

## OUTSTANDING ISSUES – FROM CORPORATE RESOURCES SUB-COMMITTEE

ITEM	PROGRESS/OFFICER
<p><b>Staffing Matters (Minute 427/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the Chief Executive's report be noted.</p> <p>(2) That the terms of the Audit Officer post 10510 be extended from 33 hours to 37 hours a week. (CE)</p>	<p>Implemented</p>
<p><b>Lands Tribunal (Minute 428/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the action of the Chief Executive as outlined be ratified</p> <p>(2) That a report be presented to a future meeting of the Corporate Resources Sub-Committee on the Staff Reward scheme. (CE)</p>	<p>Report being prepared</p>

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OUTSTANDING ISSUES – FROM FINANCE & GENERAL PURPOSES COMMITTEE

ITEM	PROGRESS/OFFICER
<p><b>Current and future monitoring of a leisure, refuse collection and recycling, street cleansing and ground maintenance contracts (Minute 118(4))/00</b></p> <p><b>Resolved</b></p> <p>That prices be obtained for the contracting out of periphery activities with a further report being made to the Contracts Panel on the outcome. (CD(F&amp;ES))</p>	<p>Monitoring arrangements agreed by Members. Posts agreed now filled and arrangement now in place.</p>
<p><b>Support Services for Members (Minute 232/00)</b></p> <p><b>Resolved</b></p> <p>That consideration of the support services to be provided for Members be deferred until after the Council's new political structure has been established. (HAMS)</p>	<p>In hand</p>
<p><b>Asset Management – Best Value Review (Minute 411/00)</b></p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• That the CAPS Solutions Uniform 2000 Estate Management module be acquired</li> <li>• That a basic Global Positioning System be acquired</li> </ul>	<p>With SIS to implement</p> <p>Under consideration</p>

<ul style="list-style-type: none"> <li>• That a Local Land &amp; Property Gazetteer to be linked to the National Land Information System be produced.</li> <li>• That opportunities for Facilities Management, Partnership working and Competition in Asset Management be reviewed within the next twelve months following review of the Leisure and Housing Services</li> <li>• That a further report on the viability of a Data Centre following a process review of data management within the authority be presented</li> </ul>	<p>Data matching complete. Awaiting guidance on NLIS</p> <p>To be reported into Committee in the next cycle</p> <p>Not yet commenced</p>
<p><b>Asset Review – Parish Transfers – Malvern Road, Laburnum Grove And Wood Avenue, Hockley (Minute 418/00)</b></p> <p><b>Resolved</b></p> <p>(1) That the Laburnum Grove and Malvern Road play spaces be transferred to Hockley Parish Council and Ashingdon Parish Council respectively, on a long lease of 125 years at a peppercorn rent, and on such other terms and conditions as the Head of Legal Services deems fit.</p> <p>(2) That the Metropolitan Green Belt land off Beckney Avenue, Hockley be transferred to Hockley Parish Council, either at open market value, or on a long lease of 125 years at a peppercorn rent, and on such other terms and conditions as the Head of Legal Services deems fit. (HLS)</p>	<p>Malvern Road completed, Laburnum Road negotiations proceeding.</p> <p>Draft lease prepared</p>

<p><b>50-54 West Street, Rochford – (Minute 423/00)</b></p> <p><b>Resolved</b></p> <p>(1) That Officers continue to discuss the options for a suitable renovation and redevelopment scheme with the owners within defined parameters based on the information contained in the report.</p> <p>(2) That any initial proposals relating to indicative use and planning application/conservation consent be considered by the Planning Policy Sub-Committee in the first instance. (HOPS)</p>	<p>Ongoing. Draft scheme being prepared by the owners for discussion.</p>
<p><b>Community Strategies (Minute 51/01)</b></p> <p><b>Resolved</b></p> <p>That a report on the way forward be submitted to the first Meeting of the Structural and Procedural Review Sub-Committee in the next municipal year, the report to address the observations made during this meeting. (CE)</p>	<p>Report delayed pending receipt of further work at County level and available staffing resources.</p>
<p><b>Rochford Economic Audit (Minute 69/01)</b></p> <p><b>Resolved</b></p> <p>That Officers complete their work on a draft economic strategy for the District, based on the consultants' report, for consideration at a future meeting. (CE)</p>	<p>Work on the strategy is underway</p>
<p><b>Land at Mill Hall, Rayleigh (Minute 69/01)</b></p> <p><b>Resolved</b></p> <p>That the land at the Mill Hall, Rayleigh, identified on the plan attached to the Corporate Director's exempt report, be sold subject to a covenant to protect its use. (CD(F&amp;ES))</p>	<p>Sale Completed</p>

