

## Progress on Decisions made by Full Council/The Executive

### From Full Council

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Rayleigh Area Action Plan (Minute 88/15; Minute 267/13)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Resolved</b>	Adopted on 20 October 2015.		
(1) That the Schedule of Modifications to the RAAP Pre-Submission Document (November 2013) be accepted for consultation as part of the examination process for a period of no less than six weeks.			
(2) That following this consultation, the representations received will be sent to the Planning Inspector to be considered before he finalises his report on the soundness of the RAAP.			
(3) That a presentation be made to Full Council on the County Highways report on traffic flow in Rayleigh High Street, once available. <b>(Director)</b>			

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Council Depot, South Street, Rochford (Minute 170/15)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Resolved</b>	Planning permission granted on 10 December 2015. Existing building demolished in preparation for ground works.		
That authority be delegated to the Assistant Director, Environmental Services to proceed with the procurement and installation of a modular building at the Council Depot, South Street, Rochford in consultation with the Portfolio Holders for Enterprise and Environment. <b>(ADES)</b>			

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Item	Progress/Officer Comments		
<b>New Local Plan Evidence Base – Environmental Capacity Study (Minute 208/15)</b>  <b>Resolved</b>  That the finalised Environmental Capacity Study be accepted as part of the evidence base for the new Local Plan. <b>(ADPS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

Item	Progress/Officer Comments		
<b>Regulation of Investigative Powers Act 2000 (RIPA) (Minute 208/15)</b>  <b>Resolved</b>  That the proposed changes to the Council's 'covert surveillance policy and procedure manual' (RIPA policy) be approved. <b>(Director)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

Item	Progress/Officer Comments		
<b>Motion on Notice (Minute 210/15)</b>  <b>Resolved</b>  That the size of the Development Committee be changed from 39 to 13 Members with effect from the meeting scheduled for 19 November 2015 to better align with the sizes of the Council's other probity and regulatory Committees, facilitate non Committee Members to be able to champion the views of their residents on planning applications, minimise potential for political influence and recognise the introduction of thirteen three Member wards with effect from the next Municipal	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

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Item	Progress/Officer Comments
<p>Year. The Committee to be appointed to on a pro rata basis (9 Conservative, 2 Green and Rochford District Residents, 1 UKIP and 1 Liberal Democrat) and to retain existing terms of reference. The following administrative arrangements to apply:-</p> <p>(1) District Councillors within a ward to which a planning application relates to be afforded opportunity to speak at a Committee meeting for five minutes should they so wish, in line with current arrangements for applicants, objectors and Parish/Town Council representatives.</p> <p>(2) The retention of compulsory training and recognition that potential substitute Members would have to have undertaken such training. Having a substitute arrangement in place would mean that, should all Members from a particular ward conclude that they would wish to be able to champion the views of their residents but one of those Members is an appointee to the Development Committee, that Member could be freed up to do so. <b>(ADDS)</b></p>	

Item	Progress/Officer Comments		
<b>Devolution (Minute 211/15)</b>  <b>Resolved</b>  That the current position be noted and that a meeting of Full Council be convened to consider signing-off any initial submission to the Government. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Work is on going and regular updates provided at meetings of Council.		

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Item	Progress/Officer Comments		
<b>Investment Board (Minute 213/15)</b>  <b>Resolved</b>  That an Investment Board be constituted and appointed to, comprising 13 Members (9 Conservative, 2 Green and Rochford District Residents, 1 UKIP and 1 Liberal Democrat) with the terms of reference as set out under paragraph 2.2 of the officer's report. <b>(ADDS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

Item	Progress/Officer Comments		
<b>Adoption of the Rayleigh Centre Area Action Plan (Minute 214/15)</b>  <b>Resolved</b>  That the Rayleigh Centre Area Action Plan be adopted. <b>(ADPS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

Item	Progress/Officer Comments		
<b>Report of the Chief Officer Appointments Committee (Minute 215/15)</b>  <b>Resolved</b>  That Denise Murray be the District Council's appointed Section 151 Officer for a three year period on the basis of an agreement under Section 113 of the Local Government Act 1972. The agreement to include a three month termination clause and provide for the appointee to nominate a deputy and undertake related management activity. This to be on the proviso that the vacant post of Assistant Director, Resource Services be retained. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

