

## **The Executive – 1 March 2017**

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Minutes of the meeting of **The Executive** held on **1 March 2017** when there were present:-

Chairman: Cllr T G Cutmore  
Vice Chairman: Cllr M J Steptoe

Cllr G J Ioannou  
Cllr Mrs J R Lumley  
Cllr Mrs C E Roe

Cllr S P Smith  
Cllr D J Sperring  
Cllr I H Ward

### **OFFICERS PRESENT**

S Scrutton - Managing Director  
N Khan - Executive Director  
J Bostock - Executive Director, Democratic Services  
M Hotten - Assistant Director, Environmental Services  
M Petley - Principal Finance Officer

### **40 MINUTES**

The Minutes of the meeting held on 30 November 2016 were approved as a correct record and signed by the Chairman.

### **41 DECLARATIONS OF INTEREST**

Cllr Mrs J R Lumley declared a non-pecuniary interest in the item on progress on decisions by virtue of being a Trustee of the Rayleigh and Rochford Association of Voluntary Services.

### **42 PROGRESS ON DECISIONS MADE BY FULL COUNCIL / THE EXECUTIVE**

The Executive received the progress on decisions schedule. It was observed that many items had been completed. The following was noted:-

#### **Community Safety Hub (minute 246/14)**

Some effective community safety activity was underway including cross-partner specific days of action and regular meetings at Rayleigh Police Station. As far as Members were aware, there was no foundation to rumours that the Police Station was scheduled for closure.

#### **Process for Awarding Voluntary Sector Grants (minute 249/16)**

The Portfolio Holder would be working with the Advisory Group mid-year on possible application of a small pot of remaining monies.

#### **Lease of Land at 132 London Road, Rayleigh (08/12/15)**

Consideration was being given to the introduction of some bollards to protect the grass area at this location.

### **Air Quality Management Area in Rayleigh Town Centre (09/01/15)**

The decision on the Air Quality Action Plan was scheduled for 31 March. Costings were being finalised.

### **43 QUARTER 3 2016/17 FINANCIAL MANAGEMENT AND PERFORMANCE REPORT**

The Portfolio Holder for Finance, Cllr S P Smith, presented the report on Financial Management and Performance for the third quarter of 2016/17. Referring to the year end budget forecast the Portfolio Holder observed that the figure reflected the introduction of efficiencies within working practices and the hard work of staff. Effective controls and forward planning had been put in place with the objective of being prepared for future budget challenges.

It was observed that national policies in relation to areas such as the Rate Support Grant and Business Rates formed part of the challenge.

During discussion it was noted that:-

- Any budget surplus at the end of the financial year would be applied to the General Reserve Fund.
- Officers would be able to provide detail on the specific location/s associated with above budget revenue from the sale of car park pay and display tickets. Further detail would also be provided on the application of the Public Health Budget in terms of service area involvement.
- The detail of how future business rates arrangements would relate to precepts was, as yet, unknown. The finalised Fair Funding Formula would be key to the Council's finances.

The Portfolio Holder for Community, Cllr Mrs J R Lumley, indicated that there had been one hundred and thirty approaches to the Council's Housing Options Team in January. Prior to this such approaches had averaged ninety per month. It was noted that, in one case, the only option had been to identify some accommodation in Kent. It was also noted that the seventeen units in the pipeline for Frances Cottee Lodge would make a difference.

The sterling work of the Assistant Director, Community and Housing Services and departmental colleagues on this subject was acknowledged.

### **Resolved**

- (1) That the Quarter 3 2016/17 revenue budget and capital position contained in paragraphs 3 and 4 and as shown in Appendices 1 and 2 of the officer report be noted.
- (2) That the Quarter 3 2016/17 Capital Monitoring Report in Appendix 2 of the officer report be agreed.

- (3) That the current financial performance on key revenue financial indicators, as shown in Appendices 3 and 4 of the officer report, be noted.
- (4) That the progress on the Business Plan in Appendix 5 of the officer report be noted. (S151O)

#### **44 AWARD OF CORY ENVIRONMENTAL TRUST GRANT FOR PLAY EQUIPMENT AT HOCKLEY WOODS**

The Portfolio Holder for Environment, Cllr D J Sperring, presented the report on the award of a Cory Environmental Trust Grant for play equipment at Hockley Woods. It was observed that proposals represented a positive outcome.

##### **Resolved**

That the sum of £4,500 be drawn down from the Play Spaces 2017/18 Capital Budget for the purpose of match funding and that authority be delegated to the Assistant Director, Environmental Services, in consultation with the Portfolio Holder for Environment, to approve a grant award of £45,000 from the Cory Environmental Trust and consequent execution of the project (ADES)

#### **45 TIMETABLE OF MEETINGS 2017/18**

The Executive considered the report of the Assistant Director, Democratic Services on the timetable of meetings for the 2016/17 Municipal Year.

Members endorsed the observation of the Portfolio Holder for Finance that it would be appropriate for the January Budget Away Day to be scheduled for a mid-week day commencing at 7.00 p.m. at Civic Suite accommodation. In terms of timing, the content and considerations required by Members for the October Away Day was such that an external venue available over a longer period on a Saturday remained practicable. The time requirement for the January event was shorter. Additionally, utilising Council accommodation would represent a financial saving.

##### **Resolved**

That, subject to the above adjustment in relation to the January Budget Away Day, the timetable of meetings for the 2017/18 Municipal Year, as set out in the appendix to the report, be approved (ADDS)

**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.

**46 BUSINESS RATES WRITE OFF**

The Portfolio Holder for Finance, Cllr S P Smith, presented the exempt report on writing off a business rates sum. It was noted that such write offs were a matter of last resort and that, in some cases, monies had been recovered at a later stage.

**Resolved**

That the sum identified in the exempt report be written off. (S151O)

The meeting closed at 8.08 p.m.

Chairman .....

Date .....

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