<p><b>Document Production – Best Value Review (Minute 160/01)</b></p> <p><b>Resolved</b></p> <p>To note the actions already implemented by the review group and agree the proposals for the future provision and management of document production as set out at the Appendix to these minutes. (HAMS)</p>	<p>Delayed due to absence of Head of Service</p>
<p><b>Civic &amp; Public Relations Best Value Review – Interim Report (Minute 161/01)</b></p> <p><b>Resolved</b></p> <p>To add noticeboards; the use of the mobile exhibition unit; and the provision of information in the Council’s receptions to the areas to be looked at as part of the civic and public relations review.</p>	<p>Actioned or in progress</p>
<p><b>Audio Visual Equipment – Tenders (Minute 165/01)</b></p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• To approve an additional provision of £7,400 within the capital programme for 2001/02 for the installation of audiovisual equipment in the Council Chamber.</li> <li>• To ask the Head of Administrative and Member Services to report back to a future meeting of this Committee on a possible charge that might be levied by the Council on other users of the new audiovisual equipment. (HAMS)</li> </ul>	<p>Completed</p> <p>Not yet implemented due to absence of Head of Service</p>
<p><b>Implementation Of The Dogs (Fouling Of Land) Act 1996 (Minute 253/01)</b></p> <p><b>Resolved</b></p> <p>That an amount of £5,000 be set aside from contingencies for the provision of additional dog waste bins throughout the District. (CD(F&amp;ES))</p>	<p>Schedule for installation of new bins being drawn up and will be sent to Members for comment. A further report on The Dogs ( fouling of land) Act will follow in the new year.</p>

<p><b>MOBILE EXHIBITION UNIT (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the hire of the Mobile Exhibition Unit be limited to partner organisations that meet our corporate objectives at an initial rate of £150 per day, plus any other staffing costs that accrue such as overtime.</p> <p>(2) That the Hirer be required to provide evidence of satisfactory insurance cover.</p> <p>(3) That a report be brought to a meeting of the Corporate Resources Sub-Committee in 6 months' time to review the situation. (CE)</p>	<p>)</p> <p>)</p> <p>)</p> <p>) Policy now in operation</p> <p>)</p> <p>)</p> <p>)</p> <p>Report will be brought back in the Jan/Feb cycle</p>
<p><b>The Market Car Park, Rayleigh (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That authority be given to officers to negotiate the relocation of the occupants of the scenery store and the demolition of that building. (HLS)</p> <p>(2) That the request for the exclusive use of an area in the Back Lane, Rochford be refused. (HRHM)</p>	<p>)</p> <p>)</p> <p>) Letters sent to applicants</p> <p>)</p> <p>)</p> <p>)</p>
<p><b>Adoption Of Enforcement Concordat And The Housing, Health &amp; Community Care Enforcement Policy (Minute 255/01)</b></p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>That enforcement policies in support of the concordat be produced for all relevant divisions of the Council.</li> <li>That an implementation plan and estimated resource implications be reported to a future meeting. (HHHCC)</li> </ul>	<p>Planning Services and Housing, Health and Community Care Policies adopted. Others will be developed where necessary by the appropriate Head of Service.</p> <p>This is a substantial task. Estimate report to Committee early Summer 2002.</p>

<p><b>Outside Body Review (Minute 258/01)</b></p> <p><b>Resolved</b></p> <p>That the report be deferred and referred to the new Council when it should include appropriate detail of the activity of the Outside Bodies. (HAMS)</p>	<p>In abeyance until new Municipal Year</p>
<p><b>Home Office Partnership Development Fund (Minute 264/01)</b></p> <p><b>Resolved</b></p> <p>That the following two proposals form the basis of a bid to the Home Office for Community Safety Partnership grant funding:-</p> <p>(1) The funding of a one-year time limited post to support administration/information across the current partnership. The employing authority to be the District Council.</p> <p>(2) Funding to help support the costs of the consultation associated with the carrying out of an audit of the Council's existing Crime and Disorder Reduction Strategy. (CE)</p>	<p>Bid submitted. Funding agreed.</p>
<p><b>Easement – 2 Anchor Lane Cottages, Canewdon (Minute 363(1)/01)</b></p> <p><b>Resolved</b></p> <p>That the Head of Legal Services completes a Deed of Grant of Easement with the owner of 2 Anchor Lane Cottages, Canewdon, for the purposes of vehicular access and parking for up to three cars within that property, on such terms as are agreed by the District Valuer and on such other terms and conditions as the Head of Legal Services thinks fit. (HLS)</p>	<p>Proceeding</p>

<p><b>Land Part Of 67 Queens Road, Rayleigh</b></p> <p><b>Resolved</b></p> <p>(1) That the transfer of an area of land measuring approximately 13 metres in depth on the north-east and 12 metres in depth on the north west, with a width of approximately 11 metres (as shown edged with a thick black line on the plan attached to the report) to the proposed purchaser of 32 Bull Lane, Rayleigh at value and subject to a restriction as to its use and on such other terms as the Head of Legal Services considers appropriate be agreed.</p> <p>(2) That the purchaser meets the Council's legal and valuation fees at his own expense and erects a suitable fence to be agreed by the Council along the new rear boundary of 67 Queens Road, Rayleigh.</p> <p>(3) That the appropriate local Ward Member/s are made aware of any future requests for land purchase at the earliest possible stage. (HLS)</p>	<p>Transfer completed</p>
<p><b>Local Public Service Agreements (Minute 363(1)/01)</b></p> <p><b>Resolved</b></p> <p>That Officers determine the appropriateness of working with the County Council on Local Public Service Agreements and report back to this Sub-Committee should additional resources be required. (CD(F&amp;ES))</p>	<p>Currently in discussion with Essex County Council</p>