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Item	Progress/Officer Comments		
<b>Revised Contract Procedure Rules (Minute 262/15)</b>  <b>Resolved</b>  That the revised Contract Procedure Rules be adopted. <b>(ADDS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

Item	Progress/Officer Comments		
<b>Statement of Licensing Policy (Minute 262/15)</b>  <b>Resolved</b>  That the amended Statement of Licensing Policy (Licensing Act 2003) be approved. <b>(ADLS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

Item	Progress/Officer Comments		
<b>Statement of Licensing Policy (Gambling Act 2005) (Minute 262/15)</b>  <b>Resolved</b>  That the amended Statement of Licensing Policy (Gambling Act 2005) be approved. <b>(ADLS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

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Item	Progress/Officer Comments		
<b>2015/16 Mid Year Treasury Management Review (Minute 262/15)</b>  <b>Resolved</b>  That the 2015/16 mid year treasury management review be approved. <b>(S1510)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

Item	Progress/Officer Comments		
<b>Quarter 2 2015/16 Financial Management Report (Minute 262/15)</b>  <b>Resolved</b>  (1) That the quarter 2 2015/16 revenue budget and capital position of the Council, contained in sections 3 and 4 of the report to the Executive and as shown in appendices 1 and 2, be approved.  (2) That the reasons for variations to the previously approved budgets, as detailed in sections 3 and 4 of the report to the Executive, be approved.  (3) That the latest net revenue budget be set at £9.72m for 2015/16, as outlined in paragraphs 3.1 and 3.6 of the report to the Executive.  (4) That the general fund balance and transfers sought to and from general reserves, outlined in paragraphs 5.3 and 5.4 of the report to the Executive, be approved.	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

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Item	Progress/Officer Comments
(5) That the current financial performance on key revenue financial indicators, as shown in section 6 and appendix 3 of the report to the Executive, be noted. <b>(S1510)</b>	

Item	Progress/Officer Comments		
<b>Local Council Tax Support (LCTS) Scheme – 2016/17 (Minute 262/15)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) That the outcome of the public consultation on the LCTS scheme for 2016/17 be noted.	Implemented		
(2) That the reduction in the maximum award available to working age people receiving support to 72% (option 2) from 1 April 2016 be agreed.			
(3) That the Council earmarks £20,000 in reserves for a Discretionary Hardship Fund, to offer additional help and support to those suffering the greatest financial hardship as defined in the Council's discretionary reduction in Council Tax liability policy.			
(4) That the setting of a minimum income floor for self employed persons be part of the LCTS with effect from April 2016 in line with other welfare reforms.			
(5) That the remaining scheme provisions for 2016/17 continue as currently published on the Council's website, subject to an inflationary increase in the personal allowances used to calculate LCTS in line with those carried out in 2014/15 and 2015/16. <b>(ADCRB/S1510)</b>			

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Item	Progress/Officer Comments		
<b>Allocation of Seats on Committees (Minute 264/15)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>(1) That Members be appointed to serve on Committees for the remainder of the 2015/16 Municipal Year, as follows:-</p> <p>Appeals Committee – vacancy  Audit Committee – Cllrs C I Black and N J Hookway  Development Committee – Cllrs C I Black and J Hayter  Investment Board – Cllrs C I Black and N J Hookway  Licensing Committee – Cllrs N J Hookway and R A Oatham  Review Committee – Cllrs J Hayter and Mrs C M Mason  Standards Committee – Cllr R A Oatham</p> <p>(2) That a Member of the Conservative Group, to be notified by the Group Leader in due course, be appointed to serve on the Local Development Framework Sub-Committee for the remainder of the 2015/16 Municipal Year. <b>(ADDS)</b></p>			
	Implemented.		

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Item	Progress/Officer Comments		
<b>Budget for Grants to Voluntary Organisations 2016/17 (Minute 266/15)</b>  <b>Resolved</b>  That the 2016/17 budget for grants to voluntary organisations be set at £35,000. <b>(S151O)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

Item	Progress/Officer Comments		
<b>Options for Information Communication Technology (ICT) Provision and Support Contract (Minute 267/15)</b>  <b>Resolved</b>  That, in order to ensure appropriate use of public funds and value for money is achieved, option 3 'move to the Microsoft Azure platform without extending the Capita ITES Ltd contract' be taken to the market and a further report be made to Council when quotes have been obtained. <b>(ADTS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Work is in progress.		

