals as the details were not at a sufficiently advanced stage. It is understood that the provision of the other facilities which remain in the application cannot admit of delay however, as they should be in place before the start of the new season. The additional floodlights will therefore need to be the subject of a separate future application if the club wishes to pursue them.

Relevant Planning History

- 5.4 The Club is situated on what was formerly allotment land, change of use to a football ground having been granted in 1985. Subsequent applications have been approved for changing facilities and a function room and covered spectator enclosures. The existing floodlights were approved in 1992.

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Consultations and Representations

- 5.5 **Great Waking Parish Council** – supports this application.
- 5.6 **Essex County Council (Trading Standards – Safety at Sports Grounds)** – No comment since this is not a regulated stand for the purposes of the legislation as the capacity is below 500.
- 5.7 **Anglian Water** – No building shall be erected within 3 metres of the public sewer crossing the site.
- 5.8 **Head of Housing, Health and Community Care** – reports that there is potential for increased levels of noise and disturbance arising from this development which are unlikely to be controlled by existing environmental health legislation. Should Members be minded to approve this application, recommends SC43 (Amplification prohibited) and SI16 (Control of Nuisances)
- 5.9 A total of 27 letters have been received from members of the public, 20 of which were stereotyped, all objecting strongly to the proposal on the following grounds -
- 5.10
- The football ground is changing its nature from an amateur boys club appropriate to a village to a full grown semi-professional stadium out of character in this rural location in Gt. Waking. To allow these proposals will only consolidate this trend.
- 5.11
- The club car park is inadequate for the traffic generated and severe parking congestion results in Little Waking Hall Lane which is a public footpath.
- 5.12
- The existing floodlights have not been shielded and are used outside the hours and on more days a week than permitted by the planning conditions imposed when they were originally approved. They therefore result in unacceptable light pollution and prevent children from sleeping
- 5.13 There is general noise, disturbance, vandalism and bad language emanating from the club and its patrons attending the football matches and from the discos and parties and other social events that are also held in the clubhouse

Material Planning Considerations

- 5.14 The main issues to be considered in this case are:
- 5.15
- Whether further consolidation of the football ground is appropriate in this rural location,
- 5.16
- Whether the proposal will exacerbate traffic congestion and parking problems and generally give rise to further detriment to the amenities of nearby residents.
- 5.17 It is understood that Great Waking Rovers achieved promotion at the end of last season and need to carry out certain ground improvements to meet the more stringent requirements of the higher league in which they will be playing this year.
- 5.18 The football ground itself is not in the Green Belt but adjoins Green Belt land to the north. The pitch is surrounded by 2.4m. high horizontal close boarded fencing and the whole ground has a generally well maintained neat and tidy appearance.
- 5.19 The new stand will replace an existing ground level, covered spectator area measuring 15m. long x 2.5m. deep x 2.4m. high, and will incorporate the existing dug-outs which have been moved from the northern touchline. The stand will complement the seated facility that already exists on the northern touchline, which is slightly higher than that now proposed. The design is considered to be appropriate for this type of football spectator accommodation.

Conclusion

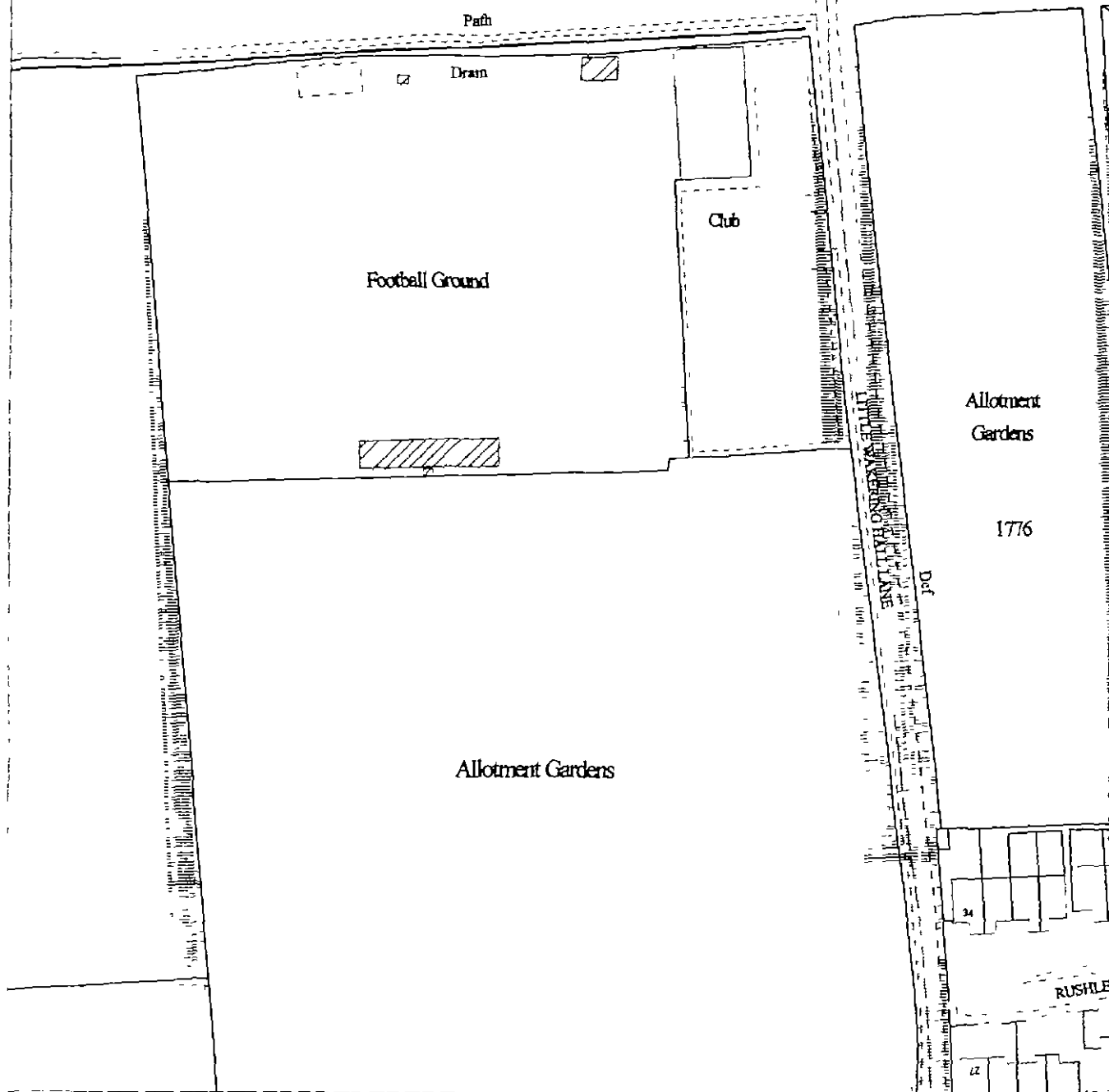
- 5.20 The football ground is situated some 100 metres from the nearest residential properties and the new stand will be approximately 150 metres from the nearest house. In view of its relatively low height, it is not considered that it will be visually intrusive and its construction may contain and reduce some of the spectator noise.
- 5.21 The area of the football ground is not being increased and the construction of the terracing may even reduce the theoretical capacity of the ground overall. It may therefore be difficult to argue that any additional parking accommodation is required as a result of this proposal which is replacing an existing facility.
- 5.22 As far as problems and non-compliance with conditions arising from the existing floodlights are concerned, this matter is currently being investigated as a separate matter. It would appear sensible and logical for the question of floodlighting to be addressed as a whole if it is intended to pursue the provision of additional floodlights, since no doubt alterations to the existing luminaires may be required if extra lights are to be installed. This course of action has been recommended to the Club's agent, but the contraventions arising from the existing lights will be pursued independently, particularly if it seems that the overall approach is not to be adopted within a reasonable timescale.
- 5.23 Whilst it is considered that approval can be recommended in all the circumstances it may well be that there is a limit to the consolidation on this site, in view of the alleged problems that already arise due to the site's somewhat isolated and sensitive location and the limited nature of the access and parking.

Recommendation that this Committee resolves:

- 5.24 That the Corporate Director (Law, Planning & Administration) recommends approval subject to the following conditions being agreed:-
- 1 SC4 Time Limits - Standard
 - 2 SC14 Materials to be Used (Externally)
 - 3 SC43 Amplification Prohibited



99/00133/FUL



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Committee Report

6.



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**
On : **17th JUNE 1999**
Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title . **ERECT 20M HIGH MONOPOLE TELECOMMUNICATIONS MAST
AND EQUIPMENT CABIN
LYNWOOD NURSERIES, ARTERIAL ROAD, RAYLEIGH**
Author : **Anita Wood**

Application No **99/00146/FUL**
Applicant **VODAFONE LIMITED**
Zoning **METROPOLITAN GREEN BELT**
Parish **RAYLEIGH TOWN COUNCIL**

Planning Application Details

- 6.1 This application proposes a 20m high monopole telecommunication mast with associated equipment cabin and compound at the base. The mast is to be located at Lynwood nurseries, Arterial Road, Rayleigh.

Relevant Planning History

- 6.2 The Nursery has an extensive planning history that mainly focuses on investigations and lawful use applications to establish the use of the land and buildings for various commercial uses. There have also been applications to erect a stable block (995/89/ROC) and also to change the use of a storage warehouse into stables, and the erection of a fenced area, keeping of horses and floodlighting (0011/94/ROC). However, none of these matters are particularly relevant to the current telecommunications proposal.

Consultations and Representations

- 6.3 **Rayleigh Town Council** raise no comment or observation.
- 6.4 **Essex County Council (County Surveyor)** raises no objection to the application.

- 6.5 The **Head of Housing, Health and Community Care** has no objections in principle subject to two informatives being added to any grant of consent. These are SI28 Standard Telecommunications Informative and SI16 Control Of Nuisances

Castle Point Borough Council makes no objection

The **Health and Safety Executive** make no observations on the application.

There have also been three neighbour letters received objecting to the proposals. Two of the letters are from the two properties adjacent to the site whilst one is from a property in Kenmar Close, of the Eastwood Road. The main points of objection are the health and safety issue, loss of view, concern over further development and highway safety.

Material Planning Considerations

- 6.6 Planning Policy Guidance Note 8 (PPG8) – Telecommunications is the relevant Central Government Guidance that relates to the provision of telecommunications apparatus. The guidance sets out the considerations in respect of the Telecommunications Code Systems Operators licence requirements, the technical limitations in siting the apparatus, and the development control considerations that the Local Planning Authority may apply to an application for planning permission.
- 6.7 Telecommunications Code Systems Operators licensed under the Telecommunications Act 1984 have a legal obligation to provide a comprehensive national coverage in response to customer requirements of service and quality. The system is demand-led and inadequate coverage can lead to the sanction of license withdrawal. The guidance in PPG8 specifically identifies this requirement as a material planning consideration and emphasises that such technical considerations as network coverage be taken into account when determining telecommunications applications.
- 6.8 PPG8 also states that each application should be determined in accordance with the provisions of the Development Plan unless material considerations indicate otherwise. Policy PUI of the Rochford District Local Plan First Review 1995 is of principle relevance to this application. The policy relates specifically to Telecommunications Operators equipment and has three main facets – to avoid the duplication of masts, to minimise the unsightliness or intrusion especially in areas designated for their importance, and, to utilise existing structures or buildings where appropriate.
- 6.9 Each of these areas are more fully explained below;

1. Siting and Design

- 6.10 The mast is sited approximately 200m from the A127, to the east of a collapsed greenhouse existing on site. This point is approximately 65m away from the nearest residential units (namely the bungalow and the cottage) which are located adjacent to the entrance to the site from the A127. The site is also a minimum of approximately 240m from the properties off of Eastwood Road, along Kenmar Close, Lynwood Close and Bartletts. This site is not located within a Landscape Improvement Area or a Special Landscape Area but simply as Metropolitan Green Belt.
- 6.11 In the wider setting, the area comprises open treed countryside and the land level at this point falls away from the urban edge of Rayleigh down towards the A127 and rises again towards Castle Point District. In such a natural hollow the mast will have less visual impact viewed against the treed background. The site is screened from the A127 by a line of trees and the whole area is partly covered by trees and partly open.