<p><b>Joint Member meeting with Essex County Council to discuss areas of mutual interest (Minute 363(2)/01)</b></p> <p><b>Resolved</b></p> <p>That arrangements be made for a further joint member meeting with the County Council to discuss sites/properties of mutual interest, the District Council's representatives to be the respective Group Leaders or their nominees. (CE)</p>	<p>Meeting scheduled for 28 November 2001</p>
<p><b>Leisure Contract – Site Visits (Minute 363(3)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the sites detailed in Section 3 of the exempt report be visited.</p> <p>(2) That dates for the visits be chosen from the preferred dates of 30 October, 5, 12 and 23 November. (CD(F&amp;ES))</p>	<p>Visits arranged and carried out</p>

<p><b>Queen’s Golden Jubilee (Minute 365/01)</b></p> <p><b>Resolved</b></p> <p>(1) That subject to future reports on specific costings as appropriate:-</p> <ul style="list-style-type: none"> <li>(i) Schools, Parish/Town Councils and voluntary bodies be consulted to identify any plans they have for Jubilee celebrations with a report back to Council so that Members can consider whether the District may be able to assist. (CE)</li> <li>(ii) Officers investigate the possibility of installing a plaque at the Beacon site setting out previous key lighting occasions and that any unnecessary signage at this location be removed. (CD(F&amp;ES))</li> <li>(iii) The proposal of the Leisure Sub-Committee that Officers investigate and report back on the possibility of a Special Golden Jubilee film show at the Mill Hall, Rayleigh be endorsed.</li> <li>(iv) The suggestion that the name of the Council’s country park include reference to the Jubilee be referred to the Cherry Orchard Park Working Group for consideration. (CD(F&amp;ES))</li> </ul>	<p>Consultation underway</p> <p>Being actioned</p> <p>Being actioned</p> <p>Agreed by the Working Group (see Minute 388/01)</p>
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<p><b>Provision Of Five-A-Side Football Pitch/Basketball Area, Pooles Lane Recreation Ground, Hullbridge (Minute 369/01)</b></p> <p><b>Resolved</b></p> <p>That the proposal as outlined in the report be approved for implementation, subject to planning approval. (CD(F&amp;ES))</p>	<p>Planning Application submitted November 2001, Tenders received and price being held until Planning Permission received</p>
<p><b>Parish Partnership Initiative – Bid Submissions (Minute 370/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the grant application from Barling Parish Council for matched funding of £5,000 towards the refurbishment of the Parish play area be approved.</p> <p>(2) That the grant application from Hullbridge Parish Council for £2,907.50 towards the provision of new closed circuit television equipment at Pooles Lane car park, Hullbridge, be approved, subject to Officers investigating in the first instance the possibility of providing this level of grant support via the “Communities against Drugs” initiative rather than via the Parish Partnership Fund.</p> <p>(3) That the application from Rayleigh Town Council for the underwriting of any shortfall in respect of the provision of the skateboard facility be refused.</p> <p>(4) That the grant application from Ashingdon Parish Council for £7,117 towards the provision of a new skateboard facility at Ashingdon Playing Field be approved, subject to any necessary permissions being obtained and further detailed discussions as to its siting, maintenance, access etc., given its proposed location within the playing field.</p>	<p>The Parish/Town Councils who submitted bids have been notified of the Council’s decisions</p>

<p>(5) That all projects funded through such grant aid should recognise the support given by the District Council in any literature/signage/publicity produced as a result.</p> <p>(6) That the design of any equipment provided through such grant be agreed by this Authority.</p> <p>(7) That any equipment provided through such grant aid should not be removed without the prior approval of the District Council.</p> <p>(8) That, where grant aid is given, the appropriate Parish/Town Council is made aware that the District Council accepts no responsibility for any further capital or revenue costs associated with the project.</p> <p>(9) That any insurance associated with projects achieved through grant aid be the responsibility of the appropriate Parish/Town Councils. (CE)</p>	
<p><b>Proposed Environmental Centre – Feedback From Rayleigh Town Council (Minute 371/01)</b></p> <p><b>Resolved</b></p> <p>That officers seek formal clarification from Rayleigh Town Council in connection with its intentions on the future of the proposed Environmental Centre adjoining the Windmill at Rayleigh, the Town Council to be asked to reach a decision on this matter no later than six months from the date of this meeting. (CE)</p>	<p>Formal response awaited from Rayleigh Town Council</p>

<p><b>National Non-Domestic Rating Discretionary Rate Relief (Minute 372/01)</b></p> <p><b>(Resolved)</b></p> <p>That Discretionary Rate Relief be granted as follows:-</p> <ol style="list-style-type: none"> <li>1. The Olive Tree Centre – 20% (top-up) Rate Relief from 1 July 1999 and the 7 January 2001.</li> <li>2. Arts Labyrinth – 50% Discretionary Rate Relief from 11 June 1999. (HRHM)</li> </ol>	<p>Discretionary rate relief now granted and reflected in Business Rate bill</p> <p>Discretionary rate relief now granted and reflected in Business Rate bill</p>
<p><b>CHAirman's Allowance (Minute 373/01)</b></p> <p><b>Resolved</b></p> <p>That the Vice-Chairman of the Council be paid an allowance of £2,160 per annum pro-rata for the period of time in which he is standing-in for the Chairman. (CD(F&amp;ES))</p>	<p>Implemented.</p>
<p><b>Rating Valuation (Minute 374/01)</b></p> <p><b>Resolved</b></p> <p>That, as national negotiations progress, the local effect on Clements Hall Leisure Centre be fed into the 2002/3 budget process. (HRHM)</p>	<p>HRHM meeting with Chief Executive of Valuation Office Agency in London on 4 December. CHLC volunteered as valuation model to get early (but not fully indicative) reassessment figures which will be used in national formula</p>

