

## The Executive – 7 November 2012

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Minutes of the meeting of **The Executive** held on **7 November 2012** when there were present:-

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

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

Cllr M Maddocks  
Cllr C G Seagers  
Cllr M J Steptoe

### OFFICERS PRESENT

P Warren	–	Chief Executive
A Bugeja	–	Head of Legal, Estates and Member Services
Y Woodward	–	Head of Finance
R Evans	–	Head of Environmental Services
J Bostock	–	Member Services Manager

### 229 MINUTES

The Minutes of the meeting held on 17 October 2012 were approved as a correct record and signed by the Chairman.

### 230 QUARTER 2 2012/13 FINANCIAL MANAGEMENT REPORT AND MID-YEAR TREASURY MANAGEMENT REVIEW

The Executive considered the report of the Head of Finance containing the Quarter Two Financial Management Report and the Mid-Year Treasury Review.

Responding to questions officers confirmed that:-

- A challenging target was set for income from car parks and that income would increase as arrangements at Hockley Woods and the Freight House came on-stream.
- The capital provision for Magnolia Public Open Space related to drainage works.
- Specifications were provided to contractors looking to submit quotes for structural repairs.

### Resolved

- (1) That the current year-end forecasts for the revenue budgets of the Council based on financial performance during the period April - September of the 2012/13 financial year, as shown in Appendix 1 of the report, be noted.

- (2) That the current financial performance on key financial indicators, as shown in Appendix 2 of the report, be noted.
- (3) That the Quarter 2 Capital Monitoring Report, as set out in Appendix 3 of the report, be agreed.
- (4) That the list of contracts for tender during the next quarter, as set out in Appendix 4 of the report, be noted.
- (5) That the position on the Council's Treasury Management be noted.  
(HF)

### **231 PERFORMANCE REPORT ON KEY PROJECTS FOR THE PERIOD JULY TO SEPTEMBER 2012**

The Executive reviewed the Performance Report on Key Projects.

#### **Resolved**

That the Performance Report on key projects for the period July to September 2012 be received. (HF)

### **232 CUSTOMER FEEDBACK UPDATE AND FREEDOM OF INFORMATION STATISTICS DURING APRIL TO SEPTEMBER 2012**

The Executive considered the report of the Head of Information and Customer Services on customer feedback and Freedom of Information statistics for April to September 2012.

It was pleasing that the Council continued to receive a number of compliments across most service areas.

#### **Resolved**

That the customer feedback and Freedom of Information statistics for April to September 2012 be noted. (HICS)

### **233 COMMUNITY RIGHT TO CHALLENGE**

The Executive considered the report of the Head of Legal, Estates and Member Services on the determining of expressions of interest submitted under the 'Community Right to Challenge', provided for within the Localism Act 2011.

It was noted that any challenge to a decision on an expression of interest would be by way of judicial review and that the processing of expressions could be resource intensive.

### Resolved

- (1) That the Head of Legal, Estates and Member Services be the designated officer for the receipt, validation and acceptance or rejection of expressions of interest.
- (2) That the timetable for the acceptance or rejection of expressions of interest, as set out in Appendix 1 of the report, be approved.
- (3) That the Head of Legal, Estates and Member Services be authorised, after consultation with appropriate Heads of Service, to determine whether grounds exist to reject an expression of interest and, following consultation with the appropriate Executive Member, to accept or reject an expression of interest on behalf of the authority.
- (4) That information on any expressions of interest received be included in the Members' Bulletin. (HLEMS)

### **234 ADOPTION OF CODE OF PRACTICE FOR CHARITY STREET COLLECTIONS IN RAYLEIGH**

The Executive considered the report of the Head of Environmental Services on the signing of the Rayleigh Site Agreement as a working practice agreed between the Public Fund Raising Regulatory Association and Rochford District Council, for consultation with Rayleigh Town Council.

Responding to questions, the Head of Environmental Services confirmed that consideration could be given to introducing similar agreements at Rochford and other locations should this become necessary. There was no requirement for signage, although that could also be considered if appropriate.

### Resolved

- (1) That the signing of the Rayleigh Site Agreement as a working practice agreed between the Public Fundraising Regulatory Association (PFRA) and Rochford District Council, in consultation with Rayleigh Town Council, be approved.
- (2) That the Head of Environmental Services, in consultation with the Portfolio Holder, be authorised to approve a similar Site Agreement for Rochford and other locations should this become necessary in the future. (HES)

**EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved**

That the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

**235    PROGRESS UPDATE ON THE NEW GROUNDS MAINTENANCE CONTRACT**

The Executive considered the exempt report of the Head of Environmental Services on the recommendations of the Member Advisory Group with regard to procurement of the new Grounds Maintenance Contract.

On a motion, moved by Cllr M J Steptoe and seconded by Cllr K J Gordon, it was:-

**Resolved**

- (1)    That the OJEC Notice be withdrawn.
- (2)    That the exempt report be referred back to the Portfolio Holder Member Advisory Group. (HES).

The meeting closed at 8.09 pm.

Chairman .....

Date .....

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