



**REPORT of
CHIEF EXECUTIVE**

**to
COUNCIL
2 NOVEMBER 2017**

RECOMMENDATIONS OF COMMITTEES FOR DECISION BY THE COUNCIL

1. PURPOSE OF THE REPORT

1.1 To present for the decision of the Council the recommendations of the Committees.

2. RECOMMENDATION

That Members consider the recommendations from the following Committees contained in sections 3 - 4 of this report:

Section 3: Planning and Licensing Committee – 14 September 2017

- Historic Revival Waterfront Projects Outcome (section 3.2)
- Maldon and Heybridge Central Area Masterplan – Adoption as Supplementary Planning Document (section 3.3)
- Code of Good Practice and Guidance on the Conduct of Planning Matters (section 3.4)

Section 4: Finance and Corporate Services Committee – 26 September 2017

- Asset Management Working Group (section 4.2)

3. PLANNING AND LICENSING COMMITTEE – 14 SEPTEMBER 2017

3.1 Web link to agenda, reports and Minutes for the above meeting

<https://democracy.maldon.gov.uk/ieListDocuments.aspx?CIId=133&MIId=1261&Ver=4>

3.2 HISTORIC REVIVAL WATERFRONT PROJECT OUTCOMES

3.2.1 Minute Extract (DRAFT as Minutes have not been finalised):

The Committee considered the report of the Director of Customers and Community updating Members on progress made towards the completion of the Coastal Revival Funded, Historic Waterfront, Revival Project.

The report provided detailed background information regarding the project, including its links to the Maldon and Heybridge Central Area Masterplan and the aims of the feasibility study undertaken. A number of project outputs were set out in the report and an executive summary of the Historic Waterfront Project report was provided at Appendix 1. Appendix 2 set out the required project outputs, a summary of the consultants findings and how the Council may wish to take forward each output to delivery.

Councillor S J Savage raised some concern regarding the accuracy in relation to a map showing footpaths and in response the Chairman requested that he raise his concerns with the Group Manager (Leisure, Countryside and Tourism) outside of the meeting.

In response to a question, the Urban Design Officer provided the Committee with an update regarding the Combined Military Museum and discussions regarding relocation.

Some concern was raised regarding the ability to view documents containing large graphical images through the Modern.Gov system. In response, the Committee Services Supervisor advised that Committee Services were looking at ways to reduce the size of agenda packs.

3.2.2 Committee recommendation:

- (i) that the Council's Corporate Projects Task and Finish Working Group be requested to manage the next steps of the project as set out in **APPENDICES 1 and 2** and below:

The Consultants recommendations are set out in the following list. The main project should be an application to the Heritage Lottery Fund Parks for the People fund for work that involves:

- restoring the qualities of the historic Edwardian park.
- creating a park café with new toilets for the public and changing rooms for the splash park to replace the current toilet block. We (the consultants) think that it would probably be optimal for it to incorporate a flexible space that can incorporate community events of different type

and functions such as weddings. It would probably be a popular facility and offer a good return on investment.

- improving the appearance of the kiosks (if not replaced) and creating a more attractive outdoor seating area in their vicinity.
- extending and modernising Maldon District Museum, and employing a curator – manager. Maldon District Council (MDC) should help the museum to take a wider role in conserving and telling the whole Maldon story, including the maritime heritage.
- replacing the public realm at Hythe Quay with surfacing that is more attractive and in keeping with the heritage, and reduces the impact of parking, while not compromising the operation of the businesses there.
- adapting the Bailiff’s workshop and classroom occupied by the Gig Club to provide flexible ground floor space that can be used for activities of different sort.
- providing a better interpretation and wayfinding system, including panels that tell the story of the Battle of Maldon and Maldon Salt. This would ideally extend to the town centre and along the river.

3.3 **MALDON AND HEYBRIDGE CENTRAL AREA MASTERPLAN – ADOPTION AS SUPPLEMENTARY PLANNING DOCUMENT**

3.3.1 Minute Extract (DRAFT as Minutes have not been finalised):

The Committee considered the report of the Chief Executive presenting the final version of the Maldon Heybridge Central Area Masterplan (the Masterplan) (Appendix 1 to the report).