- 6.12 To the east of the site is a designated public footpath that runs from the Arterial Road north to Eastwood Road. The mast would be visible from the footpath, however, it is considered that the design is such that would have a minimum impact.
- 6.13 The design of the mast is that of a monopole, the antennae fixture thereon comprises three cross-polar antennas 'back to back' which reduces the visual impact of the facility compared to other headframe arrangements. Around the base of the mast is located the equipment cabin which is 2.9m high within a compound 6.5m by 7.2m enclosed by concrete posts 2.4m high and chain link fencing with 3 No strands of barbed wire for added security.

2. Need

- 6.14 It is stated that there is at current a coverage 'hole' on the A127 between Eastwood to the east and the intersection with the A129 to the west. It is stated that the proposed site at Lynwood Nurseries will fulfill Vodafone's coverage objectives for the area.
- 6.15 Vodafone also argue that the height of 20m is required to clear the trees bordering the A127 which are quite dense in parts and provide continuous coverage along the A127. There is also no existing infrastructure i.e. a building rooftop or water tower in the search area where Vodafone could locate its installation.

3. Alternative Sites

- 6.16 The applicant states that an alternative site at Lower Wyburns Farm was investigated, where a computer prediction was made based on an antenna height of 24m & 27m. The site was discounted as it was too far west of the target area. The mast height required to clear the trees would result in a high visual impact both from the A127 and from the residential areas to the north. The open fields to the north would also give insufficient screening.

Conclusion

- 6.17 The siting and design of the telecommunications mast is considered to be acceptable in this location both in the sense of its wider impact on visual and residential amenity and in relation to those dwellings located nearby.

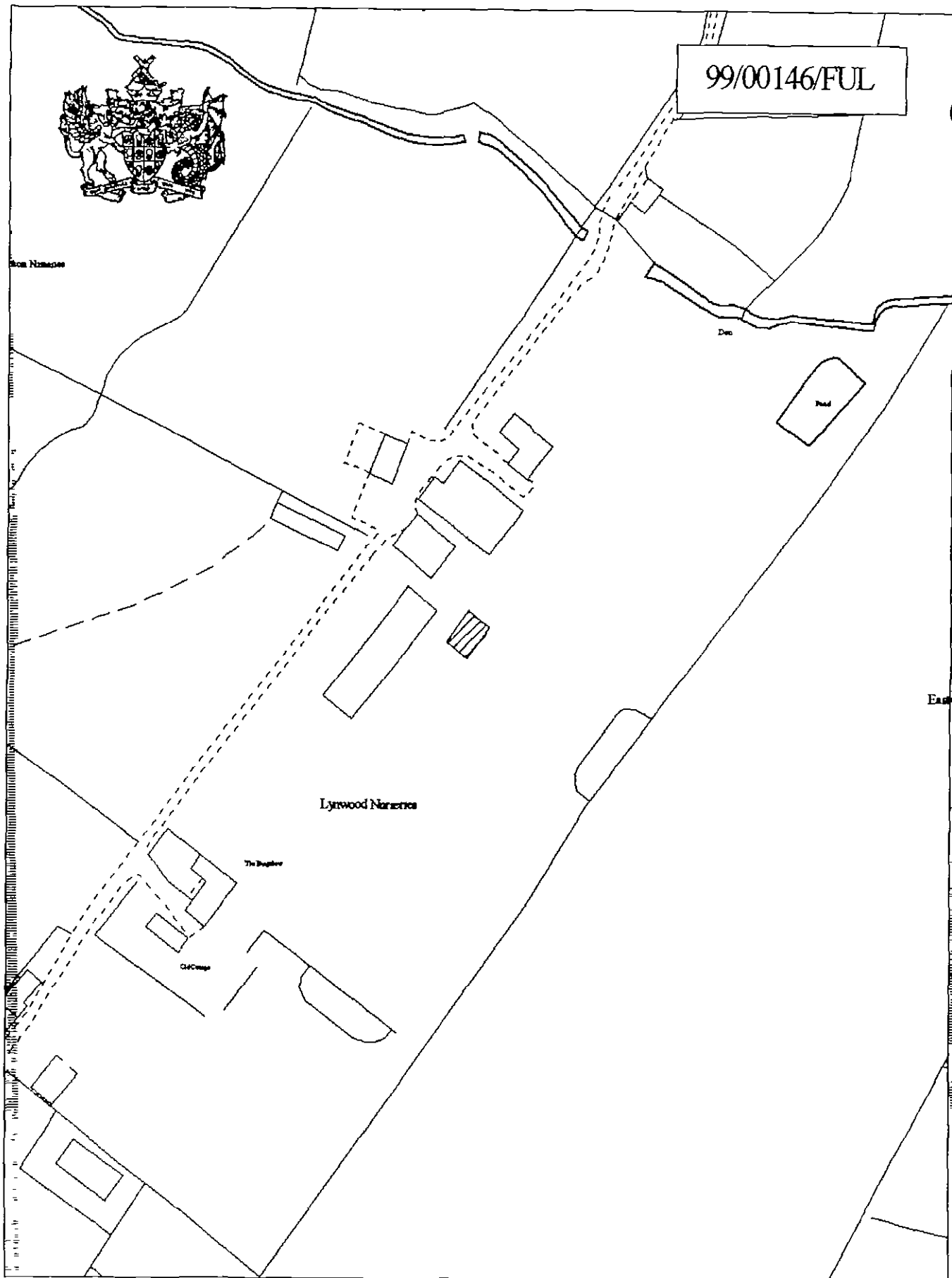
Recommendation that this Committee resolves:

- 6.18 The Corporate Director (Law, Planning and Administration) be instructed to determine the application on expiry of the public consultation period including the following conditions.

- 1 SC4 Time Limits - Full
- 2 SC14 Materials to be used - colour of equipment cabin.

Informatives

- 1 SI28 Telecommunications
- 2 SI26 Control of Nuisance



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Committee Report

7.



Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**

On : **17th JUNE 1999**

Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title : **CHANGE OF USE OF HIGHWAY LAND TO RESIDENTIAL GARDEN WITH ERECTION OF BRICK WALL 2M HIGH LAND ADJACENT 20 MILTON CLOSE, RAYLEIGH**

Author : **Anita Wood**

Application No **98/00618/COU**

Applicant : **MRS CATHERINE ROBINSON**

Zoning : **EXISTING RESIDENTIAL**

Parish **RAYLEIGH TOWN COUNCIL**

Planning Application Details

- 7.1 The application site is a property located on the junction of Milton Close and an access road. The application proposes to change the use of a strip of land outside the property boundary from highway land to residential.
- 7.2 Part of the parcel of land subject of this change of use to the East of the property is also to be enclosed by a 2m high brick wall and used for parking purposes. This area is to be accessed via the garage access road and was introduced as a revision to the original scheme due to the responses gained from the consultations.
- 7.3 The property also has a garage to the rear of the site also reached from the access road. Milton Close is part of the main estate road serving this housing area, and as such the view and appearance along the frontage of the site is important, however, this part of the site is not proposed to be enclosed, and Conditions 3 and 7 refer. The character of the flank frontage facing the access road is however, very different, it comprises a very 'hard appearance' of either garages right up to the access road or approx. 2m fencing.

Relevant Planning History

- 7.4 This site has no previous planning history

Maternal Planning Considerations

- 7.9 The main consideration is the relevance of the proposal to the current development plan, Rochford District Local Plan (First Review) 1995. In addition there is also case histories on other similar types of proposal
- 7.10 The site is designated as within an area of existing residential development and within the relevant chapter of the Local Plan there is policy H26 directly relating to the enclosure of grass verges

▪ **Enclosure of Grass Verges**

Policy H26 of the Local Plan was introduced, as there were an increasing number of applications in recent years from householders wishing to bring into their ownership highway grass verges to form part of their private gardens. This policy has many criteria which have to be provided for and this application does so as follows.

i. The contribution made by the site to the general amenity and character of the area.

The application site is part of a housing estate given outline planning permission in April 1970 with reserved details approved in March 1971. The land was part of the original housing layout yet there is no condition on either the outline or reserved matters approval to retain the land for amenity purposes. The cobbled area was a part of the original landscaping scheme though. There are no trees on this strip of land and the side road is used as an entrance to the garages of properties off Milton Close. It is difficult to argue that this piece of land at the side that is to be enclosed, fulfills a necessary function as amenity land.

ii. The contribution made by the site to the overall design, layout and symmetry of the estate or locality,

Number 20 Milton Close is part of a row of four terraced properties and as such number 16 has a similar arrangement. However, the landscaping scheme from the original layout of the housing estate shows no clear pattern or arrangement and it could be argued that the strip of land in question makes no key contribution, particularly that element at the side to be enclosed.

iii. Highway safety,

Since the County Surveyor holds no objections to the proposal as long as the conditions advised are fulfilled clearly it is considered there is no detriment to highway safety.

iv. The design of any enclosure, wall or fence,

The area to be enclosed is to be done so by a 2m high brick wall. The materials and design of the wall can be agreed with the Local Planning Authority so as to ensure a high standard of design and the longevity of the wall.

vi. The retention of important amenity trees

There are no trees on the area of land proposed to be enclosed.

vii. The relevant provisions of Appendix 1.

The provisions of Appendix 1 continues the themes and objectives of policy H26 with regard to the design and layout of an estate and its general character, highway safety means of enclosure and the retention of trees. All of which have been dealt with in the text above.

▪ **PAST CASES**

There have been past cases elsewhere in the District which on their merits have been found to be acceptable or not depending on the particular circumstances involved. The most notable case of relevance here was on this estate not far away.

ROC/76/87, Change of use of highway land to residential garden and erect 2 metre close boarded fence, 11 Blackmore Walk, Rayleigh.

7.11 This site is within the same estate and was similarly a corner property. The application was refused on the grounds that the application would detract from the open character and appearance of the estate as well as giving rise to a precedent for other development elsewhere in the locality.

7.12 The application was then taken to appeal where it was allowed.

Conclusion

7.13 20 Milton Close is situated on a modern housing estate which in part is laid out on the principle of pedestrian walkways to the front and vehicular access at the rear. The application site adjoins an access road to the garages of the properties located along Popes Walk and Barrymore Walk. The fronts of the properties have an attractive character with grassed areas and maintained front gardens. It is important that the grassed area should be retained. However, the area that is proposed to be enclosed is currently cobbled, hard landscaping in relatively poor condition which is related to the more enclosed vehicular side of the houses, characterised by a hard appearance of either garages or fences.

7.14 The question of precedent has been taken into consideration although the estate only has limited areas of similar design but each case would be dealt with on its merits.

Recommendation that this Committee resolves.

7.15 That the Corporate Director (Law, Planning and Administration) recommendation of approval subject to the following heads of conditions is agreed.

- 1 SC4 Time limits – full standard
- 2 SC14 Materials to be used
- 3 No vehicles shall be parked on the area shown hatched on the approved plan.
- 4 SC68 Vehicular access – details
- 5 SC66 Pedestrian visibility splays
- 6 SC75 Parking & Turning Space (amended)

No development shall commence, before precise details (including surface finish) of the provision for the parking of vehicles within the site have been submitted to and approved in writing by the Local Planning Authority. The site shall not be used for parking before any scheme of details as may be agreed in writing with the Local Planning Authority, has been implemented in its entirety and made available for use. Thereafter, such provision shall be retained and maintained in the approved form and used for no other purpose which would impede the parking of vehicles.

- 7 SC19 PD Restricted Fences
- 8 SC16 PD Restricted - Hardsurfacing

98/00618/COU



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Committee Report

8.



Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**
On . **17th JUNE 1999**
Report of . **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title **ERECT BARN FOR STORAGE PURPOSES . (DEMOLISH EXISTING BUILDINGS)**
SEARLES YARD, TRENDERS AVENUE, RAWRETH
Author ; **Nick Barnes**

Application No. **98/00523/FUL**
Applicant **SEARLES RECLAMATION AND SALVAGE**
Zoning . **METROPOLITAN GREEN BELT, LANDSCAPE IMPROVEMENT AREA**
Parish **RAYLEIGH TOWN COUNCIL**

Planning Application Details

- 8.1 The proposal involves the demolition of two existing and rather unsightly structures and their replacement with a more traditional building clad in black weatherboarding with a clay tile roof
- 8.2 Whilst the ridge height of the replacement at 5 metres (16.4 feet) is taller than highest part of the existing buildings at 3.31 metres (10.85 feet) the floor area covered is identical. The original drawing had indicated a ridge height of 6.7 metres (almost 22 feet) but this was reduced following negotiations with the applicants
- 8.3 The building will be used for the same purposes as the existing i.e. the storage of building materials in connection with the lawful use of the site as a demolition contractors yard.

Relevant Planning History

- 8.4 This site and the yard to the south has a long and complex planning history involving established use claims and protracted enforcement investigations culminating in 1993 with a major Public Inquiry into the service of enforcement notices. The outcome of that Inquiry led to the up holding of one of the enforcement notices for the manufacture and retailing of wooden furniture and then the later issue of a Lawful Development Certificate for the use of the site as demolition contractors yard (LDC/0321/94/ROC refers).

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- 8.5 Very few of the buildings on site, including those now proposed to be replaced, were the subject of express planning permission although they were, and continue to be, immune from enforcement action by virtue of the "four year rule" i.e. they have been in existence in excess of four years

Consultations and Representations

- 8.6 Rawreth Parish Council – no objections to original or revised plans
- 8.7 Essex County Planner (Specialists Archaeological Advisor) confirms the moated site to the west of the site will not be affected by the development and therefore has no objections
- 8.8 No objections have been made by the Environment Agency, Anglian Water, the County Surveyor or the Head of Housing Health and Community Care although the latter suggests the imposition of standard informative no. SI 16 (Control of Nuisances)

Material Planning Considerations

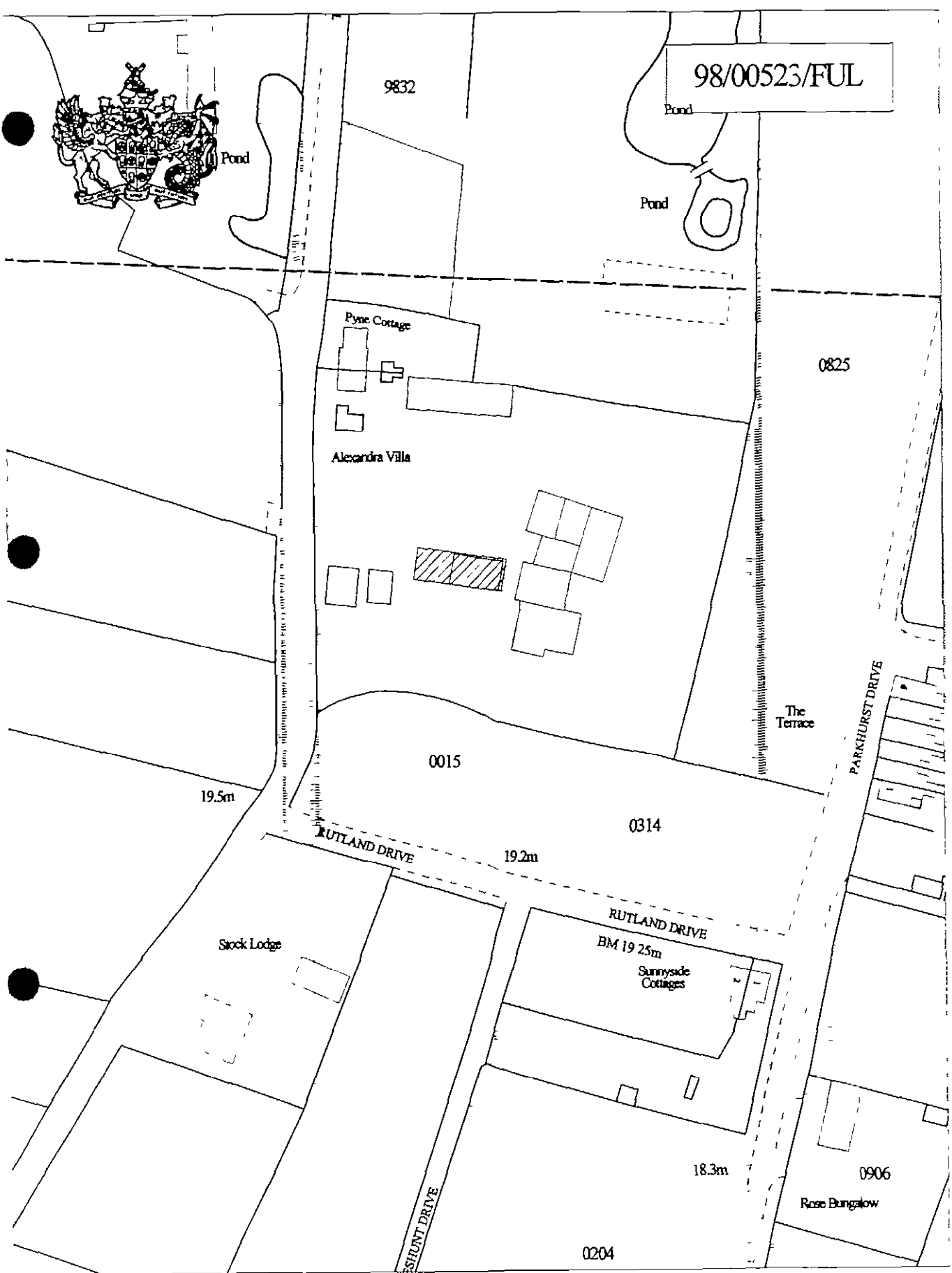
- 8.9 The main issue in this case revolves around whether such development is appropriate in the Green Belt and whether there are any exceptional reasons why such works would be acceptable
- 8.10 Clearly, if this were a greenfield site Green Belt policy would normally dictate that such works should be refused. However, as will be apparent from the above the site has a long established and lawful commercial use with a number of existing buildings thereon. Many of these buildings are of a poor design being constructed mainly of corrugated metal sheeting. If permitted, the proposed will result in the removal of two such structures and their replacement with a well designed building having the appearance of a traditional Essex barn. As such this will enhance the appearance of the area and although slightly taller will be of the same area as the existing.
- 8.11 As also mentioned above, from discussions with the applicants the originally proposed height has been reduced and indications are that this is the first of a number of applications to rationalize the layout of the site. In the long term the view being taken is to replace the considerable amount of unsightly buildings with more appropriate ones and provide proper on site parking and servicing areas. Indeed it is suggested that one or two additional parking spaces be provided under recommended condition number 5 as a commencement to this concept.

Conclusion

- 8.12 In view of these factors and the lack of any objection from any other source it is felt that such works are acceptable in the Green Belt. Appropriate conditions can be imposed as listed below to ensure that the use of the building does not alter the overall situation on the site and the general appearance of the site is enhanced.

Recommendation that this Committee resolves:

- 8.13 The Corporate Director (Law, Planning and Administration) recommends that this application be approved subject to the following conditions:
- 1 SC4 Time Limits Full
 - 2 SC10 Removal of Buildings
 - 3 SC14 Materials to be used (externally)
 - 4 SC 25 PD Restricted – Uses
 - 5 SC75 Parking and Turning Space



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DELEGATED PLANNING DECISIONS - 17 JUNE 1999

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

Application No . 98/00721/FUL Decision : **Application Permitted**
Location 25 Hawkwell Park Drive Hockley Essex
Proposal : Erect Two Storey Side and First Floor Rear Extensions Form Rooms in
Extended Roofspace with Dormers to Front and Rear. Ground Floor Bay
Window
Applicant : Mr And Mrs Faraway

Application No : 98/00734/FUL Decision . **Refuse Planning Permission**
Location 24 The Chase Rayleigh Essex
Proposal : Erect Dormer Window Extension to Rear
Applicant Mr & Mrs Varrow

- 1 The proposed dormer, which would form an unattractive and bulky extension to the dwelling, would be clearly visible from Leslie Road, a public thoroughfare, and as a result would negatively impact upon the street scene. It also fails to respect the scale, form and character of the existing building and does not maintain substantial roof verges to the top and bottom of the dormer. It is therefore not in accordance with the design guidance given in policy H9 and A1 4.10 of the Rochford District Local Plan First Review which state that "In proposals involving rooms in the roofs of dwellings, any projecting walls or windows shall respect the scale, form and character of the existing or proposed dwellings and shall ensure that substantial roof verges are maintained at the sides and below any projecting dormer".

This application is judged to be contrary to this guidance

Application No . 98/00735/FUL Decision : **Application Permitted**
Location : Linden Lodge Church Walk Rochford
Proposal : Erect Substantial Ground Floor Swimming Pool Enclosure With
Utility/Sitting Room Link.
Applicant . Mr & Mrs N Rothnie

Application No : 99/00039/FUL Decision **Application Permitted**
Location . 23-25 Spa Road Hockley Essex
Proposal : Variation of Condition 04 Attached to Planning Permission Ref
CU/0105/98/ROC To Allow Bank Holiday Opening
Applicant : Mr C Walker

Application No : 99/00074/REM Decision : **Application Permitted**
Location Land Corner Anchor Lane/ Rowan Way Canewdon
Proposal . Erect 3 x 2 Bed Terraced Houses (Demolish Existing Garage) (Revised
Submission Following Application Ref RM/0546/98/ROC)
Applicant : C Franklin

Application No : 99/00105/FUL Decision : **Application Permitted**
Location : 54 Rectory Road Rochford Essex
Proposal : Ground Floor Side and Rear Extension (Demolition of Existing Store and Car Port)
Applicant : Mr A Morley

Application No : 99/00183/FUL Decision : **Application Permitted**
Location : The Grange Lower Road Hockley
Proposal : First Floor Extension to Rear. Detached Double Garage Ground Floor Extension to Form Link to Existing Games Room
Applicant : M Beal

Application No : 99/00197/FUL Decision : **Application Permitted**
Location : 4 Silverthorne Close Rochford Essex
Proposal : Extension to Existing Front Dormer Window to Form Additional Room.
Applicant : Mr & Mrs Elvidge

Application No : 99/00210/FUL Decision : **Application Permitted**
Location : 9 Tudor Way Hockley Essex
Proposal : Single Storey (Ground Floor) Rear Extension
Applicant : P Waters

Application No : 99/00214/FUL Decision : **Application Permitted**
Location : 40 Mornington Avenue Rochford Essex
Proposal : Ground Floor Rear Extension (Conservatory)
Applicant : Mr M Packer

Application No : 99/00215/FUL Decision : **Application Permitted**
Location : 30 Glebe Drive Rayleigh Essex
Proposal : Pitched Roof Over Existing Ground Floor Extension Porch
Applicant : Ian Harrold

DELEGATED BUILDING REGULATIONS DECISIONS

REJECTIONS

17 June 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
99/132	18/20 South Street Rochford	Conversion Back into Residential Dwelling
99/148	Leyland Farm Lower Road Hockley	Detached Farm House
99/171	48 Southbourne Grove Hockley	Rooms in Roof
99/172	15 Canute Close Canewdon	Room in Roof
99/180	Land Adjacent 17 Star Lane Industrial Estate Star Lane Great Wakering	Erect Frame Industrial Building
99/190	83 Grasmere Avenue Hullbridge	Rear Extension and Window to Flank
99/191	7 Windsor Gardens Hockley	Rooms in Roof
99/196	12 Woodlands Avenue Rayleigh	Two Storey Side Extension
99/199	5 Roach Avenue Rayleigh	Side Extension and Rear Dormer Extension
99/200	8 Warners Bridge Chase Rochford	Side and Rear Extensions and Rooms in Roof
99/202	30 Hillcrest Road Hockley	Two Storey Side Extension

