

## The Executive – 3 December 2014

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Minutes of the meeting of **The Executive** held on **3 December 2014** when there were present:-

Chairman: Cllr T G Cutmore  
Vice Chairman: Cllr K H Hudson

Cllr K J Gordon	Cllr S P Smith
Cllr Mrs G A Lucas-Gill	Cllr M J Steptoe
Cllr Mrs J E McPherson	Cllr I H Ward
Cllr Mrs C E Roe	

### OFFICERS PRESENT

A Dave	- Chief Executive
Y Woodward	- Head of Finance
M Harwood-White	- Leisure Services Manager
J Bostock	- Member Services Manager

### 241 MINUTES

The Minutes of the meeting held on 5 November 2014 were approved as a correct record and signed by the Chairman.

### 242 PERFORMANCE REPORT ON KEY PERFORMANCE INDICATORS FOR THE PERIOD JULY TO SEPTEMBER 2014

The Executive reviewed the Performance Report on Key Performance Indicators.

The factors associated with Council Tax income having exceeded the initial profile target (LP1238) were noted.

Some concerns were raised and/or clarification sought in relation to the statistics for indicators BV009n(percentage of Council Tax collected); BV078a (average number of days for processing new benefits claims); BV087b (average number of days for processing change of circumstances); LP1739 (rolling average of households in temporary accommodation); BV204 (percentage of appeals allowed against decisions to refuse planning applications); LP1241 (affordable homes delivered); LP1740 (initial planning enforcement site visits); the Building Control targets; LP1619 (number of Job Seeker Allowance claimants); LP1242 (number of empty units in Town Centres) and LP1325 (number of empty units in Industrial Estates).

The Leisure Services Manager provided further information on validation work being undertaken in relation to LP1001, the Clements Hall Sports Centre, which had identified that the statistics under this indicator required revision.

### Resolved

That the progress against Key Performance Indicators for the Period July to September 2014 be received, subject to noting that a number of items are currently behind target and that the terminology 'not applicable' would be more appropriate than 'not set' under the year to date target heading. (HF)

### 243 **PERFORMANCE REPORT ON KEY PROJECTS FOR THE PERIOD JULY TO SEPTEMBER 2014**

The Executive reviewed the Performance Report on Key Projects.

Some concerns were raised and/or clarification sought on the statistics relating to the projects for the development and adoption of a new Local Plan; adoption of a Community Infrastructure Levy charging schedule; delivering the Upper Roach Valley Living Landscape; the new material recycling facility contract; enhancing pride with commercial partners; developing a network of cycle paths; the review of working arrangements with Essex County Council highways; production of the Transportation Strategy Supplementary Planning document; the Surface Water Flood Forum; the identification of development opportunities on public organisation owned land; the potential for land development; the Thames Gateway South Essex Empty Homes Scheme; the Empty Homes Strategy; the promotion of energy efficiency/tackling of fuel poverty; helping growth of new and existing businesses; adoption of the JAAP; support provided for rural businesses; delivery of the Empty Shops Strategy; delivery of the Tourism Strategy; the seeking of finance from the South East Local Enterprise Partnership and the adoption of Town Centre Action Plans.

The Portfolio holder for Community, Councillor Mrs J E McPherson, advised that concerns in relation to the reduction of homelessness were being actively addressed.

### Resolved

That the progress against Key Projects for the Period July to September 2014 be received, subject to noting that:-

- Whilst profiles may not always be linear, without additional information, it appeared that some projects were nearer to amber than green status.
- The setting of appropriate milestones was key.
- Consideration should be given to the removal of projects that would remain ongoing.
- The Portfolio Holder for Community was actively addressing concerns in relation to the reduction of homelessness.

- Whilst documented information provided about projects should be as indicative as possible, account should be taken of whether such information can be provided in an efficient way.
- Portfolio Holders should have an understanding of how projects relating to their own areas are progressing, addressing areas of concern and reporting to the Executive as necessary. (HF)

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

The Executive reviewed the schedule of progress on decisions.

There was some discussion on the nature of expenditure to date associated with facilities at the Council Depot, Rochford. The Portfolio Holder for the Environment was seeking clarification on two projects.

#### **Resolved**

That the progress on decisions made by Full Council/The Executive, as set out in the schedule, be received, subject to noting that the Portfolio Holder for Environment was seeking clarification in relation to the precise status of the Great Wakering pilot amenity vehicle scheme and proposals relating to County Highway Ranger functions. (HLEMS)

### **245 MID YEAR TREASURY MANAGEMENT REVIEW**

The Portfolio Holder for Finance, Councillor S P Smith, presented the report on the mid year position with regard to the Council's treasury management.

**Recommended** to Council that the Mid Year Treasury Management Review be approved. (HF)

### **246 COMMUNITY SAFETY HUB**

The Portfolio holder for Community, Councillor Mrs J E McPherson, presented the report on a proposal to implement a Rochford District Community Safety Hub at Rayleigh Police Station for a trial period of six months.

It was noted that the Council's Community Safety Team comprised of four officers, two of whom would be relocated to the Police Station in Rayleigh if the proposal was agreed. It was also noted that the health sector was not yet fully engaged with hub arrangements. Work on establishing safe and secure data sharing protocols was underway.

It was confirmed that the Portfolio Holder for People and Technology, Councillor G A Lucas-Gill, would be kept apprised of the IT aspects of proposals.

### Resolved

- (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. (HES)

### EXCLUSION OF THE PRESS AND PUBLIC

#### Resolved

That the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

### 247 **CAPITA TELEPHONE CALL HANDLING CONTRACT FOR REVENUES AND BENEFITS**

The Portfolio Holder for Governance, Councillor Mrs C E Roe, presented the exempt report on awarding the Council's contract in relation to revenues and benefits telephone calls for a further twelve months.

There was some discussion on the appropriateness of the calls answered target, the resources associated with this type of service and statistics in relation to official complaints received. Members concluded that a full review of available options in relation to the service should be undertaken as soon as practicable and it was:-

#### Resolved

That Capita Local Government Services be awarded a further twelve month contract from 1 April 2015 to take the Council's Revenues and Benefits telephone calls, a full review of the options available in relation to the provision of this telephone service to be undertaken within the next twelve months following organisational redesign. (HF)

Prior to the close of the meeting the Chief Executive updated Members on the current position with regard to the review of Council and other public organisation land to identify development opportunities.

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The meeting closed at 8.56 pm.

Chairman .....

Date .....

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