<p><b>Reduction Or Remission Of Business Rate Liability (Hardship Relief) To Businesses Affected By Foot &amp; Mouth Disease – Section 49 Local Act 1988 (Minute 376/01)</b></p> <p><b>Resolved</b></p> <p>That the four businesses identified in the exempt report (a copy of which is appended to the signed copy of these Minutes) each be granted 50% remission from their business rate liability. (HRHM)</p>	<p>Relief now granted and reflected in Business Rate Account</p>
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**OUTSTANDING ISSUES FROM FULL COUNCIL**

<b>ITEM</b>	<b>PROGRESS/OFFICER</b>
<p><b>Albert Jones Court, Rochford (Minute 288/00)</b></p> <p><b>Resolved</b></p> <p>(1) That the County Council reconsiders its decision and look at Albert Jones Court as part of the overall comprehensive consultation exercise as requested by the District Council.</p> <p>(2) If the County Council do not agree, that they be requested to enter into discussions with Rochford District Council and other organisations such as the primary care group and the health trusts and with social landlords to secure a suitable future use for the site.</p> <p>(3) In addition, the County Council should assure this Council that the closure will be carried out in an organised fashion and that the building will not be left in a state of abandonment for any length of time.</p> <p>(4) Finally the District Council requests that the County Council confirms that all capital receipts received in connection with Albert Jones Court and also the Bungalow site be spent in</p>	<p>Essex County Council resolved to close the home</p> <p>Discussions continuing– The Primary Care Group are unlikely to require the building Member level meeting taking place with Essex CC.</p> <p>The building has been secured and the County Council are a party to the discussions about its future.</p> <p>County Council advise that no receipt has been forthcoming, but</p>

<p>Rochford District on initiatives for the benefit of Rochford residents, particularly with regard to the provision of elderly persons' accommodation. (HHHCC)</p>	<p>as and when that occurs, a case will be made to County Members about its use.</p>
<p><b>Consultation with Chambers of Trade (Minute 438/00)</b></p> <p><b>Resolved</b></p> <p>That the provision of additional CCTV cameras in Rayleigh Town Centre be implemented in consultation with the Rayleigh Chamber of Trade and Rayleigh Town Council to supplement the existing network.</p> <p>Noting the financial arrangements for joint initiatives with the Chambers of Trade, any requests from the Rochford and Hockley Chambers of Trade will be given priority for consideration from the remaining allocation of funds. (CDF&amp;ES)</p>	<p>Being Implemented Amounts to be paid to Chambers agreed at previous F&amp;GP</p>
<p><b>Rayleigh Town Centre Review (Minute 85/01)</b></p> <p><b>Resolved</b></p> <p>That a revised Traffic Regulation Order, as proposed by the Rayleigh Town Centre Monitoring Panel, be advertised in accordance with the Traffic Regulation Order procedure (Area Highways).</p>	<p>Informal consultation stage completed</p>
<p><b>Minute 25 – Proposed Traffic Calming Measures, Alexandra Road, Great Wakering (Minute 85/01)</b></p> <p><b>Resolved</b></p> <p>That, having considered the objections to the formal consultation, the proposed traffic calming measures in Alexandra Road, Great Wakering be introduced (Area Highways).</p>	<p>County Council pressing developer for implementation</p>



<p><b>Results Of The Survey On Car Park Lighting (Minute 89/01)</b></p> <p><b>Resolved</b></p> <p>(1) That improved lighting to the following car parks be progressed as indicated within the allocated budget:-</p> <p>Back Lane, Rochford          Southend Road, Hockley          Market, Rayleigh          Civic Suite, Rayleigh          Bellingham Lane, Rayleigh          The Approach, Rayleigh          Clements Hall/Great Wakering/Park School</p> <p>(2) That the provision of lighting at the Freight House, Rochford be agreed in principle, but considered for funding as part of the leisure contract renewal process. (CD(F&amp;ES))</p>	<p>Report to this Committee on The Approach Car Park</p> <p>Lights to be replaced Oct.01</p>
<p><b>Petition (Minute 170/01)</b></p> <p><b>Resolved</b></p> <p>(1) That whilst the Council's officers have tried to discuss this issue with Southend Borough Council and to provide a Members' meeting which on three occasions they have failed to attend, this Council formally requests Southend Borough Council to meet within the next three weeks.</p> <p>(2) That this Council requests Essex County Council to install a ticket machine at Castle Road, Rayleigh and issue Essex windscreen discs to residents of Rochford and Castle Point. Any non residents who use Castle Road to be charged an entrance fee of £6 to cover return fees incurred at Southend Civic sites and to cover administration and staffing costs or a fee to be agreed by Essex County Council which Southend Borough Council may refund to its residents if it wishes.</p> <p>(3) That as Essex County Council has not stated for how long it will return the £3 charge</p>	<p>Awaiting response from Southend Borough Council following exchange of letters between ChiefExecutives</p> <p>Essex CC have responded that these proposals would be very onerous and cannot be considered until the results of the trial period are known</p>