99/211

2 Wheatley Close
Rochford

Loft Conversion

99/212

52 Kingswood Crescent
Rayleigh

Single Storey Rear Extension and
Dormers in Front Elevation to Enlarge
Existing Eaves Space



DELEGATED BUILDING REGULATIONS DECISIONS

APPROVALS

17 June 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
98/508 A	197 Eastwood Road Rayleigh	New House
99/005	226 Greensward Lane Hockley	Single Storey Side Extension
99/114	35 Wellsfield Rayleigh	Garage Conversion to Playroom
99/117	100 Oxford Road Rochford	Convert Existing Roof From Hip to Gable and Create Two Bedrooms and One Shower Room Within
99/132	18/20 South Street Rochford	Conversion Back into Residential
99/165	Homelea Canewdon Road Rochford	Partial Demolition and Rebuild of Rear Extension
99/192	109 Southend Road Rochford	Internal Alterations
99/205	Rosemaie Arterial Road Rayleigh	Single Storey Rear Extension
99/206	110 Burnham Road Hullbridge	Extend Dormer on Front Elevation
99/207	108 Burnham Road Hullbridge	Extend Dormers on Front and Rear Elevations and Extend Garage
99/208	2 Edward Close Rochford	Single Storey Rear Extension
99/209	Rose Cottage Durham Road Rochford	Demolish Existing Bungalow and Attached Garage and Erect Replacement Bungalow with Garage
99/223	11 Little Wheatley Chase Rayleigh	New House

99/245	12 Glenwood Avenue Hockley	Two Storey Extension
99/259	21 Woodlands Avenue Rayleigh	Dining Room Extension to Rear
99/266	54 Ashingdon Road Rochford	Side Extension to Form Kitchen and Store
99/273	45 Central Avenue Rochford	Bungalow and Garage
99/72A	2 Claybrick Avenue Hockley	Front and Rear Extensions and Internal Alterations
99/75	5 East Street Rochford	New Dwelling
99/277	Downhall ATE 25/31 London Road Rayleigh	Installation of Telecommunications Equipment
99/296	Berrys Arcade High Street Rayleigh	Security Screens
99/268	15 Milton Close Rayleigh	Side Extension to Form Garage, Playarea & Kitchen/Diner
99/221	26 King Henrys Drive Rochford	Two Bungalows
99/220	Tarramurra Princess Road Rayleigh	Four Bungalows

chairman:

RCV Joe

date:

8th July 99

Committee Report

3



Rochford District Council
To the meeting of:

TRANSPORTATION & ENVIRONMENTAL SERVICES

On: **15TH JULY 1999**

Report of: **HEAD OF ADMINISTRATIVE AND MEMBER SERVICES**

Title: **MINUTES OF THE URGENCY SUB-COMMITTEE**

Author: **A. Wyatt**

Report Approved By:

A handwritten signature in black ink, appearing to be 'A. Hosking', written over a horizontal line.

At a Meeting held on 22nd June 1999. Present: Councillors A. Hosking, V.H. Leach, D.A. Weir.

Visiting Members by Invitation - Councillors Mrs. H.L.A. Glynn and R.E. Vingoe.

1 APPOINTMENT OF CHAIRMAN

Councillor A. Hosking was appointed Chairman of the Sub-Committee.

2. ENFORCEMENT OF PLANNING CONTROL - UNAUTHORISED IMPORTATION OF CONSTRUCTION SPOIL AT PUDSEY HALL LANE COTTAGE, PUDSEY HALL LANE, CANEWDON, ESSEX

The Sub-Committee considered the report of the Head of Planning Services which provided Members with details of a report which was being submitted to Essex County Council's Planning Committee on Friday 25th June 1999 concerning the unauthorised importation of construction spoil at Pudsey Hall Lane Cottage, Pudsey Hall Lane, Canewdon. Members noted that an Urgency Sub-Committee had been convened because a response needed to be submitted prior to the Essex County Council Planning Meeting for it to be taken into consideration.

In noting the details of Essex County Council's report, Members considered that Rochford District Council should strongly oppose the recommendation of Essex County Council Officers and that a Stop Notice should be served immediately on the site owner, Mr D Fewings to prevent any further importation and deposit of any waste whatsoever occurring at the site.

The above action was considered appropriate and justified, to avoid the further loss of amenity to local residents, which the report accepted would take place if further lorry loads of "top soil forming material" were imported to the site. A further loss of amenity to these residents should not be condoned. Concern was expressed about the term "top soil forming material" used in the report, which could be implied to be further "waste material" rather than quality top soil. The monitoring of this was questioned. Furthermore, both authorities agreed that these matters were not agricultural permitted development. Indeed, the ADAS report confirmed that agricultural improvements could have taken place on the land without the importation of any waste material. In terms of the importation of hardcore, such waste must be tightly brought under Essex County Council's control, otherwise there may well be a repeat of uncontrolled importation. No planning consent had been granted for buildings, nor had any prior notification submission for any roadway been received.

The Sub-Committee was acutely aware, in the interests of the integrity and credibility to the planning system, that this situation should be brought under appropriate control of Planning Law, given that the site owner had deposited vast quantities of waste without the necessary planning consent, not following ADAS practice and ignoring requests of the Environment Agency to cease operations. It is considered the Local Planning Authority has a responsibility to all other applicants and that the system must be seen to deal with this in an even-handed manner, with a deterrent effect to others who may consider similar transgression. On a show of hands, it was

Resolved

(1) That Essex County Council be advised that

"Rochford District Council strongly opposes the recommendation of Essex County Council Officers and urge the immediate service of a Stop Notice against the landowner to prevent the importation of any further waste onto the site. This should relate to construction spoil and any other forms of waste; in particular, the Authority does not accept the suggestion in the report that hardcore should be considered any differently from any other waste. Indeed, Essex County Council's letter to the landowner dated 19th May 1999 confirmed that the importation of hardcore constituted "waste". Action should be taken equally against this, especially given the volume suggested in the report. A Stop Notice is appropriate as it has an immediate effect and there is no right of appeal which could further delay appropriate intervention. Such a Notice could include those elements proposed in the Recommendation which endeavour to improve the present condition of the land to an agricultural use but not involving the importation of any further material whatsoever, nor any lorry traffic movements to the site. The measures that would be appropriate are:-

- * By 31st December 1999 - scarify/plough and seed the site.
- * By 31st July 2000 - provide a scheme of seeding over the next three years for any areas which require re-seeding.
- * By 31st July 2000 - carry out a survey of the site to determine the necessity to install sub-surface drainage and if appropriate, prepare a scheme for submission.
- * By 31st July 2001 - implement the approved scheme of drainage (if any).
- * Between 1st August 2000 and 31st July 2003 - implement the agreed seeding regime, subject to discussion with the Authority on an annual basis prior to next seasons planting.
- * Not to allow any animals to graze the land during the period up to 31st July 2003 unless agreed beforehand with the Authority.

(2) That the County Council as Highway Authority be urged to explore the matters in relation to the public footpath and take appropriate action given that the developer has already carried out works which affect the public right of way as outlined in Section 4 of the report without the appropriate measures to protect footpath users and this Authority also understands that the footpath at times has been physically blocked by the development. Therefore, the County Council as Highway Authority is urged to explore the matter and take appropriate action. (HPS)

The meeting closed at 7.15p.m.

Chairman.



Date: 21.10.99

jul15c.rpt

ROCHFORD DISTRICT COUNCIL

Minutes of the Council

At a Meeting held on 22nd June 1999. Present: Councillors D.R. Helson (Chairman), R. Adams, R.S. Allen, G.C. Angus, B.R. Ayling, D.E. Barnes, P.A. Beckers, C.I. Black, T.G. Cutmore, J.M. Dickson, D.F. Flack, D.M. Ford, Mrs. J.E. Ford, G. Fox, K.A. Gibbs, Mrs. J.M. Giles, J.E. Grey, Mrs. H.L.A. Glynn, Mrs. J. Hall, N. Harris, Mrs. E.M. Hart, Mrs. J. Helson, A. Hosking, Mrs. A.R. Hutchings, V.D. Hutchings, C.C. Langlands, V.H. Leach, Mrs. S.J. Lemon, T. Lavings, G.A. Mockford, C.R. Morgan, R.A. Pearson, P.D. Stebbing, Mrs. W.M. Stevenson, Mrs. M.S. Vince, R.E. Vingoe, Mrs. M.J. Webster, P.F.A. Webster, D.A. Weir and Mrs. M.A. Weir.

254. MINUTES

Resolved that the Minutes of the Meeting of 20th April 1999 and Annual Meeting of 20th May 1999 be approved as correct records and signed by the Chairman.

255. MEMBERS' INTERESTS

The interests recorded in the Minutes to be received and considered by Council were taken as read.

(i) Councillors R.S. Allen, P.A. Beckers, Mrs. H.L.A. Glynn and G.A. Mockford each declared pecuniary interests in Minutes 201 and 202 of the Transportation and Environmental Services Committee by virtue of either holding or being closely related to disabled badge holders. They left the Meeting during consideration thereof.

(ii) Councillor D.E. Barnes declared a non pecuniary interest in Finance and General Purposes Minute 238 as it related to Minute 242 of the Corporate Resources Sub-Committee by virtue of membership of Rayleigh Town Council and took no part in the voting thereon.

(iii) Councillor Mrs. J. Helson declared a non pecuniary interest in Finance and General Purposes Minute 238 as it related to Minute 242 of the Corporate Resources Sub-Committee by virtue of her role as Chairman of Rayleigh Town Council.

(iv) Councillor C.I. Black declared a non pecuniary interest in Finance and General Purposes Minute 238 as it related to Minute 242 of the Corporate Resources Sub-Committee by virtue of membership of Rayleigh Town Council. He also declared a non pecuniary interest in Minute 220 of the Community Services Committee by virtue of his son's attendance at a Primary School.

(v) Councillor Mrs. S.J. Lemon declared an interest in any discussion relating to Civic amenity sites by virtue of her role as Trustee of Cedars.

(vi) Councillor Mrs. J.M. Giles declared an interest in any discussion relating to Civic amenity sites by virtue of her involvement with the Rayleigh Retired Residents Centre.

(vii) Councillor P.D. Stebbing declared a remote non pecuniary interest in Minutes 201 and 202 of the Transportation and Environmental Services Committee by virtue of his role as Chairman of Southend Disabled Sports Association

(viii) Councillor Mrs. M.S. Vince declared a non pecuniary interest in Minute 220 of the Community Services Committee by virtue of her role as Governor of Doggetts School.

(ix) Councillors G. Fox and Mrs. E.M. Hart each declared a non pecuniary interest by virtue of their roles as Members of Essex County Council.

256. CHAIRMAN'S ANNOUNCEMENTS

(1) The Chairman welcomed Mr A.W. Smith, the recently appointed Head of Administrative and Member Services, to his first Meeting of Full Council.

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Signature
27 July 1999

(ii) The Chairman reported on his attendance at a number of functions including:-

- The launch of Essex Business Networking.
- A Royal National Institute for the Blind Awareness Day.
- Opening of new facilities at Southend Airport.
- A talk on the District to the Salvation Army Friendship Club.
- An evening at the South East Essex Junior Skills Music Festival at which five schools from the District were performing.

(iii) The Chairman announced that the Leukaemia Unit 2000 Appeal was his selected charity for the forthcoming Municipal Year.