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## From The Executive

Item	Progress/Officer Comments		
<b>Provision of Public Toilets (Minute 126/14)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>(1) That reduced operating hours be introduced for the toilets in Back Lane, Rochford as detailed in the report. Public consultation to be undertaken on whether these facilities are required in the longer term and/or whether they should be relocated.</p> <p>(2) That an 'exit' survey be undertaken to ascertain the usage by the public of the facilities in Hockley and Great Wakering. A public consultation exercise to be undertaken to inform a final decision on the future of the toilets.</p> <p>(3) That market testing be undertaken of the facilities in Hullbridge and Rayleigh, together with the adjacent land, to ascertain whether there is any business potential in developing the sites for alternative uses on the basis of an obligation to keep the facilities available to the public.</p> <p>(4) That a further report be submitted to the Executive once the various options have been explored so that the results can be considered as part of the budget process. <b>(ADES)</b></p>	<p>Reduced hours implemented. No complaints or comments have been received.</p> <p>The exit survey has been completed at Hockley and Hullbridge and Great Wakering, the result indicates that the level of usage is very low, 2 or 3 persons a day.</p> <p>Indicative value from a property surveyor has been obtained but officers have been unsuccessful in stimulating interest from adjacent commercial properties, including the Arcadia Group.</p> <p>A way forward will be agreed with the Portfolio Holder. This will be undertaken pending the conclusion of the One Public Estate review. This is ongoing.</p> <p>Overhaul of approach seeking to include wider Community options for the provision of public toilets.</p>		

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Item	Progress/Officer Comments		
<b>Pilot Amenity Vehicle Scheme (Minute 148/14)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>(1) That a pilot amenity vehicle scheme be implemented in Great Wakering on a weekly basis each Saturday for a period of six months, the County Council to be asked if this can be extended to be from 9.00 am to 1.00 pm rather than from 9.00 am to noon.</p> <p>(2) That a further report be submitted to the Executive before the pilot scheme has concluded in order that a decision can be made about future arrangements. <b>(ADES)</b></p>	<p>Costs are currently being obtained to extend the scheme on a monthly basis. A delay has occurred due to a change in our Waste Contractors management.</p>		

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Item	Progress/Officer Comments		
<b>Air Quality in Rayleigh Town Centre (Minute 149/14)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>(1) That the creation of an Air Quality Management Area in Rayleigh Town Centre in line with the Council's statutory Local Air Quality Management duties be approved in principle.</p> <p>(2) That the Assistant Director, Community &amp; Housing be authorised to undertake a public consultation exercise on the extent of the proposed Air Quality Management Area.</p>	Boundaries have been finalised and an order raised. Action plan submission deadline is January 2016 and arrangements are being considered.		
<p>(3) That determination of the final boundary of the Air Quality Management Area following the consideration of consultation responses be delegated to the Portfolio holder for the Environment. <b>(ADC&amp;HS)</b></p>			

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Item	Progress/Officer Comments		
<b>County Highway Ranger Functions (Minute 150/14)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>(1) That the proposals in relation to County Highway Ranger functions being dealt with by the District Council be agreed in principle subject to detailed discussions with the County Council on how the service could be delivered.</p> <p>(2) That the option of releasing additional resources to match fund the County Council's offer of £50,000 for flood alleviation and other measures be given further detailed consideration.</p> <p>(3) That the Portfolio Holder for the Environment sign off finalised arrangements where possible. <b>(ADES)</b></p>	<p>Negotiations are on-going in respect of the Highway Ranger functions between the County Council, the county contractors and our contractors.</p> <p>Agreement has been reached with ECC in respect of the various elements of the Public Realm Agreement and the approved document is expected imminently. This is currently operating.</p> <p>Irrespective of the agreement the County Council has confirmed that the supplementary funding for flooding is now available on the basis of the evidence provided and this is in the process of being invoiced. A final draft of the agreement is being prepared by ECC.</p> <p>Further meetings are being held with ECC to provide better clarification within the agreement before proceeding.</p>		