<p>to Rochford residents, it should therefore discuss with Rochford District Council whether it will open and if so, where, a Civic Amenity site for the south/eastern part of Rochford district.</p> <p>(4) That should the District Council fail to get a satisfactory response to the above, the County Council should provide an alternative Civic Amenity site within the District.</p> <p>(5) That Essex County Council and other Districts Councils invite Southend Borough Council to come out of the Waste Consortium. (HHHCC)</p>	<p>Essex CC have advised that the refund arrangements will continue throughout the trial, but they are not able to consider providing another site</p> <p>Both Essex CC and the Consortium believe it is important that Southend Council continues as a member of the Waste Management Advisory Board.</p>
<p><b>Essex &amp; Southend Waste Local Plan - Proposed Modifications (Minute 177/01)</b></p> <p><b>Resolved</b></p> <p>That if Southend Borough Council refuse to name any waste management sites, within its District this Council should seek legal advice as to whether Southend Borough Council should be removed from the Essex Waste Advisory Committee for failing to meet the "working together" agreement. (HPS)</p>	<p>To be actioned when modifications to the Waste Plan are finalised.</p>
<p><b>Capital Programme Progress Report (Minute 268(9)/01)</b></p> <p><b>Resolved</b></p> <p>That the contract for replacement of the Freight House security lights be let immediately following tendering. (CD (F&amp; ES))</p>	<p>Work Completed early November.</p>

<p><b>Essex County Fire And Rescue Service – Consultation Document “Closer To The Community” (Minute 268(9)/01)</b></p> <p><b>Resolved</b></p> <p>That the Fire Service be requested to report back on the outcome of the current pilot project involving Rochford/Southend in the Autumn cycle. (CE)</p>	<p>Fire service reporting to Full Council on 18 December.</p>
<p><b>Chambers Of Trade – Bids For Town Centre Initiatives (Minute 268(9)/01)</b></p> <p><b>Resolved</b></p> <p>That one-off grants be allocated towards the projects identified by each of the Chambers of Trade as indicated in the report of the Corporate Director (Finance &amp; External Services) to the Finance &amp; General Purposes Committee (a copy of which is appended to the signed copy of these Minutes) in the sums of:-</p> <ul style="list-style-type: none"> <li>a) Rochford £5,080</li> <li>b) Hockley £3,330</li> <li>c) Rayleigh £2,580</li> </ul>	<p>Communicated to Chambers – awaiting response</p>
<p><b>Record Of Councillor Attendances 2000/01 (Minute 271/01)</b></p> <p><b>Resolved</b></p> <p>That the document in its current form be submitted to the next meeting of Annual Council, following which a review be undertaken of its content/presentation in the light of the Modernising Agenda. (HAMS)</p>	<p>To next Annual Council</p>

<p><b>Rayleigh Windmill (Minute 273/01)</b></p> <p><b>Resolved</b></p> <p>(1) That a Conservation Architect be engaged to assist as necessary in the preparation and submission of a bid for grant funding in order to determine the amount of money required over the next five years to create an endowment fund.</p> <p>(2) That detailed plans be prepared for works to extend public access to the upper floors of the Windmill and internal refurbishment works necessary to facilitate greater public use of the building.</p> <p>(3) That grant funding be sought to assist with the cost of works and necessary repairs to the external fabric of the building.</p> <p>(4) That at a future point consideration be given to the use of the accommodation and additional uses to extend public use of the building following completion of the works. (HLS/CD(F&amp;ES))</p>	<p>Conservation architects appointed.</p> <p>Being undertaken as part of above</p> <p>Is part of above</p> <p>Is part of above.</p>
<p><b>Playspaces Rolling Programme 2001/02 (Minute 274/01)</b></p> <p><b>Resolved</b></p> <p>That consideration be given to how vandalism problems experienced at the Pooles Lane Recreation Ground, Hullbridge could be addressed. (CD(F&amp;ES))</p>	<p>A meeting has been arranged for 7 December</p>
<p><b>South East Essex Dial-A-Ride Scheme (Minute 275/01)</b></p> <p><b>Resolved</b></p> <p>That J M P Consultants Ltd be invited to a future meeting of the Dial-a-Ride Working Group.</p>	<p>JMP attended Working Party Meeting and will feed information into the County Review Process</p>