257. PETITION - LAND AT BLATCHES FARM, EASTWOOD

Pursuant to Standing Order 11, Council received a petition from Councillor P.F.A. Webster containing more than 1,600 signatures. The petition had been arranged by The Friends of Blatches Farm and called on the Council to purchase the Blatches Farm land currently being sold by Essex County Council and retain it for the people as public open space. The Chairman indicated that he had already received two pages of the petition and had forwarded them to the Chief Executive.

By way of supporting remarks, Councillor Webster wished to emphasise that the signatories to the petition came from a broad geographical area representing a wide cross-section of opinion. The Council had a unique opportunity to address what could be seen as an important non-political matter.

In receiving the petition, the Chairman confirmed that consideration would be given to the Blatches Farm site later in the Meeting

258. COMMITTEE MINUTES

Resolved

(1) that, subject to any amendments below, the Minutes of Committees be received and the Recommendations contained therein adopted.

(2) that the Common Seal of the Council be affixed to any document necessary to give effect to decisions taken or approved by the Council in these Minutes

Committee	Date	Minute No.
PLANNING SERVICES	29th April 1999	161 - 164
PLANNING SERVICES	27th May 1999	175 - 181
AUDIT SERVICES	1st June 1999	182 - 192

Minute 185 - Appointment of Urgency Sub-Committee

On reaching Minute 185, it was moved by Councillor V.H. Leach and seconded by Councillor D.E. Barnes that, in view of recent Officer correspondence identifying the need to amend the way that Meetings of Urgency Sub-Committees are convened, this matter should be referred to the Structural and Procedural Review Working Group to enable a review of Urgency Sub-Committee arrangements. Councillor Barnes referred to the potential value of ascertaining the approach taken by Authorities in other areas of the country.

The amendment was lost on a show of hands and it was:-

Resolved

Minute 201 - Rayleigh Town Centre - Proposed Variation to Existing Waiting Restrictions

Pursuant to Standing Order 18(6), a requisition had been received in the names of Councillors Mrs. M.A. Weir, D.M. Ford and Mrs. J Ford requiring that Minute 201 be referred to Full Council for decision.

By way of supporting remarks, Councillor Mrs Weir confirmed that the Members requesting Minute referral had felt that parking for the disabled should be provided for within the Boots Lagoon area and that the proposed one hour waiting restriction for the disabled was inadequate.

In responding to Member questions, Mr N. McCulloch, the County Council's District Manager advised that:-

- (i) it would be of value for the County Council to have a clear indication of local views.
- (ii) proposals, as submitted to the Transportation & Environmental Services Committee, did include a period of review.
- (iii) as far as he was aware, the County Council had not undertaken research into optimum waiting times for disabled drivers.
- (iv) whilst further investigation would be required on the precise legal position, provision could probably be made for disabled parking within the lagoon area without the need for further formal notice procedures to be introduced.

In support of the decision made by the Transportation & Environmental Services Committee, reference was made to earlier County Council documentation and the work of the Rayleigh Town Centre Forum from which it was apparent that the lagoon area would be best suited to taxis. The police had also given advice that the lagoon area should be for taxis and their access/egress. There would be value in commencing proposals with a review of the taxi and parking situation in three months time. The District was constantly mindful of the needs of the disabled, being a caring Authority pro-active in enabling the provision of disabled taxi vehicles. Reference was also made to the inconsistent nature of the County Council's approach to this matter.

In support of amending the proposals, reference was made to the value of disabled persons being able to park close to facilities within the Boots lagoon area and to the need for realistic waiting times. A Member wished to emphasise the importance of maximising access to facilities within the community

A Motion was moved by Councillor D.A. Weir and seconded by Councillor G. Fox that Resolution (1) of Minute 201 be amended so that reference to the non-inclusion of disabled parking bays within the Boots lagoon was deleted and Resolution (2) of Minute 201 be amended to provide for the variation of parking restrictions to three hours for the disabled. On a requisition pursuant to Standing Order 24(2), a recorded vote was taken on each amendment as follows:-

Amendment to Resolution (1)

For
(25)

Councillors R. Adams, G C Angus, B.R. Ayling,
C.I. Black, T.G. Cutmore, J.M. Dickson,
D.F. Flack, D.M. Ford, Mrs J E. Ford, G. Fox,
K.A. Gibbs, J.E. Grey, Mrs. E.M. Hart,

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D R. Helson, Mrs A. Hutchings, V.D Hutchings,
C.R. Morgan, R.A. Pearson, P.D. Stebbing,
Mrs. W.M. Stevenson, Mrs. M.S. Vince,
R.E. Vingoe, P.F.A. Webster, D.A. Weir and
Mrs. M.A. Weir.

Against
(10)

Councillors D.E. Barnes, Mrs. J.M. Giles,
Mrs. J. Hall, N Harris, Mrs. J. Helson,
A. Hosking, C.C. Langlands, V.H Leach,
Mrs. S.J. Lemon, Mrs. M.J. Webster.

Abstentions
(1)

Councillor T. Livings.

Note:

Councillors D.E. Barnes and Mrs. M.J. Webster wished it to be recorded that they had
voted against this amendment in view of Police advice with regard to the lagoon area.

Amendment to Resolution (2)

For
(31)

Councillors R. Adams, G.C. Angus, B.R. Ayling,
D.E. Barnes, C.I. Black, T.G. Cutmore,
J M. Dickson, D.F. Flack, D.M. Ford,
Mrs J.E. Ford, G. Fox, K.A. Gibbs, J.E. Grey,
Mrs. J.Hall, N. Harris, Mrs. E.M. Hart,
D.R. Helson, Mrs J. Helson, A. Hosking,
Mrs. A R. Hutchings, V.D. Hutchings,
C.C. Langlands, C.R. Morgan, R.A. Pearson,
P.D. Stebbing, Mrs. W.M. Stevenson,
Mrs. M.S Vince, R.E. Vingoe, P.F.A. Webster,
D.A. Weir and Mrs. M.A. Weir.

Against
(3)

Councillors Mrs. J.M. Giles, V.H. Leach and
Mrs. S.J. Lemon.

Abstentions
(2)

Councillors T. Livings and Mrs. M.J. Webster.

Both amendments were declared carried and it was.-

Resolved

(1) that the current Traffic Regulation Order be part varied and part sealed to include the
proposals as detailed at Appendix A of the report and shown on drawing
2080/99/C060B.

(2) that parking restrictions be varied to three hours for the disabled in the designated
bays.

(3) that a review of the Traffic Regulation Order be undertaken after 12 months.

Minute 202 - Rayleigh Town Centre: Traffic Survey Update/Junction Study at Church
Street.

Pursuant to Standing Order 18(6), a requisition had been received in the names of Councillors Mrs. J. Helson, D.E. Barnes, V.H. Leach, Mrs. M.J. Webster and C.C. Langlands requiring that Minute 202 be referred to Full Council for decision.

The County Council's Area Transportation Manager indicated that the report submitted to the Transportation and Environmental Services Committee should, in fact, have indicated that the matter was for note only.

A number of Members expressed disappointment at the County Council's position. Reference was made to extensive work undertaken by local Members on the basis that a decision could be influenced and to conflicting County Council advice given with regard to this location. In view of concern at the County Council's poor handling of this matter Councillor C.C. Langlands and Councillor Mrs. M.J. Webster announced their resignation from the Town Centre Forum. Councillor D.E. Barnes also wished to register his concern at the County Council handling of this matter.

In responding to Member questions, the County District Manager advised that an objective of the County Council was to reduce, or at least limit, traffic growth where possible.

Council concurred with the view of a Member that, in view of indications that drivers were ignoring traffic lights at this location, the County should be asked to consider the introduction of a red traffic signal camera.

Resolved

- (1) That the report of the Area Transportation Manager, Essex County Council on the traffic study update/junction study at Church Street, Rayleigh be noted
- (2) That the County Council be requested to consider the introduction of a red traffic signal camera at this location.

COMMUNITY SERVICES

8th June 1999

207-229

Minute 220 - Summer Playscheme Swimming Provision


NOTE: Councillor Mrs. S.J. Lemon declared a non pecuniary interest in this Item by virtue of her role as Governor of Downhall Park School.

In accordance with the decision of the Community Services Committee Council considered the report of the Head of Leisure and Client Services originally submitted to the Committee together with an Addendum report providing further information regarding the Summer Playscheme Swimming Provision Initiative.

Council was pleased to note the inclusion of further schools within the scheme. In terms of individual schools, a Member expressed concern that there was not provision for at least two sessions at Great Wakering and at the need for some children to pay for bus transport. A motion was moved by Councillor Mrs. J. Helson and seconded by Councillor Mrs. S.J. Lemon with a view to ensuring that, where a child was in possession of an appropriate bus ticket, the swimming fee would be waived. The motion was extended to take account of the additional comments of a Member with regard to the value of transportation arrangements being extended to include Hullbridge School children in the scheme for at least one day per week (subject to budget restrictions). Reference was made to the need to ensure that booking systems and post session transportation arrangements were also satisfactory.

Resolved

- (1) That the Summer Swimming Scheme, as amended, be agreed, subject to Officers reporting to the Community Services Urgency Sub-Committee on transport arrangements with a view to ensuring that those children having to use bus transport are not penalised financially and that arrangements enable the inclusion of Hullbridge School children in the Scheme for at least one day per week.



(2) That Officers report back to a future Meeting of the Community Services Committee on the success of the scheme. (33556)(HLCS)

FINANCE AND GENERAL PURPOSES 15th June 1999
COMMITTEE

230-249

Minute 238 - Relating to Corporate Resources Sub-Committee Minute 242 - Millennium Clock, Rayleigh.

It was noted that the Crest of Haltern was now to go on one side of the proposed Millennium Clock. An amendment to Minute 238, moved by Councillor P.F.A. Webster and seconded by Councillor R. Adams, was won on a show of hands and it was:-

Resolved

That the Council pursues the proposal for the District Council's Coat of Arms to be attached to one side of the new Rayleigh Millennium Clock subject to the cost of £1,025 being funded through an application to the Millennium Fund set aside by the County Council. (HCPI)

Minute 243 - Blatches Farm, Eastwood

NOTE: Councillor G. Fox declared a non pecuniary interest in this Item as the land at Blatches Farm fell within the Division he served as a County Councillor.

Pursuant to Standing Order 18(6), a requisition had been received in the names of Councillors Mrs. J.M. Giles, Mrs. J. Hall and V.H. Leach requiring that Minute 243 be referred to Full Council for decision.

The Chief Executive reported that, since the Meeting the Finance and General Purposes Committee, written contact had been made with leaders of the political groups on the County Council, relevant Committee Chairmen, the County Chief Executive and the County Property Services Officer. A Member Level Meeting with the County Council had been requested. In terms of feedback, it was understood that Southend on Sea Borough Council would be formally considering their position concerning the Blatches Farm site in due course. Copy correspondence received from the County Council's Property Services Officer indicated that the District would need to provide a definite response on this land prior to the end of June. Should the District not have communicated an interest by this time, the County Council could offer the land to a wider arena.

Prior to detailed debate, there was a short recess to enable all Members to read the notes of a Meeting to discuss the future of Blatches Farm held on Monday 21st June 1999. The meeting had been convened in order to give Councils with an interest in the future of the land at Blatches Farm the opportunity to meet with representatives of the Woodland Trust to discuss the possible future use of the land.

On reconvening, Council was pleased to note both the consensus reached at the inter-Council Meeting of 21st June and the response from Southend on Sea Borough Council. It was clear that, in principle, all Members were in favour of maintaining the land in public ownership to safeguard its long term future from any potential development threat. A Member referred to the value of developing a working relationship with all interested parties. Such an approach could assist in the formulation of financial options and, at this stage, possibilities with regard to public subscription should not be discounted. Reference was also made to the value of a Member site visit and consultation with the Police to ascertain any views they may have with regard to site options.

In response to questions, the Chief Executive advised that, at this stage, two Environmental Trusts had been earmarked as potential sources of funding. A number of Members indicated that informal communication with County Council Member colleagues had proved positive.