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Item	Progress/Officer Comments		
<b>Community Safety Hub (Minute 246/14)</b>  <b>Resolved</b>  (1) That a Rochford District Community Safety Hub is implemented at Rayleigh Police Station for a trial period of 6 months, involving the relocation of the Council's Antisocial Behaviour Officer and Domestic Abuse Officer.  (2) That authority be delegated to the Portfolio Holder for the Community to review the outcomes of the pilot and to approve the long-term arrangements. <b>(ADC&amp;HS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	The Community Safety Hub progresses; the data sharing protocol has been agreed.		

Item	Progress/Officer Comments		
<b>Customer Feedback Update and Freedom of Information Statistics 2014/15 (Minute 118/15)</b>  <b>Resolved</b>  That the customer feedback and Freedom of Information statistics for 2014/15 be noted, subject to the next report including:- <ul style="list-style-type: none"> <li>Detail on the sources of complaints and Freedom of Information requests</li> <li>Some case studies in relation to compliments</li> <li>How Rochford District Council's statistics compare with those of other authorities. <b>(ADCRBS)</b></li> </ul>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Changes to the customer feedback procedures document to be prepared and agreed with the Portfolio Holder.		

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Item	Progress/Officer Comments		
<b>Process for Awarding Voluntary Sector Grants (Minute 182/15)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>(1) That a procedure be put in place for allocating the Voluntary Sector Grants Fund for the financial year 2016/17 that is fair, transparent and compliant with the Best Value Statutory Guidance published in 2011 and gives appropriate recognition to resources and benefits, other than monetary, available to applicants as well as support provided by other organisations.</p> <p>(2) That applications to the small grants scheme be open to all voluntary groups operating services in the District, which is in line with the Compact Agreement.</p> <p>(3) That the Rayleigh, Rochford and District Association for Voluntary Services receive top-sliced funding from the same pot, based on the previous year's performance in relation to their Service level Agreement. A joint grant agreement with Essex County Council (which also funds this organisation) to be set up to monitor the allocated grant.</p> <p>(4) That a specified timeline in line with Best Value Guidance, as outlined in the report, be followed. (ADLS)</p>	Implemented.		

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Item	Progress/Officer Comments		
<b>Revised Contract Procedure Rules (Minute 221/15)</b>  <b>Resolved</b>  That, pending adoption of the revised rules, the sustainable commissioning and procurement strategy 2015 – 2020, attached at appendix 2 of the report, be approved. <b>(ADCS/S151O)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

Item	Progress/Officer Comments		
<b>Advice Services Commissioning (Minute 222/15)</b>  <b>Resolved</b>  That the outcome of the advice services tender evaluation panel meeting held on 29 September to award the advice services contract to Citizens Advice Rochford and Rayleigh, as detailed in the exempt report, be endorsed. <b>(ADLS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

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Item	Progress/Officer Comments		
<b>Quarter 2 2015/16 Financial Management Report (Minute 238/15)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>(1) That the Quarter 2 2015/16 revenue budget and capital position of the Council, contained in sections 3 and 4 of the report and as shown in appendices 1 and 2, be approved.</p> <p>(2) That the reasons for the variations to the previously approved budgets, as detailed in sections 3 and 4 of the report, be approved.</p> <p>(3) That the latest net revenue budget be set at £9.72m for 2015/16, as outlined in paragraphs 3.1 and 3.6 of the report.</p> <p>(4) That the general fund balance and transfers sought to and from general reserves, outlined in paragraphs 5.3 and 5.4 of the report, be approved.</p> <p>(5) That the current financial performance on Key Revenue Financial Indicators, as shown in section 6 and appendix 3 of the report, be noted.</p> <p><b>(S1510)</b></p>	Implemented.		

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Item	Progress/Officer Comments		
<b>Customer Feedback Update (Minute 240/15)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>(1) That the customer feedback statistics for Q1 and Q2, as shown in appendix A to the report, be noted.</p> <p>(2) That the current process for reporting and headings on the reports be endorsed.</p> <p>(3) That the updated Comments, Compliments and Complaints Customer Guide, as set out at appendix D to the report, be agreed.</p> <p>(4) That the comparative figures, as shown in appendix B to the report, be noted.</p> <p>(5) That the detailed summary of compliments received, as shown in appendix C to the report, be noted. <b>(ADCRB)</b></p>	Implemented.		