<p><b>Capital Programme (Minute 286/01)</b></p> <p><b>Resolved</b></p> <p>That the upgrading of the remaining 58 bedsit accommodation commence in 2002/2003, financed from the Major Repairs Allowance. (HFS)</p> <p><b>Resolved</b></p> <p>That if Cherry Orchard Country Park (Blatches Farm) be secured from Essex County Council, then an additional £125,000 be spent to accelerate the development of this land as a public space/country park. (CE/CD(F&amp; ES))</p> <p><b>Resolved</b></p> <p>That if funds are not available from the Major Repairs Allowance, £125,000 be used to start the programme of modernisation, i.e. to provide individual bathroom/lavatory facilities for each unit of sheltered housing. (CD(F&amp;ES))</p> <p><b>Resolved</b></p> <p>That £375,000 (equivalent to four units) be allocated to provide accommodation for the homeless, any shortfalls in ongoing costs to be met from savings within the bed and breakfast budget. (CD(F&amp; ES))</p>	<p style="text-align: center;">CAPITAL  PROGRAMME  AMENDED  ACCORDINGLY</p>
<p><b>Blatches Farm/Former Park School (Minute 303/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the Council accepts the package as negotiated with Essex County Council in relation to both Blatches Farm and the former Park School site as outlined.</p> <p>(2) In consideration of the District Council surrendering its legal interests in the former Park school site in terms of dual use, the squash courts and car park from April 2002, the County</p>	<p style="text-align: center;">ALL POINTS  NOW</p>

<p>Council to transfer the freehold interest in Blatches Farm to the District Council with a covenant restricting its use to country park or agricultural use and on such other terms and conditions as the Head of Legal Services thinks fit.</p> <p>(3) That officers approach Southend Borough Council with a view to seeking that Authority’s formal position with regard to some form of joint funding arrangement in connection with the management, development and operation of the Country Park, such an approach to be time limited to one month to ensure that the momentum regarding Blatches is not unduly delayed.</p> <p>(4) That the necessary amendments be made to the Leisure Contract Tender Documentation in respect of the former Park School site and the outstanding works ordered in respect of the squash courts be cancelled.</p> <p>(5) That the Country Park designation in respect of Blatches Farm be approved and the mix of uses as outlined within the package negotiated for the former Park School site be included in the First Deposit Draft of the new District Local Plan which is currently being prepared.</p> <p>(6) That Essex County Council be invited to submit an outline planning application in respect of the former Park School site at the earliest opportunity to enable a speedy resolution of the future of the site and end the current uncertainty.”</p> <p>(7) That the handling of the initial publicity surrounding the Joint Agreement with the County Council be delegated to the Chief Executive in consultation with the Council’s Spokesperson. (CE)</p> <p>(8) That officers submit a report into the Committee budget development process on the potential for integrating the open space element now offered as part of the former Park School package with Sweyne Park, Rayleigh, including the possibilities for addressing the surface water drainage problems at Sweyne Park. (CE)</p>	<p style="text-align: center;"><b>BEING</b></p> <p style="text-align: center;"><b>ACTIONED</b></p>
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<p><b>Play Space Rolling Programme 2001/2002 Consultation Responses (Minute 380(vi)/01)</b></p> <p><b>Resolved</b></p> <p>That officers proceed in working with Canewdon Parish Council to establish the skateboard facility and seek planning permission as appropriate. (CD(F&amp;ES))</p>	<p>Planning permission sought – tenders received.</p>
<p><b>Future Consultation Process On Taxi Licensing: Union Recognition (Minute 380(ix)/01)</b></p> <p><b>Resolved</b></p> <p>(a) The Taxi Drivers Forum, comprising Councillors on the Taxi Licensing Working Group and Rochford District Plate Holders (supported by officers).</p> <p>(b) The Taxi Circuit Owners Forum, comprising Councillors on the Taxi Licensing Working Group and Taxi Circuit Owners (supported by officers). (HRHM)</p>	<p>TGWU advised of Council decision. Dates to be agreed for Forum meetings and discussion topics to be invited</p>
<p><b>Contract Review (Minute 380(ix)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That as part of the work around the modernising agenda and compiling a new constitution for the Authority, the Council should develop a procurement strategy, contract standing orders and financial regulations which recognise the trend towards partnering and negotiation.</p> <p>(2) That the new standing orders and regulations need to look at the issues of aggregation and disaggregation.</p> <p>(3) That the new standing orders and regulations need to look at the balance between lowest price versus quality versus time in terms of selection. It needs to be recognised that there will be occasions where quality and /or time may be the overriding factors.</p> <p>(4) That large contracts (that is over £250,000) or contracts on sensitive sites, e.g. Mill</p>	<p>Procurement strategy agreed by S&amp;P Sub, 15 November.</p>

Hall, Town Centres, Public Toilets, should be the subject of greater Member involvement in terms of the development of the specification and monitoring performance.