An amendment to aspects of the wording in Resolution (1) of Minute 243, moved by Councillor V.H Leach and seconded by Councillor Mrs. H.L.A. Glynn, was agreed. It was also agreed that the proposals for future action, suggested at the Inter-Council Meeting of 21st June, should be endorsed and that authority should be delegated to the Chief Executive to consult with the Woodlands Trust as appropriate.

Resolved

(1) That this Council set up a Working Party with the objective of securing the land at Blatches Farm, Eastwood from future development to sustain it for the benefit of the people of the area. The Working Party to involve all interested parties in the negotiations and to talk to the County Council, including contact with the appropriate County Committee Chairman.

(2) That District Council representation on the Working Party comprise two Liberal Democrat, two Labour, two Conservative and one Hockley Residents Association (nominees to be supplied by Group Leaders)

(3) That Officers of the District Council work with the Woodland Trust to prepare proposals that could be brought back quickly to a future Meeting of the Partners present at the Inter-Council Meeting of 21st June. The proposals can then be considered further as a basis for discussion with the County Council.

(4) That Authority be delegated to the Chief Executive to consult with the Woodland Trust as appropriate. (CE)

Minute 245 - Former Park School - Future Use

Pursuant to Standing Order 18(6) a requisition had been received in the names of Councillors C.I Black, Mrs J.M Giles and Mrs. S.J. Lemon requiring that Minute 245 be referred to Full Council for decision.

A motion, moved by Councillor C.I. Black and seconded by Councillor Mrs. S.J. Lemon, that the penultimate sentence of the resolution in Minute 245 be adjusted to read "The Council considers that educational and recreational uses are best suited here and that part of a site might be suitable for an additional Civic Amenity Centre serving western Rayleigh and Rawreth" was lost on a show of hands. A further motion, moved by Councillor Mrs. J.M Giles and seconded by Councillor Mrs. A.R. Hutchings, that the word "should" in the final paragraph of the resolution to Minute 245 should be replaced with the word "might" was won on a show of hands and it was:-

Resolved

That Western Rayleigh and Rawreth have been badly affected in the last ten years by the amount of housing that was allowed by the District Plan. In particular, roads such as Rawreth Lane have become much busier, our Primary Schools have at times been under pressure and the general amenity of the area has suffered. There is also no need to allocate any more land for housing in our District.

For these reasons this Council totally opposes any use of the site of the former Park School for housing or industrial purposes. The Council considers that educational and recreational uses are best suited here and that part of the site might be used to provide a Civic Amenity Centre. The Council will negotiate with the County Council and interested parties accordingly.

PLANNING SERVICES

17th June 1999

250-253

259

NOTICES OF MOTION

(i) From Councillors Mrs. H.L.A. Glynn and Mrs. M.S. Vince

593

Just

The Proper Officer reported that the following Notice of Motion had been received from Councillors Mrs H.L.A. Glynn and Mrs. M. S. Vince.-

"The land adjacent to Oxford Parade, Ashington Road, Rochford formerly held under licence by Rochford District Council from the Squires (farmers) Estate, be left in abeyance until the use of this land be reviewed and included as part of a strategic area for parking within the District".

The Motion was moved by Councillor Mrs. H.L.A. Glynn and seconded by Councillor Mrs. M.S. Vince and it was:-

Resolved

That the Motion stands referred to the Transportation & Environmental Services Committee. (HAMS)

(ii) From Councillors Mrs. J. Helson and Mrs. J.M. Giles

NOTE: Councillor D.E. Barnes declared a non-pecuniary interest in this matter by virtue of his role as Chairman of Rayleigh Age Concern.

The Proper Officer reported on a Notice of Motion received from Councillors Mrs. J. Helson and Mrs. J.M. Giles and relating to the barriers at the Castle Road Civic Amenity site, Rayleigh.

It was agreed that the Motion be determined at the Meeting.

During debate, Members expressed particular concern that barrier arrangements appeared to contradict the ethos of Civic Amenity site facilities and differed from site access arrangements made available in other parts of the County. Particular concern was expressed about the need to resolve problems of access/egress being experienced by Rayleigh Retired Residents Centre. The motion was agreed and it was:-

Resolved

That this Council strongly urges Essex County Council to seriously reconsider the placing of barriers at Castle Road Civic Amenity site as extensive tailbacks of traffic are occurring in Castle Road and Daws Heath Road to the detriment of both motorists and pedestrians and the impeding of access and egress to Castle Hall Rayleigh Retired Residents Centre and Cedars Hall.

260. **MINUTES OF THE MEETING OF THE MILL HALL WORKING PARTY HELD ON 16TH JUNE 1999**

Council considered the appended Minutes and the Recommendations contained therein.

Minute 31 - Mill Hall Development

In responding to Member questions, the Corporate Director (Finance & External Services) confirmed that designs would be produced in house but that actual work would be contracted out. Designs and specifications would be submitted to the Working Party and all documentation would be available for inspection by interested Councillors

During debate, Council endorsed the view of a Member that it would be appropriate to review the titles given to the subsidiary bodies of Council Committees with a view to achieving consistency and using the term 'Sub-Committee' wherever possible. The Chief Executive indicated that he would submit a report to the appropriate Committee, which would include a review of the terms of reference and scope of some of the subsidiary bodies

A Motion, moved by Councillor Mrs. J.M. Giles and seconded by Councillor Mrs. J. Helson, that the Mill Hall Working Party have delegated authority to proceed with the implementation of items 1 to 6 as set out in its Recommendations,

subject to costs being contained in the overall budget provision for the project, was lost on a show of hands.

Resolved

- (1) That the Mill Hall toilets should be available for public use.
- (2) That a cloakroom should not be included in the refurbishment proposals, but an appropriately supervised portable clothing rail should be used instead.
- (3) That the original proposal by Gibson Hamilton Partnership for a creche facility should be supported, its size to be appropriate to the overall design for Mill Hall
- (4) That a centrally located reception desk, incorporating a staff working area, be provided.
- (5) That the installation of a modern automatic fire alarm and detection system be included in the proposed redevelopment of the Mill Hall.
- (6) That a cinema facility, including a plasma screen, be located in the upstairs lounge.
- (7) That, in the light of decisions made in Recommendations 1 to 4, a further report be brought back to the Working Party outlining a plan of action for the implementation of the scheme, to include costings and timescales. (HLCs)

Minute 32 - Business Plans

In response to Member questions, the Corporate Director (Finance & External Services) advised on the high level of finish which would be expected in any restoration work at this public building. Council agreed an addition to Minute 32 suggested by Councillor Mrs. J.M. Giles and it was -

Resolved

- (1) That advice be sought from specialists in the restoration of historic buildings concerning the financial and other implications of the refurbishment of the Sports and Social Club.
- (2) That the advice sought in (1) above be reported to the next Meeting of the Mill Hall Working Party to be held on 22nd July 1999 and the costs of obtaining the advice be met from the Special Projects Reserve. (CD(F&ES))

261. GROUP LEADERS PANEL - TERMS OF REFERENCE AND OPERATION

Council considered the report of the Chief Executive setting out the Terms of Reference and methods of operation for the Group Leaders Panel.

Resolved

That the Terms of Reference outlined in Appendix 1 of the Chief Executive's report be agreed (CE/HAMS)

262. 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.

BLATCHES FARM - REPORT ON FINANCIAL OPTIONS

NOTE: The Chairmar admitted this item of business as urgent in view of the decision making timescale

Council concurred with the view of a Member regarding the value of an early report on possible financial options available to the Council with regard to the Blatches Farm site and it was -

Resolved

That a confidential report be submitted to the forthcoming Meeting of the Member Budget Monitoring Working Group outlining the possible financial options available to the Council with regard to the Blatches Farm site, Eastwood. (CD(F&ES))

The Meeting closed at 11.35pm

CHAIRMAN J. Wilson DATE 27 July 1999



Rochford District Council
To the meeting of:

COMMUNITY SERVICES

On:

13TH JULY 1999

Report of:

HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title:

MINUTES OF THE COMMUNITY SAFETY SUB-COMMITTEE

Author:

A Wyatt

Report Approved By

At a Meeting held on 23rd June 1999. Present: Councillors T.G. Cutmore, J.M. Dickson, D.M. Ford, K.A. Gibbs, D.R. Helson, Mrs. J. Helson, V.D. Hutchings, R.A. Pearson, Mrs. W.M. Stevenson, Mrs. M.S. Vince and Mrs. M.J. Webster.

Apologies: Councillors D.E. Barnes and P.A. Beckers.

114. APPOINTMENT OF CHAIRMAN

Councillor J M Dickson was appointed Chairman for the duration of the Meeting.

115. MINUTES

The Minutes of the Meeting of 10th March 1999 were approved as a correct record.

116. MEMBERS' INTERESTS

Councillor K A Gibbs declared a Non-Pecuniary Interest in the items "Domestic Violence Co-ordinator Interim Progress Report" (Minute 120) and "Survey of Reported Incidents of Domestic Violence within the Rochford District Council Area for the Municipal Year ended March 1999" (Minute 121) by virtue of his work in relation to the subject.

117. TERMS OF REFERENCE

The Sub-Committee noted the terms of reference in relation to the Community Safety Sub-Committee.

118. CRIME AND DISORDER REDUCTION STRATEGY: PUBLIC AWARENESS

Note: Councillor D R Helson declared a non-pecuniary interest by virtue of being a member of Rochford Sports Council.

The Sub-Committee considered the report of the Head of Corporate Policy & Initiatives which sought Member approval for a programme of public awareness campaigns and funding to achieve the objective. In endorsing the proposals to use Rayleigh and Rochford Markets to promote the Crime & Disorder Reduction Strategy Members

considered that Parish Councils should be approached to investigate possible additional venues for the scheme. The following were suggested as possible venues/events:-

- The area directly in front of Rochford Library.
- Hullbridge Charity Show
- Rochford Sports Council Final on 17th July
- Somerfield Store, Rayleigh.

In answer to Members' questions on the possible use for the mobile exhibition unit, the Sub-Committee was advised that money had been set aside for the purchase of such a unit. Essex Police no longer had such facilities.

The Police advised the Sub-Committee that where prior notification was received, subject to resources, there would be Police attendance if requested. Members considered that any Police attendance should be on a non-uniform basis.

It was considered appropriate to bring this matter before an Urgency Sub-Committee to allow sufficient lead-in time for preparatory work to be carried out prior to the Rochford Sports Council Final on 17th July 1999.

A Motion was put by Councillor D R Helson and seconded by Councillor K A Gibbs and an amendment moved by Councillor Mrs W M Stevenson and seconded by Councillor Mrs M S Vince was won on a show of hands and it was

RECOMMENDED

(1) That the proposals to raise public awareness as outlined in the report of the Head of Corporate Policy & Initiatives be agreed.

(2) That an amount of £500 for provision of publicity material be agreed.

(3) That Rochford Sports Council Final on 17th July 1999 be used as the first venue for the promotion of the Crime & Disorder Reduction Strategy.

(4) That a series of suitable "upbeat" press releases, suited to the occasion, be issued prior to events to encourage attendance.

(5) That the matter be reported to an Urgency Sub-Committee to allow sufficient lead-in time for preparatory work to be carried out prior to the Rochford Sports Council final on 17th July 1999. (HCPT)

119. RAYLEIGH POLICE DIVISION - ANNUAL POLICING PLAN

The Sub-Committee considered the report of the Head of Corporate Policy & Initiatives which advised Members of Rayleigh Police Division Annual Policing Plan for the year 1999/2000.

Inspector Bill Coady from Essex Police attended the Meeting to update Members on the objectives set for Rayleigh Division contained within the plan and also to answer Members' questions. Questions were answered specifically in relation to the following:-

- Under age drinking and the "Prove It" scheme.
- Mobile CCTV.
- Fear of burglary including victims of doorstep crime.
- Drug awareness.
- The scheme currently running in Hockley of business-to-business contact in cases of local crime
- Age Concern door stickers stating "Nothing bought at this door".