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## Progress on Decisions by the Leader

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Attendance at Royal Garden Party (12/01/16)</b>			<input checked="" type="checkbox"/>
<b>Decision</b>	Arrangements are in hand.		
That Cllr M R Carter and Cllr M J Steptoe be nominated to attend one of the Royal Garden Parties scheduled for either Tuesday 10, Thursday 19, or Tuesday 24 May 2016, accompanied by one guest each, and using the Civic car and driver. <b>(ADTS)</b>			

## Progress on Decisions by the Deputy Leader

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Memorandum of Understanding with Essex County Council in Respect of Delivery of Enforcement Action under Sections 24 and 15 of the Land Drainage Act 1991 (12/01/16)</b>			
<b>Decision</b>	Implemented.		
That the Council signs up to the Memorandum of Understanding for Flood Water Enforcement Activity prepared by Essex County Council. <b>(Director)</b>			

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## Progress on Decisions by Portfolio Holder for Community

Item	Progress/Officer Comments		
<b>Housing Allocation Scheme (29/04/15)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) The amendments to the Council's Allocation Scheme for Social Housing are approved.	Revised decision issued on 17 November 2015 – see item below. Decision now implemented.		
(2) The revised Scheme to be applied to new applicants only. <b>(ADC&amp;HS)</b>			

Item	Progress/Officer Comments		
<b>Housing Allocation Scheme (17/11/15)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) That the amendments proposed to the Council's Allocation Scheme for social Housing, as set out in the previously circulated report, be agreed.	Implemented.		
(2) That the revised Scheme be applied to new applicants only. <b>(ADCHS)</b>			

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## Progress on Decisions by Portfolio Holder for Enterprise

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Special Items 2014/15 (03/7/14)</b>  <b>Decision</b>  That the programme of building works identified in the report be completed, funded from the £20,000 Special Items budget. <b>(ADCS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	All completed in 2014/15 fiscal year, with the exception of South Street office footpath which requires further investigation.  Following a review of the cemetery and Civic Suite schemes these will not now be going ahead.		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Land Between Copford Avenue and Brocksford Avenue, Rayleigh (24/7/14)</b>  <b>Decision</b>  That planning permission for residential development of the Council owned land between Brocksford and Copford Avenues, Rayleigh be sought prior to its sale in accordance with the agreed asset disposal programme. <b>(ADLS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	The outline planning consent was not granted.		

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Item	Progress/Officer Comments		
<b>Re-Surfacing of Area of Back Lane Pay and Display Car Park (24/10/14)</b>	Red	Amber	Green
<b>Decision</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Further to the meeting of the Executive of 15 October 2014, minute no. 214/14, consultation with the Rochford Ward Members has taken place and the extent of the re-surfacing works has been agreed as comprising the main thoroughfare between the entrance and exit of Back Lane pay and display car park. <b>(ADES)</b>	The existing contract has been terminated and is now to be re-tendered with a view to undertaking re-surfacing of entire car park in 2016/17 as this will prove better value for money.		

Item	Progress/Officer Comments		
<b>Commercial Use Of Car Parks Charging Policy (01/05/15)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
That the policy for commercial use of a parking bay and hire of car parks is agreed as set out in the report. <b>(ADES)</b>	Decision taken by the Portfolio Holder on 20/11/2015 and now implemented.		

Item	Progress/Officer Comments		
<b>Empty Shops Strategy (01/05/15)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
That the Empty Shops Strategy as set out in Appendix 1 to the report is adopted. <b>(ADCS)</b>	This will be re-evaluated to combine with the Growth Strategy.		

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Green = On target to meet the completion date or performance level required.  
 Done = Completed projects "greyed out" in reports.