- (5) That Reports submitted to Committee (both in the Overview & Scrutiny and Policy context) in respect of contracts should, wherever possible, include more details in relation to the quality of the work/service to be provided and the estimated duration of the contract. The key stages of the contract and any critical timeframes should be identified and shown graphically where appropriate.
- (6) That where specific materials are required, initial investigations should take place at the preliminary stage to establish minimum/maximum delivery times. This information can then be included within the deliberations of the appropriate Overview and Scrutiny Committee.
- (7) That in both contract documentation and pre-commencement meetings, the timetable, key milestones and lead times should clearly be addressed.
- (8) That the scheduling of all outdoor contracts should, where possible, be confined to the Spring to Autumn period and not spread into the Winter months, unless for exceptional reasons.
- (9) That the Council purchase 6 signage boards for display by contractors to provide on site information for the public to identify the scheme as a Council project and to provide such information as contract duration, estimated completion and Council contact point.
- (10) That the Council's Approved List of Contractors should include a rider at the bottom of the list stating that "The above companies have been vetted for inclusion on the approved list in terms of their financial standing, capacity, past performance and areas of expertise. However, the vetting has only been within those areas of work applied for and the inclusion of firms on the approved list should not be seen as an endorsement by the Council of the company or its workmanship".
- (11) That within the overall contracting process, Ward Councillors and Group Leaders



<p>should be advised in advance of the commencement of development works contracts within their ward and included in a quality feedback loop as part of the assessment of the success of that contract.</p> <p>(12) That a Lead Officer be identified and named as a contact point for each contract.</p> <p>(13) That the contracts procedure appended to the report be adopted across the Council for building and works contracts.</p> <p>(14) That Essex County Council Highways be requested to arrange for its main highways contractor, Alfred McAlpine, to attend and give a presentation to the late November meeting of Transportation and Environmental Services Committee to explain its role under the Contract 2000 process in respect of the management and maintenance of the highway and footpath network within Rochford District. (CD(F&amp;ES))”.</p>	
<p><b>Notice Of Motion From Councillors Mrs J E Ford And Mrs M J Webster (Minute 381/01)</b></p> <p><b>Resolved</b></p> <p>(1) That, pending a presentation to the Planning Policy Sub-Committee, Council considers the compulsory purchase of 50 – 54 West Street, Rochford in the light of the successful compulsory purchase of 35 – 39 West Street.</p> <p>(2) That the Southend Building Preservation Trust be invited to make a presentation relating to 50 – 54 West Street, Rochford to the Meeting of the Planning Policy Sub-Committee scheduled for 31 October 2001 and that a further report setting out options be submitted to the Meeting of Full Council scheduled for 18 December 2001. (HPS)</p>	<p>Initial report prepared for consideration at F&amp;GP.</p> <p>Implemented</p>

<p><b>MILL HALL LIFT (Minute 382/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the interim works to keep the Mill Hall lift running for a further year be agreed at a cost of £2, 700, Leisure Connect to meet 50% of this cost.</p> <p>(2) That Officers investigate further the installation of a stair lift in Mill Hall.</p> <p>(3) That the issue of the lift at the Mill Hall be a priority for the new Leisure Contractor upon taking on the contract in the New Year. Possibilities associated with revising accommodation usage arrangements to be included in considerations.</p> <p>(4) That a stair climbing trolley be provided for use at the Mill Hall.</p> <p>(5) That Members be advised when works to the lift are to be carried out.</p> <p>(6) That Officers investigate the use of an alarmed weight limit system on the lift at Mill Hall. (CD(F&amp;ES))</p>	<p>Agreed. Delivery and installation of parts expected early December</p> <p>Meeting with consultant arranged 18/12</p> <p>Implemented</p> <p>Implemented</p> <p>Requested</p>
<p><b>Digital Cinema (Minute 382/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the marketing for the cinema at Mill Hall be undertaken by:-</p> <p>(a) A5 flyers for the proposed programmes of screenings for the next six months to be sent to all households within five mile radius of the cinema using the Post Office “door to door service”.</p> <p>(b) Advertising monthly in the “Whats on” column of the local press.</p>	<p>Implemented</p> <p>To commence week of 26/11 and ongoing</p>

<p>(c) Actively encouraging seminar and conferences to use the facility.</p>	<p>Leisure connection advised</p>
<p>(d) Poster displays in Council Offices in Rochford and Rayleigh, libraries, leisure centres and shops together with Council and Parish notice boards (to include advertisements of bar facilities)</p>	<p>Implemented</p>
<p>(2) That sporting events be screened via the sky digital arrangements</p>	<p>Leisure connection advised</p>
<p>(3) That a budget of £3,000 be allocated for the period up to 31 March 2002.</p>	<p>Implemented</p>
<p>(4) That a questionnaire be placed in Rochford District Matters seeking residents views on what films they wished to see at the cinema.</p>	<p>To be published in December issue</p>
<p>(5) That Officers report back on the following issues:-</p>	
<p>(a) The losses from the cinema proposal.</p>	<p>)</p>
<p>(b) The potential for a mutually beneficially sponsorship arrangement with blockbuster video.</p>	<p>)</p>
<p>(c) The specification of the sound system installed at Mill Hall.</p>	<p>)</p>
<p>(d) The costings for adult versus children’s cinema.</p>	<p>)</p>
<p>(e) The possibility of a special Golden Jubilee film to celebrate the Golden Jubilee of Her Majesty Queen Elizabeth II.</p>	<p>)</p>
<p>(f) The potential to re-arrange the seating into bingo style seating with tables in between. (CD(F&amp;ES)</p>	<p>)</p>
	<p>LETTER SENT TO ALL MEMBERS 17/10</p>