- Harassment of all kinds.
- Problems experienced in accessing Police, not using the "999" route.

Members thanked Inspector Coady for his presentation who then left the Meeting.

RECOMMENDED

That the report be received.

120 **DOMESTIC VIOLENCE CO-ORDINATOR'S INTERIM PROGRESS REPORT**

The Sub-Committee considered the report of the Head of Corporate Policy & Initiatives which appraised Members of the current progress regarding the work of the Domestic Violence Project Co-ordinator and sought approval for actions outlined under the way forward. In noting the progress to date, including working with schools and the elderly as well as beginning work with ethnic minorities and the gay and lesbian communities, Members endorsed the proposals outlined in the way forward namely:- a series of articles in Rochford District Matters and the Local Press on the subject, the extension of the primary school education programme and specialist talks for the elderly. It was further endorsed that a progress report be made in November.

RECOMMENDED

That the actions outlined under the way forward be agreed. (HCPI)

121. **SURVEY OF REPORTED INCIDENTS OF DOMESTIC VIOLENCE WITHIN THE ROCHFORD DISTRICT COUNCIL AREA FOR THE MUNICIPAL YEAR ENDED MARCH 1999**

The Sub-Committee considered the report of the Head of Corporate Policy & Initiatives which apprised Members of the facts surrounding reported incidents of domestic violence for the year ended March 1999.

In noting the statistical data with regard to Domestic Violence for the year, Members endorsed the proposed way forward outlined in the report and on a show of hands it was

RECOMMENDED

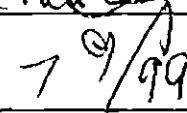
That the report be noted. (HCPI)

The Meeting closed at 9.55pm.

Chairman:



Date:



Jul 13

Committee Report

8 ii



Rochford District Council
To the meeting of

TRANSPORTATION AND ENVIRONMENTAL SERVICES

On:

15TH JULY 1999

Report of

HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title:

MINUTES OF THE PLANNING POLICY SUB-COMMITTEE

Author

G P Brazendale

Report Approved By

A handwritten signature in black ink, likely belonging to G P Brazendale.

At a Meeting held on 24th June 1999. Present. Councillors D.A Weir (Chairman), C I Black, J.M Dickson, D.M. Ford, K A Gibbs, Mrs J.M. Giles, V.D. Hutchings, C C Langlands, Mrs S.J. Lemon, R.A Pearson, Mrs M.J Webster and Mrs. M A Weir

Visiting Member: Councillor T Cutmore

64 MINUTES

The Minutes of the Meeting held on 26th May 1999 were approved as a correct record

65. MATTERS ARISING

There were two matters arising, as follows

- i) It was confirmed that, following a revision to the original nomination, the Member on the Sub-Committee for the Hockley Residents Association would be Councillor V D. Hutchings; his substitute would be Councillor R.E. Vingoe.
- ii) In reply to a question from Councillor T Cutmore, it was confirmed that, although Transportation and Environmental Services Committee had resolved to appoint an adviser to the Sub-Committee representing the Rochford Hundred Association of Local Councils, notification of the Association's appointee had yet to be received.

66 MEMBERS' INTERESTS

Non-pecuniary interests were declared by Councillors Mrs. S.J. Lemon and R.A Pearson due to their association with Ford Motor Company.

67 PROPOSALS FOR THE DEVELOPMENT OF THE ROCHFORD BUSINESS PARK

The Chairman explained that the Meeting would comprise a presentation concerning proposals for the development of the Business Park, following which Members would have the opportunity to submit questions and to consider the proposals in more detail. It was pointed out that the Sub-Committee's remit was to consider and evaluate the proposals, and that a formal recommendation to the Transportation and Environmental Services Committee would not be appropriate. The following visitors, who had been invited to make the presentation, were introduced

600

A handwritten signature in black ink, possibly reading 'O C' followed by a flourish.

Mr Chris Brown, Property Consultant, EIC Management Limited
Mr Clive Lucas, Managing Director, EIC Management Limited
Mr Philip Mascall, Chairman/Managing Director of Essex Ford.

Mr David Hall from Essex County Council's Property Services Department was also present, though attending the Meeting as a member of the public.

Mr Lucas began by outlining the background to his company's interest in the site, and the plans for its redevelopment. It was explained that the Business Park, which comprises 28 acres, is in the ownership of Essex County Council which is currently considering the site's disposal to a number of potential purchasers, including EIC Management Limited. The land had been designated B1/B8 in the Structure Plan, corresponding to industrial/warehouse use, but it currently lacked the infrastructure necessary to attract potential occupiers. Mr Lucas explained that it would be his company's intention to make the initial investment to provide the necessary services, and then to attract suitable users. An initial marketing exercise had attracted strong interest from Ford, Toyota and Nissan to establish outlets on the site, and these three combined would occupy eight acres of the site. The Business Park's geographical location was considered to be advantageously central to these dealers' sales territories. It was anticipated that these occupiers would provide employment for approximately 180 people, and that there would be significant investment in premises and associated facilities. It was pointed out that motor dealerships have their own planning designation, and would not, therefore, fall strictly within the uses of the site identified within the Local Plan, equally, however, such proposals would not necessarily conflict with the designated light industrial/warehouse land use. The Sub-Committee was provided with a letter from Essex County Council which broadly supported occupation of a limited part of the site by non B1/B8 categories, recognising that it would only be such users that could provide the necessary infrastructure investment, which would thereby enhance the overall attractiveness of the site for other investors.

Mr Lucas also informed Members that Lentern Aircraft had expressed an interest in establishing a three acre unit on the site for which, again, the proposed investment in infrastructure would be essential. It was anticipated that the remainder of the site, comprising 17 acres, would take between five and ten years to fill, the main interest likely to arise from companies already located within the area.

Mr Mascall, whose company is a franchised main Ford dealer, then provided the Sub-Committee with some more detailed information concerning proposals for the development of his company's unit on the site, his intended marketing strategy, the likely employment which would result; and proposed timescales.

The Sub-Committee, in considering the information provided during the presentation, requested further advice on the following main issues:

i) Employment.

A number of Members were anxious to ensure that recruitment to the additional jobs to be created would favour local people. It was explained that it would be commercially advantageous to attract employees located within easy reach of the site, at Ford's unit at Basildon for instance, 85% of employees lived within 10/15 minutes journey time to the workplace. It was also pointed out that indirect employment could be generated in the form of service personnel/maintenance staff in order that the visual appearance of the site and buildings would be preserved.

ii) Environmental Impact.

Some concern was expressed about the possibility of the buildings associated with the car dealerships being visually obtrusive, and about increased congestion on neighbouring roads. In reply, it was indicated that the design brief for the Ford's complex included boundary and other appropriate landscaping, and that the intended buildings would be lower in height than those usually associated with B1/B8 users. A number of Members agreed that the proposed use would be more visually attractive than traditional warehouses/light industrial buildings. There would also be limited use of container lorries, thereby reducing the likelihood of congestion, and generally the site was considered to have a good road network, with easy access to nearby main roads.

iii) Use Classes.

Some concern was expressed that agreeing to the proposals to establish motor dealerships, a use category outside that designated for the site in the Local Plan (B1/B8) could make it difficult to refuse other non-designated applications in the future, thereby prejudicing the operation of the Authority's planning policy. Officers suggested, in reply, that discussions could take place with Essex County Council in order that the necessary legal agreements be put in place upon disposal of the site, to restrict the uses to which the balance of the land could be put.

It was recognised that the Business Park had been identified in the Local Plan as a key site in meeting the District's requirements to provide industrial land; consequently, use for non-industrial purposes could result in the need to find alternative industrial sites elsewhere within the District. It was explained that Essex County Council would be a consultee on the current proposals, when a planning application is submitted, and would consider the employment implications for the District as a whole.

iv) Future Action.

It was emphasised that whilst it was for this Sub-Committee to consider and evaluate the current proposals, it was important not to pre-empt any decision by Planning Services Committee concerning any planning application which might be submitted.

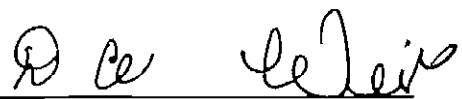
It was confirmed that, since the proposals would create more than ten new jobs, they would, under existing procedures, be "fast tracked" through Planning Services Committee for a decision in principle subject to the outcome of the necessary public consultations.

Following Members' questions relating to the presentation, the Chairman asked Mr Hall to outline briefly the County Council's views concerning the proposals put forward by EIC Management Limited. Mr. Hall confirmed that there were various mechanisms available, including a Section 106 Agreement which could be implemented to ensure that the remainder of the site would be used for B1/B8 uses.

68 PERTINENT BUSINESS

In reply to a Member question, it was indicated that the Council's planning policies were encapsulated within the Rochford District Local Plan.

The Meeting closed at 10.05pm


Chairman

Committee Report

8(iii)



Rochford District Council
To the meeting of:

TRANSPORTATION & ENVIRONMENTAL SERVICES

On:

15TH JULY 1999

Report of

HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title:

MINUTES OF THE TRANSPORTATION SUB-COMMITTEE

Author:

A Wyatt

Report Approved By:

At a Meeting held on 29th June 1999. Present: Councillors G Fox, (Chairman), J M Dickson, D.M Ford, Mrs. J.E Ford, Mrs. J M Giles, J.E. Grey, Mrs. H.L.A. Glynn, A Hosking, V D Hutchings, V H Leach, R A Pearson and Mrs M.J. Webster.

111. MINUTES

The Minutes of the Meeting held on 29th May 1999 were approved as a correct record.

In relation to these Minutes, the Head of Revenue and Housing Management advised Members of the number of taxi drivers and proprietors licensed by Rochford District Council who lived within the Rochford District. Members were further advised that a speaker on the A130 proposals would be attending the next Meeting of Transportation & Environmental Services on 15th July 1999 to provide update information and answer questions.

112. MEMBERS' INTERESTS

Councillor V.D. Hutchings declared a Non-Pecuniary Interest in the item "Dial-a-Ride Review" by virtue of his association with a charity mentioned in the Appendix to the report.

113 DIAL-A-RIDE SERVICE REVIEW

Note: During discussion of this item, Councillor, Mrs. H.L.A. Glynn declared a Non-Pecuniary Interest by virtue of knowledge of some taxi drivers within the District.

The Sub-Committee considered the report of the Head of Revenue & Housing Management which was the first of a series of reports looking at the review of the Dial-a-Ride service. It was noted that following a partners meeting on the provision of the Dial-a-Ride service in the co-ordination area, it had been agreed that a fundamental review be undertaken. At a preliminary meeting held on 18th May 1999 the Terms of Reference for the Review Team had been considered and the Service Audit carried out by Essex County Council had been received. The Service Audit and the Voluntary Sector Transport Provision Survey carried out by South East Essex Voluntary Sector Co-ordinator were also noted. The Head of Service advised Members of some key points arising from the report in particular -

- * Introduction of a Broker Service to bring under used voluntary service vehicles into better use
- * The shopmobility scheme
- * A Community Transport Bus project.