It was noted that the final copy of the Masterplan incorporated all of the approved amendments following the public consultation and consideration by this Committee which had resolved to remove ‘the bridge’ across the River Chelmer from the masterplan.

The revised Project 7 Heybridge Creek Connection was attached at Appendix 2 to the report) and highlighted a number of amendments made.

In response to concern raised regarding key intervention six as shown in Appendix 1 to the report, the Urban Design Officer explained that what was shown in the Appendix was indicative and any bollards, surface treatment, signage etc. would be subject to a full highways audit for safety and accessibility.

3.3.2 **Committee recommendation:**

That the Maldon and Heybridge Central Area Masterplan (as set out in **APPENDIX 3**), be adopted.

3.4 **CODE OF GOOD PRACTICE AND GUIDANCE ON THE CONDUCT OF PLANNING MATTERS**

3.4.1 Minute Extract (DRAFT as Minutes have not been finalised):

The Committee considered the report of the Chief Executive seeking endorsement of the Code of Practice and Guidance on the Conduct of Planning Matters (attached as Appendix 1 to the report) prior to it being adopted by the Council as part of its Constitution in the light of further revision.

Following consideration by this Committee in June 2017 and comments made the Chairman and Vice-Chairman of this Committee along with the Leader and Deputy Leader of the Council had met with Officers to review the document. The report set out the changes made to the document including Member training along with proposed changes to the constitution and site visit guidelines.

3.4.2 **Committee recommendation:**

- (i) that the Code of Practice and Guidance on the Conduct of Planning Matters (**APPENDIX 4**) be endorsed and the Council is recommended to adopt it as an annexe to the Constitution;
- (ii) that the changes to constitutional arrangements as set out below, be agreed:

Procedure Rule 13 – Voting

Add to (1) – If a Member has not been present at the meeting for the whole of the consideration of a planning application or related matter, or has not undergone fundamental induction training once such a programme has been introduced he/she shall not vote on the matter.

Planning and Licensing Committee Scheme of Delegation

To the Chief Executive (Director) –

In consultation with the Chairman of the Committee, to review the accuracy of agreed planning conditions due to the passage of time between the Committee decision and the issue of a decision notice consequent upon the completion of a S106 planning obligation.

Terms of Reference of Area Planning Committees

Delete provision (a) – To consider and report to the Council

Amend existing para. (b)(i)11 by the deletion of “The approval of”

4. FINANCE AND CORPORATE SERVICES COMMITTEE – 26 SEPTEMBER 2017

4.1 Web link to agenda, reports and Minutes for the above meeting

<https://democracy.maldon.gov.uk/ieListDocuments.aspx?CIId=131&MIId=1241&Ver=4>

4.2 ASSET MANAGEMENT WORKING GROUP

4.2.1 Minute Extract:

The Committee considered the report of the Director of Resources seeking recreation of the Asset Management Working Group (AMWG).

The report provided background information regarding the AMWG and a copy of its previous terms of reference were attached at Appendix 1 to the report. Members were advised that in order to increase challenge and provide increased insight of member views on asset management recreation of the AMWG was recommended.

A number of comments were raised regarding the membership of the Working Group and holding meetings in the daytime to increase availability of Officers and save costs.

It was agreed that the request to provide all Members with a copy of the report considered by this Committee on 23 June 2015 which led to the resolution to disband the Asset Management Working Group be added to the recommendations.

4.2.2 Committee recommendation:

- (i) that the Asset Management Working Group be reformed with immediate effect in accordance with the Terms of Reference (attached at **APPENDIX 5**);
- (ii) that subject to (i) above the Council's constitution be amended to allow meetings of the Asset Management Working Group to take place in the evening;
- (iii) that a copy of the report considered by the Finance and Corporate Services Committee on 23 June 2015 which led to the resolution to disband the Asset Management Working Group be circulated to all Members.

Background Papers: Previous related reports and Minutes to the above meetings.

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