<p><b>Composition Of The Standards Committee (Minute 383(I)/01)</b></p> <p><b>Resolved</b></p> <p>That, subject to further review in the light of additional information/guidelines received from Government, the Council’s Standards Committee comprised of appointees as follows:-</p> <ul style="list-style-type: none"> <li>• 5 District Councillors (appointed on a pro-rata basis)</li> <li>• 2 Independent Members</li> <li>• 1 Parish Councillor. (CE)</li> </ul>	<p>Incorporated in the Council’s new constitution</p>
<p><b>Chairmanship Of Committees (Minute 383(ii)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the Council follow Government guidance in that, where there is a majority group/administration, one or more chairs of the Overview and Scrutiny Committees be chaired by Members outside of that group.</p> <p>(2) That the detail of the application of this principle be referred to the Structural &amp; Procedural Review Sub-Committee for further consideration. (CE)</p>	<p>This will be incorporated in the Council’s new constitution</p>
<p><b>Sub-Committees &amp; Working Groups (Minute 383(iii)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That, within the planning process, Parish/Town Councils continue to be allowed to make direct representations to the Planning Services Committee.</p> <p>(2) That the District Council continue to interact and work with Parish Councils as required by virtue of both statute and Council business. (CE)</p>	<p>Noted</p>

<p><b>Parish Involvement (minute 383(iv) /01</b></p> <p><b>Resolved</b></p> <p>(1) That, within the planning process, Parish/Town Councils continue to be allowed to Make direct representations to the Planning Services Committee.</p> <p>(2) That the District Council continue to interact and work with Parish Councils as required by virtue of both statute and Council Business</p>	<p>Noted</p>
<p><b>Committee Timetable (Minute 383(v)/01)</b></p> <p><b>Resolved</b></p> <p>That, subject to Standing Orders and other operational aspects being in place, the new Political arrangements commence on 1 March 2002 on the basis of the timetable appended to the Minutes. (CE)</p>	<p>In hand</p>
<p><b>PARISH/TOWN COUNCIL PLANNING WORKSHOPS (Minute 384/01)</b></p> <p><b>Resolved</b></p> <p>That the comments identified in the Minute preamble be incorporated into the preparation of the Agenda for the first Parish/Town Council Planning Workshop. (HPS)</p>	<p>In hand</p>

<p><b>Rochford Town Centre Enhancement Scheme (Minute 385/01)</b></p> <p><b>Resolved</b></p> <p>(1) That arrangements be made to implement the Rochford Town Centre Enhancement Scheme as outlined in the report and subject to a maximum contribution of £100,000.</p> <p>(2) That authority be delegated to the Head of Planning Services, in consultation with the Town Centre Working Group, to agree the detailed position of individual elements of street furniture once the findings of the County lighting consultant have been made. (HPS)</p>	<p>Implemented</p> <p>Implemented</p>
<p><b>Corporate Plan/Best Value Performance Plan – Half Yearly Review (Minute 386/01)</b></p> <p><b>Resolved</b></p> <p>(1) That progress to date on the development of the Corporate Plan/Best Value Performance plan be noted.</p> <p>(2) That publicity and feedback around the Council's six key objectives and performance to date be via the December edition of Rochford District Matters. (CE)</p>	<p>Article included in Rochford District Matters</p>
<p><b>Proposed Rochford And Castle Point Primary Care Trust (Minute 387/01)</b></p> <p><b>Resolved</b></p> <p>That South Essex Health Authority be advised that this Council supports the formation of a Primary Care Trust for Rochford and Castle Point. (HHCC)</p>	<p>Actioned</p>
<p><b>Cherry Orchard Country Park Working Group (Minute 388/01)</b></p> <p><b>Resolved</b></p> <p>(1) That a view be determined in respect of advisers to the Council's Working Groups.</p>	<p>Agreed by S&amp;PR</p>

<p>(2) That £20,000 be released from the Capital Budget to facilitate preparatory works.</p> <p>(3) That £31,000 be released form the Capital Budget for temporary staffing.</p> <p>(4) That Officers seek all appropriate planning consents.</p> <p>(5) That the park be named the Cherry Orchard Jubilee Country Park. (CD(F&amp;ES))</p>	<p>Actioned</p> <p>Actioned.</p> <p>Will be actioned when open to public</p>
<p><b>Relighting Of Pay And Display Car Parks And Tender Returns (Minute 389/01)</b></p> <p><b>Resolved</b></p> <p>(1) That an additional £11,100 be included in the Capital Programme for resurfacing and improvement works to the Approach Car Park, Rayleigh.</p> <p>(2) That the tender submitted by Loughmans for the relighting the Approach Car Park in the sum of £9,610 and P H Coote for the remaining car parks in the sum of £23,252 be accepted.</p> <p>(3) That relighting of Bellingham Lane, Rayleigh (upgraded scheme), the Approach, Rayleigh, and Southend Road, Hockley, be carried out in the sum of £32,862, additional funding being vired.</p> <p>(4) That the sum of £2,862 be vired from the Crime &amp; Disorder Budget. (CD)FE&amp;S))</p>	<p>Implemented</p> <p>Tender accepted. Work to begin 3/12</p> <p>Contractor appointed. Works to be carried out after Christmas to avoid disruption during busy period</p> <p>Implemented</p>

Holding F&GP 6 Dec/Outstanding issues full council