



**Rochford District  
Council**

## **Executive Board**

### **agenda**

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***Date***

**19 July 2007**

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***Time***

**7.30 pm**

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***Place***

Committee Room 4  
Civic Suite  
Rayleigh

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**The public are welcome to attend  
this meeting up to item 21 of the agenda**



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## **Members of the Executive Board**

Chairman: Cllr T G Cutmore

Vice Chairman: Cllr K H Hudson

Cllr K J Gordon

Cllr J M Pullen

Cllr C G Seagers

Cllr D G Stansby

Cllr M G B Starke

Cllr Mrs M J Webster

Cllr P F A Webster

## **Terms of Reference**

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

**The Council's vision is to make Rochford the place of choice in the County to live, work and visit.**

## **The Council's principal aims are to:-**

- Provide quality, cost effective services
- Work towards a safer and more caring community
- Promote a green and sustainable environment
- Encourage a thriving local economy
- Improve the quality of life for people in our District
- Maintain and enhance our local heritage

# **A G E N D A**

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|-----------|--|------------|
| <b>1</b>  | <b>Apologies for Absence</b>   |            |
| <b>2</b>  | <b>Non-Members Attending</b>   |            |
| <b>3</b>  | <b>Minutes of the Meeting held on 27 June 2007</b>   |            |
| <b>4</b>  | <b>To Receive Declarations of Interest</b>   |            |
| <b>5</b>  | <b>Matters Referred to the Executive Board/Reports from other Committees</b>   |            |
| <b>6</b>  | <b>Memorandum of Understanding – Thames Gateway Area Waste Management</b>  | 6.1-6.6    |
|           | To consider the Report of the Head of Community Services on approval of a Memorandum of Understanding that evidences the Council's support of the County Council's outline Business Case submission to the Government for PFI Credit purposes. |            |
| <b>7</b>  | <b>Health &amp; Safety Service Plan 2007/08</b>  | 7.1-7.27   |
|           | To consider the report of the Head of Environmental Services on approval of the Health & Safety Service Plan 2007/08.  |            |
| <b>8</b>  | <b>Food Safety Service Plan 2007/08</b>  | 8.1-8.24   |
|           | To consider the report of the Head of Environmental Services on approval of the Food Safety Service Plan 2007/08.  |            |
| <b>9</b>  | <b>Asset Management Plan 2007/08</b>   | 9.1-9.36   |
|           | To consider the Report of the Corporate Director (Internal Services) on the Council's Asset Management Plan 2007/08.   |            |
| <b>10</b> | <b>Asset Management – Property Performance Indicators</b>  | 10.1-10.10 |
|           | To receive the report of the Property Maintenance and Highways Manager on property performance indicators.   |            |

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|-----------|--|-------------------|
| <b>11</b> | <b>Handyperson and Gardening Services – The Way Forward</b>  | <b>11.1-11.2</b>  |
|           | To consider the report of the Head of Community Services providing an update on proposals for expanding the Handyperson and Gardening Services following discussions with Springboard Housing Association.   |                   |
| <b>12</b> | <b>Performance Report to Members for the First Quarter of 2007/08</b>  | <b>12.1-12.8</b>  |
|           | To consider the report of the Head of Finance, Audit and Performance Management on performance for the first quarter of 2007/08.   |                   |
| <b>13</b> | <b>Budget Monitoring Statement</b>   | <b>13.1-13.13</b> |
|           | To receive the Monitoring report of the Head of Finance, Audit and Performance Management on material items of Income and Expenditure in the 2007/08 Budget for the first quarter of the year and an update on the new items included in the Budget for 2007/08. |                   |
| <b>14</b> | <b>Rochford Play Strategy</b>  | <b>14.1-14.30</b> |
|           | To consider the report of the Head of Community Services seeking approval to the Draft Play Strategy 2007-2012.  |                   |
| <b>15</b> | <b>Southend Airspace</b>   | <b>15.1-15.4</b>  |
|           | To consider the report of the Chief Executive on a request from London Southend Airport for the Council to support a stance.   |                   |
| <b>16</b> | <b>Licensing of the Rayleigh Windmill for Civil Ceremonies</b>   | <b>16.1-16.4</b>  |
|           | To consider the report of the Head of Community Services on the potential of staging civil ceremonies at the Rayleigh Windmill and applying for a wedding licence for the venue.   |                   |
| <b>17</b> | <b>Planning for Gypsy and Traveller Accommodation for the East of England: Issues and Options</b>  | <b>17.1-17.7</b>  |
|           | To consider the report of the Head of Planning and Transportation seeking views on the contents of an Issues and Options consultation document published by the East of England Regional Assembly.   |                   |

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| <b>18</b> | <b>Planning for a Sustainable Future – White Paper</b>   | 18.1-18.24 |
|           | <p>To consider the report of the Head of Planning and Transportation summarising and commenting on the main proposals in the White Paper – Planning for a Sustainable Future.</p>  |            |
| <b>19</b> | <b>Air Quality Review and Assessment (Third Round) Update</b>  | 19.1-19.5  |
|           | <p>To receive the report of the Head of Environmental Services on progress of the third review and assessment of air quality within Rochford District and a resolution for future air quality monitoring and assessment.</p>   |            |
| <b>20</b> | <b>Contaminated Land – Update</b>  | 20.1-20.6  |
|           | <p>To receive the report of the Head of Environmental Services which provides an update on current progress in implementing the Council's Contaminated Land Strategy, the joint county-wide initiative of the Essex Contaminate Land Consortium and the Best Value Performance Indicators for Contaminated Land.</p> |            |
| <b>21</b> | <b>Exclusion of the Press and Public</b>   |            |
|           | <p>To agree that the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.</p>  |            |
| <b>22</b> | <b>Update on Gypsy and Traveller Sites</b>   | 22.1-22.16 |
|           | <p>To consider the exempt report of the Head of Planning and Transportation on progress in dealing with a number of unauthorised caravans on various sites in the District.</p>  |            |
| <b>23</b> | <b>Caravan Site Licence – Breach of Site Licence Conditions</b>  | 23.1-23.10 |
|           | <p>To consider the exempt report of the Head of Community Services on a breach of a Site Licence condition.</p>  |            |



Paul Warren  
Chief Executive