

The Executive – 14 March 2012

Minutes of the meeting of **The Executive** held on **14 March 2012** when there were present:-

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

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|-------------------------|------------------|
| Cllr K J Gordon | Cllr C G Seagers |
| Cllr Mrs G A Lucas-Gill | Cllr M J Steptoe |
| Cllr M Maddocks | |

VISITING

Cllr Mrs A V Hale.

APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr Mrs J E McPherson.

OFFICERS PRESENT

| | | |
|------------|---|-------------------------------------------|
| P Warren | - | Chief Executive |
| Y Woodward | - | Head of Finance |
| S Fowler | - | Head of Information and Customer Services |
| S Scrutton | - | Head of Planning and Transportation |
| R Evans | - | Head of Environmental Services |
| N Khan | - | Principal Solicitor |
| J Bostock | - | Member Services Manager |

46 MINUTES

The Minutes of the meeting held on 8 February 2012 were approved as a correct record and signed by the Chairman.

47 TOWN CENTRE PLANS – HOCKLEY, ROCHFORD AND RAYLEIGH AREA ACTION PLANS

The Executive considered the report of the Head of Planning and Transportation on progressing the Town Centre Area Action Plans for Hockley, Rochford and Rayleigh.

Resolved

That arrangements be made to progress the Town Centre Area Action Plans for Hockley, Rochford and Rayleigh, as set out in the report, with the aim being for all plans to be formally submitted for public examination by September 2013. (HPT)

48 CORPORATE PLAN 2012 – 2017

Members considered the report of the Chief Executive on the revised Corporate Plan for 2012 – 2017.

It was recognised that it would be appropriate to adjust the document to reflect the latest crime rate position and the timeframe for progressing the three town centre studies.

Recommended to Council that, subject to the above adjustments, the revised Corporate Plan 2012 – 2017 be adopted. (CE)

49 PRE-APPLICATION PLANNING ADVICE - PROPOSED SCHEDULE OF CHARGES

The Executive considered the report of the Head of Planning and Transportation on a proposed schedule of charges for pre-application planning advice.

It was agreed that it would be appropriate for the arrangement in respect of householders to be the first item on the charging schedule.

Resolved

That, subject to the arrangement in respect of householders being the first item, the schedule of pre-application planning advice charges, as set out in the appendix to the report, be agreed and implemented from 1 April 2012. (HPT)

50 HOCKLEY WOODS CAR PARK – PROPOSED PARKING SCHEME

The Executive considered the joint report of the Head of Planning and Transportation and the Head of Environmental Services on a car parking tariff for Hockley Woods and the completion of capital works to improve the surface and layout of the car park.

It was agreed that it would be appropriate to include a facility for a season ticket costing £500 per annum for use at Hockley Woods only. Residents with a season ticket purchased for use in one of the Council's main car parks would be able to use their ticket in Hockley Woods. It was also agreed that there should be a review of tariff arrangements six months after implementation. Usage levels may vary due to seasonal aspects. It would be appropriate to remain mindful of possible issues associated with parking on side roads and the patterns of ticket purchase given that there would be the option for payment by mobile phone.

On a motion, moved by Cllr K H Hudson and seconded by Cllr T G Cutmore, it was:-

Resolved

- (1) That, subject to the inclusion of a facility for a season ticket costing £500 per annum for use at Hockley Woods only and to a review of the tariff arrangements six months after implementation, the car parking tariff for Hockley Woods, as set out in the appendix to the report, be agreed and introduced following the completion of capital works.
- (2) That the completion of capital works to improve the surface and layout of the car park be authorised. (HPT/HES)

51 FREIGHT HOUSE, ROCHFORD – PROPOSED CAR PARKING TARIFF

The Executive considered the report of the Head of Planning and Transportation on a proposed car parking tariff for the Freight House car park, Rochford.

It was noted that officers were in liaison with Virgin Active on the possibilities for maximising the number of available parking spaces. Whilst a height barrier was in place, a flexible approach needed to be taken to its usage.

Resolved

That the car parking tariff for the Freight House car park, as set out in the appendix to the report, be agreed and that, subject to the completion of installation works and publication of a revised parking order, the new charges come into operation from 2 July 2012. (HPT)

52 TIMETABLE OF MEETINGS 2012/13

The Executive considered the report of the Head of Legal, Estates and Member Services on the timetable of meetings for the 2012-13 municipal year.

It was agreed that it would be appropriate to move the meeting of the Executive scheduled for 13 March 2013 to 6 March 2013.

Resolved

That, subject to the meeting of the Executive on 13 March 2013 being moved to 6 March 2013, the timetable of meetings for the 2012/13 municipal year, as set out in the appendix to the report, be approved. (HLEMS)

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.

53 **GROUNDS MAINTENANCE SERVICES UP TO 31 MARCH 2013**

The Executive considered the exempt report of the Head of Environmental Services on awarding elements of the grounds maintenance services contract covering the period to 31 March 2013.

There was discussion on the nature of the grass cutting service, litter picking and the most cost effective approach to undertaking inspections/responsive repairs at park areas. Aspects of the discussion are set out in the exempt appendix to these minutes.

Resolved

- (1) That officers be authorised to award the contracts for the grounds maintenance services covering the period to 31 March 2013 on the basis set out in paragraph 2.3 of the exempt report.
- (2) That the above decision is not subject to call-in/referral due to the urgency in securing contract arrangements to maintain service delivery. (HES)

54 **CIVIC SUITE AUDIO VISUAL EQUIPMENT TENDER**

The Executive considered the exempt report of the Head of Information and Customer Services on updating the audio visual equipment at the Civic Suite, Rayleigh.

It was noted that the proposed solution would allow a separate web casting service to be attached in the future, although there could be significant costs associated with such a service. A number of considerations could be associated with a move to either web casting or recording local authority meetings. The cost of the proposed solution was significantly lower than the cost of fitting the existing equipment in the Council Chamber at the Civic Suite had been.

Resolved

- (1) That, the existing Council Chamber audio visual equipment be replaced with an updated system which will be extended so that a live audio/visual feed can be sent to Committee Room 4 and that the bid from Sound Advice for this work, as detailed in the exempt report, be accepted.
- (2) That the project be funded using the existing Capital allocation, supplemented by an additional £6,077 from the IT Capital budget. (HICS)

The meeting closed at 8.17 pm.

Chairman

Date

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