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Commercial Use of Car Parks Charging Policy (20/11/15)</b>  <b>Decision</b>  (1) That the policy for commercial use of a parking bay and hire of car parks be approved.  (2) That car parking charges in all Council car parks be suspended on the Saturdays during December, prior to Christmas – the dates are 5, 12 and 19 December 2015. <b>(ADES)</b>	Implemented		

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Lease of Land at 132 London Road, Rayleigh (08/12/2015/15)</b>  <b>Decision</b>  That the Council-owned land (edged red on the map annexed hereto as appendix 1) be leased to Tesco Stores Limited for use as expansion of the existing car park servicing the Tesco Express store at the same location for a period of 16 years at an annual rental of £1,000. <b>(ADCS)</b>	Draft lease submitted to Tesco Stores Limited. Awaiting response.		

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## Progress on Decisions by Portfolio Holder for Environment

Item	Progress/Officer Comments		
<b>Pilot Amenity Vehicle Scheme (09/12/14)</b>  <b>Decision</b>  That the Pilot Amenity Vehicle Scheme is amended to an alternate weekly arrangement across two sites from 10 January 2015, operating from the Great Woking Sports Centre and the Freight House car park, Rochford.  That a supplementary estimate of £12,727 is approved for 2014/15. <b>(ADES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	The Scheme is to be extended until the end of the financial year at Great Woking, albeit on a reduced schedule of a monthly collection.  This is on going.		

Item	Progress/Officer Comments		
<b>Play Spaces Refurbishment Programme (09/01/15)</b>  <b>Decision</b>  To approve funding of £20,000 from this year's Play Spaces capital budget towards the provision of skateboard/BMX facilities at Canewdon Recreation Ground. <b>(ADES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Location and outline design has been agreed, awaiting final quotes from contractor and reply from Canewdon Parish Council as to how they wish to proceed.  Parish Council is finalising quotes and has indicated the wish to draw down upon the funding in the near future.		

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Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Air Quality Management Area In Rayleigh Town Centre (09/01/15)</b>  <b>Decision</b>  To approve the extent of the Air Quality Management Area (AQMA) for Rayleigh town centre, as shown outlined in red on the attached plan, and for this purpose to authorise the Assistant Director, Community & Housing to make the AQMA Order.  That an action plan is developed by officers to identify and address the sources of nitrogen dioxide (NO <sub>2</sub> ) within the AQMA by 31 January 2016. <b>(ADC&amp;HS)</b>	Work on the Action Plan continues to meet the deadline.		

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Open Space Programme 2015/2016 (25/09/15)</b>  <b>Decision</b>  That the expenditure of £25,000 upon various improvements to open spaces, as outlined in the report, be approved. <b>(ADES)</b>	Quotes being obtained at present, with the awarding of contracts to commence shortly.		

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Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Play Spaces Programme 2015/16 (25/09/15)</b>  <b>Decision</b>  That the capital expenditure of £25,000 upon installation of surfacing and play equipment at Rochford Recreation Ground and surfacing at Playstalls, Little Wakering be approved. <b>(ADES)</b>	Funding bid was successful; the contract to install has been awarded, with the installation imminent.		

### Progress on Decisions by Portfolio Holder for Finance

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Voluntary Organisation Grants 2016/17 (30/12/15)</b>  <b>Decision</b>  That the recommendations made by the Advisory Group that met on 16 December 2015 to allocate grant funding to local voluntary organisations, as outlined in appendix 1 of the previously circulated officer report, be agreed. <b>(ADLS)</b>	Implemented.		

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## Progress on Decisions by Portfolio Holder for Planning

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Response to Chelmsford City Council's Planning Policy Consultations (21/01/16)</b>  <b>Decision</b>  That a formal response to Chelmsford City Council's Local Plan Issues and Options Document consultation (including the draft Sustainability Appraisal) and Statement of Community Involvement consultation, as set out in the report, be submitted within the statutory time period. <b>(ADPS)</b>	Implemented.		

## Progress on Decisions by Portfolio Holders for Environment and Planning

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Biodiversity Offsetting Scheme (02/10/15)</b>  <b>Decision</b>  To approve phase 1 of the biodiversity offsetting scheme for the Hall Road development, involving the restoration and creation of wetland habitats at Cherry Orchard Country Park. <b>(ADES)</b>	Meeting was held with Essex Wildlife Trust in November to discuss timetable for delivery.  There is a lack of clarity from the Environment Bank as to the mechanism to draw down upon the funding; confirmation is now being sought.		

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