During discussion of the Dial-a-Ride scheme specifically the following points were raised -

- * The welcome reduction to 48 hours for the booking of the Dial-a-Ride Scheme
- * The current booking arrangements of the service and the amount of time lost to the service in waiting time.
- * The effect of the £5 registration fee on the total number of members.
- * The lack of surveyed information from potential users of the Dial-a-Ride scheme

The following related transport issues were also raised during discussion.-

- * The taxi voucher scheme and its possible extension to taxis from outside the District
- * Raised kerbs to allow easier access to taxis by wheelchair users
- * The inability to use some community/voluntary service vehicles.
- * The use of low floor buses

It was considered that the Dial-a-Ride scheme in its present form did not fully meet Members expectations. The success of the taxi voucher scheme was seen, however, as a positive step forward

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

RECOMMENDED

- (1) That the Terms of Reference and action plan as outlined in the report of the Head of Revenue and Housing Management be agreed
- (2) That the Service Audit and Transport Study be noted.
- (3) That Councillors Mrs. H.L.A. Glynn and R.A. Pearson be nominated to attend future review Team Meetings and that such attendance ranks for Members Attendance Allowance
- (4) That notice be given to South East Essex Dial-a-Ride to possibly terminate the contract. Furthermore that Officers investigate a scheme to enable the use of disabled taxis for qualifying persons with the voucher scheme already provided The funding at present given to Dial-a-Ride to be transferred to the Taxi Voucher Scheme (HRHM)

Note: Pursuant to Standing Order 24(4) Councillor D.M. Ford wished it recorded that he cast his vote against Resolution 4 above

The Meeting closed at 9.30pm.

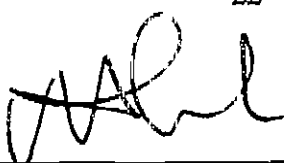
Chairman:

Date

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Chairman:



Date: 23.9.99

Committee Report



Rochford District Council
To the meeting of

COMMUNITY SERVICES COMMITTEE

On,

13TH JULY 1999

Report of

HEAD OF ADMINISTRATIVE AND MEMBER SERVICES

Title:

MINUTES OF THE URGENCY SUB-COMMITTEE

Author:

A. Wyatt

Report Approved By

A handwritten signature in dark ink, appearing to be 'S J Lemon'.

At a Meeting held on 30th June 1999:
Mrs W.M Stevenson and Mrs. M.S Vince

Present Councillors Mrs. S J Lemon,

1 APPOINTMENT OF CHAIRMAN

Councillor Mrs. W.M Stevenson was appointed Chairman for the Municipal Year.

2. MEMBERS' INTERESTS

Councillor Mrs W.M. Stevenson declared a Non Pecuniary Interest in the item "Summer Swimming Provision" by virtue of being a Hullbridge Parish Councillor and a School Governor. Councillors Mrs. S.J. Lemon and Mrs. M.S Vince both declared Non Pecuniary Interests in the same item by virtue of being School Governors.

3. SUMMER SWIMMING PROVISION (Minute 258/99)

The Sub-Committee considered the report of the Head of Leisure and Client Services which, in accordance with the resolution of Council on 22nd June 1999, provided Members with information in relation to transportation and booking arrangements for the Summer Holiday Swimming Provision Scheme.

It was noted that the item had been brought before the Urgency Sub-Committee to enable implementation of the scheme in time for the forthcoming school summer holidays

Members were advised that the transportation arrangements were specifically for those school children living within the Parish of Hullbridge in order for them to not be precluded from participating in the scheme. The issue of booking arrangements had been mooted at Council due to the maximum numbers allowed within some pools at any one time. It was considered there was not a need to pre-book the swimming sessions given the number of "back to back" sessions provided at the pools. It was further mooted that the implementation of a booking system might in fact preclude some children from participating in the scheme.

In considering the option to waive admission fee on production of a valid bus ticket or the provision of a specific coach service for the Hullbridge school children, the Sub-Committee considered that on balance the waiver of admission fee would be the most appropriate course of action to take and on a show of hands it was

Resolved

(1) That a booking system be not implemented

(2) That the admission fee be waived on production of a valid bus ticket for those children living within the Hullbridge Parish (33556) (HLCS)

The Meeting closed at 1.30pm.

Chairman:

M. W. Stevenson

Date.

5/10/99.

jul13n rpt

ROCHFORD DISTRICT COUNCIL

Minutes of the Housing Management Sub-Committee

At a Meeting held on 30th June 1999. Present: Councillors Mrs. M.S. Vince (Chairman), R.S. Allen, P.A. Beckers, T.G. Cutmore, Mrs. J. Hall, C C. Langlands, Mrs. S.J. Lemon, R.A. Pearson, Mrs. W.M. Stevenson and Mrs. M.A. Weir.

Apologies: Councillors D.M. Ford and N. Harris

Substitutes: Councillors J.M. Dickson and Mrs H.L.A. Glynn.

61. MINUTES

The Minutes of the Meeting held on 2nd June 1999 were approved as a correct record.

62. MEMBERS INTERESTS

Councillor C C Langlands declared an Interest in the Item "Annual Report - Local Performance Plan" (Minute 64) by virtue of being a leaseholder of a former Council property.

63 HOMELESSNESS - REASONABLE AND ADDITIONAL PREFERENCE

The Sub-Committee considered the report of the Head of Revenue and Housing Management concerning the Allocation of Housing (Reasonable and Additional Preference) Regulations 1997. The Statutory Instrument (SI 1902/97) came into effect on 1st November 1997 and required Local Authorities to give "reasonable preference" in the allocation of housing to people found by them to be unintentionally homeless, and in priority need. It also had the effect of widening the category of persons to whom 'reasonable preference' should be given.

Since this matter was first considered by the Community Services Committee in 1997, it had become clear that 'reasonable preference' should be given to a number of additional categories, set out below

- a) people owed a duty by an authority under Section 193 or 195(2) of the Housing Act 1996 or Sections 65(2) or 68(2) of the Housing Act 1985 (main duties owed to homeless persons)
- b) people in respect of whom an authority is exercising its power under Section 194 of the 1996 Act (power to secure accommodation after minimum period of duty under Section 193 of the Act)
- c) people:-
 - i) who have within the previous two years been provided with advice and assistance by an authority under Section 197(2) of the 1996 Act (duty where other suitable accommodation is available)
 - ii) who are occupying or accommodation secured with such advice and assistance.

Although it was agreed in 1997 to award 50 points to each household accepted as homeless it had become apparent that the other homelessness acceptances (categories b and c above) should also receive "reasonable preference" and that this was not addressed in the current Points Scheme

The Sub-Committee therefore considered, and agreed, a proposal to award 10 points to each of these categories in recognition of "reasonable preference". During discussion, a number of Members expressed concern that the present system awarded more points for homelessness - which could in certain cases be

intentionally caused - than for the length of time an applicant had been on the waiting list. As a result, there could be a perception that such individuals were "leap-frogging" the queue. It was recognised that, at present, no points are awarded for the time spent occupying the waiting list, and that this and other issues should be addressed in the review of the Housing Points Scheme to be carried out later in the year.

RECOMMENDED

(1) That the Housing Points Scheme be amended as it relates to "reasonable and additional" preference as set out in the Head of Service's Report.

(2) That a comprehensive review of the Housing Points Scheme be undertaken later this financial year followed by a consultation exercise with Tenants' Representatives (HRHM)

64. ANNUAL REPORT (LOCAL PERFORMANCE PLAN)

The Sub-Committee considered the report of the Head of Revenue and Housing Management concerning the Authority's Annual Report to tenants. It had previously been recognised that it is necessary to upgrade, both in style and content, the Report since it provides a "one-off" opportunity to communicate with tenants and to seek their views. Good presentation and communication with tenants also attracts a high score when consideration is given to the Housing Investment Programme bid. As a result, preliminary discussion had been undertaken with a leading media consultancy firm which had provided valuable guidance. It was also noted that tenants' representatives had been consulted about, and had agreed to, the document's upgrading.

Members were provided with copies of reports to tenants from other Authorities and, following examination of these examples, a number of key components and guidelines to be used in the production of the Council's own report were identified. It was agreed that it was essential for the document to have an immediately attractive visual appearance, including a high impact cover; a concise contents page; an accessible written style avoiding excessive wordage, figures and graphs; the use of bullet points within the text; large type size with an attractive colour contrast; and high quality paper. It was also suggested that the document could incorporate a questionnaire, and a return slip to enable tenants to submit comments on the style of the report. Members also expressed a preference for the calendar style but recognised the additional costs associated with this type of publication.

The Sub-Committee also considered the inclusion of a customer survey, to obtain views on the Authority's housing service, and a number of features that Members would wish to see in such a survey were identified. These included: a strong message such as 'Your Views Count' to encourage participation; the issue of a pre-paid envelope to aid return of the survey; the use of a 'comments' box as included on the example attached to the Head of Service's report; and a statement confirming that the results of the survey could be made available to tenants where requested. The formulation and presentation of the questionnaire was also clearly of paramount importance. The Head of Service indicated that the Survey's results might be contained within the Local Performance Plan, to be issued later in the Financial Year, and that a separate section to the questionnaire would be included, relating specifically to prospective tenants.

In relation to the customer survey, the Sub-Committee also considered the operation of a prize draw to encourage participation and completion. Although it was noted that evidence from other similar surveys had demonstrated a markedly higher level of response where a prize was offered, most Members were of the opinion that this proposal would, if implemented, provoke considerable criticism from the District's residents. A recommendation that the return of the survey form would entitle the respondent to one free entry into a prize draw was, following a vote, declared defeated.

RECOMMENDED

(1) That the Housing Annual Report be upgraded in style and content as outlined in the Head of Service's report, and incorporating the Sub-Committee's views as described above.

(2) That a customer survey form be included with the Annual Report in order to obtain feedback on the document and the Housing Service, the format to reflect the Sub-Committee's discussion. (HRHM)

65. PERTINENT BUSINESS

The Chairman agreed to admit the following two items of pertinent business in order to update Members:

1) Rochford Housing Forum

Mr Alex Coulson, the Housing, Client and Strategy Officer, informed the Sub-Committee that the Rochford Housing Forum had taken place earlier in the day, and gave a brief resumé of the principal issues that had been considered. He explained that the most important subject to be discussed had been the results of the Housing Needs Survey, carried out on behalf of the Authority by David Couttie Associates (DCA). The purpose of the survey had been to collect and evaluate information about the current state of housing need and demand in the District and to consider future needs to assist in the development of housing and planning strategies in the light of the Study's findings. The main conclusions of the Study were outlined to the Sub-Committee and it was indicated that the results would be included in the Housing Needs Study for the current year, which would soon be made available to Members. A report on the Forum would also be prepared for Members' information. During subsequent discussion, the following main points arose

(a) Sub-Committee Members who had attended the Forum were unanimous in their agreement that the Study's findings were of fundamental importance to, and had major implications for, the Council's future housing strategy. As a result, it was considered essential for all Members to be made aware of the Study's contents and conclusions. Officers indicated that it was intended to request Mr Couttie to give a presentation to a future Meeting of the Community Services Committee; in addition, Members requested that a special teach-in should be arranged.

(b) Concern was expressed at the lack of affordable accommodation, particularly for young people, within the District which had, it was perceived, been caused largely through the reduction in the Council's housing stock as a result of "right to buy". Officers estimated that approximately 1200 units had been removed from the Authority's control in this way since the early 1980's. Members considered the possibility of submitting representations to Central Government to change the regulations so as to enable Authorities to opt out of the right to buy policy, on the grounds that the demand for such housing would not permit any further reduction of stock. A motion to this effect moved by Councillor Mrs S J Lemon and seconded by Councillor R A Pearson was agreed unanimously.

ii) Repossession of a Council property in Great Wakering

The Head of Service informed the Sub-Committee that, for the first time in many years, it had been necessary to carry out an eviction due to heavy rent arrears. The property was vacated in a poor condition, and the repairs needed to enable its re-letting were currently being undertaken, an attempt would be made to recoup the cost from the tenant. Members noted that Officers had offered the tenant considerable advice and assistance concerning the rent arrears to avoid an eviction and that, once it became clear that no other course of action was possible, the eviction had been carried out swiftly and efficiently

RECOMMENDED

(1) That Officers make representations to Central Government seeking changes in the regulations to allow Authorities to refuse right to buy applications in those locations where the demand for affordable, Council-owned accommodation is particularly great. (HHHCC)

(2) That a teach-in for Members, concerning the implications of the Housing Needs Survey, be arranged. (HHHCC)

The Meeting closed at 9 18pm.

d S Vince
Chairman

1 September, 1999
Date

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