

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

**From Full Council**

Item	Progress/Officer Comments		
<p><b>Allocations Document (Minute 239/13)</b></p> <p><b>Resolved</b></p> <p>(1) That the schedule of modifications to the Allocations Submission Document (April 2013) be accepted for consultation as part of the examination process, as set out in the report.</p> <p>(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 Allocations Document. <b>(Director)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<p>The Allocations document was adopted by the Council on 25 February. Since adoption a legal challenge to the validity of the plan has been considered by the courts and a final judgment is awaited.</p>		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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
<b>Rayleigh Area Action Plan – Draft Submission Document (Minute 267/13)</b>  <b>Resolved</b>  (1) That the Draft Rayleigh Area Action Plan Submission Document be accepted for pre-submission consultation to take place in early 2014, followed by formal submission to the Secretary of State.  (2) That authority be delegated to the Head of Planning and Transportation, in consultation with the Portfolio Holder for Planning, Transport and Heritage, to make minor amendments to the document prior to submission to the Secretary of State, excluding those that would materially alter policy, having regard to the results of pre-submission consultation, in order to ensure soundness of the submission document. <b>(Director)</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	It is anticipated the plan will be submitted on 4 December or shortly thereafter, with the public examination to follow. The anticipated adoption date is April 2015, though this may be pushed back if there is a need to publish modifications in due course.		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Medium Term Financial Strategy 2015/16 – 2019/20 (Minute 29/15)</b>  <b>Resolved</b>  That the level of Council Tax for Rochford District Council for 2015/16 be frozen at the same level as for 2014/15. <b>(ADRS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments	
<p>(1) That the Medium Term Financial Strategy (MTFS) for 2015/16 to 2019/20 be agreed, including the proposals contained within the officer’s report, with the following key budgetary changes:-</p> <ul style="list-style-type: none"> <li>a) New budget of £7,500 for the social media strategy and any required subscriptions.</li> <li>b) New budget of £15,000 to support the delivery of the economic growth strategy.</li> <li>c) Increase to the recycling contract costs to provide access for Rochford District residents to the Southend Borough Council amenity site in Stock Road.</li> <li>d) New budget of £40,000 for the reintroduction of a pest control service, final details to be determined by the Portfolio Holder for introduction from April 2015.</li> <li>e) New budget of £25,000 for flood prevention works.</li> <li>f) New budget of £6,000 for community safety accreditation.</li> </ul>	<p>Implemented</p>	
<p>(2) That the core estimates for 2015/16, as shown in the attached draft budget book, with the noted revision to the estimate for leisure premises business rates, be agreed.</p>		
<p>(3) That the schedule of fees and charges for 2015/16 be agreed, subject to the removal of the interment fee for children under the age of 12.</p>		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments
(4) That the capital programme with £50,000 of the Cherry Orchard provision retained in 2014/15, as detailed in the MTFS report, be agreed.	
(5) That the use of earmarked reserves, as detailed in the MTFS report, be agreed.	
(6) That the Non Domestic Rates Return (NNDR1) be submitted to the Department of Communities and Local Government. <b>(ADRS)</b>	

Item	Progress/Officer Comments		
<p><b>New Council Ward Boundaries (Minute 30/15)</b></p> <p><b>Resolved</b></p> <p>(1) That the Working Group’s recommendations, as set out in the table in paragraph 3 of the officer’s report, form the Council’s final consultation response to the Local Government Boundary Commission for England (LGBCE).</p> <p>(2) That the Working Group’s recommendations, as set out in the table at paragraph 4 of the officer’s report, form the Council’s final consultation response to the LGBCE, subject to Grange Ward being renamed Sweyne Park and Grange Ward, Hockley Ward being renamed Hockley West and Hockley and Ashingdon Ward renamed Hockley East and Ashingdon.</p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments
(3) That the remainder of the LGBCE’s proposals be formally supported, as they accord completely with the Council’s original proposals, as provided in its stage 1 consultation.	
(4) That authority be delegated to officers, in consultation with the Working Group, to finalise the wording of the final stage (stage 2) consultation response required to be submitted to the LGBCE. <b>(ADDS)</b>	

Item	Progress/Officer Comments		
<b>Setting The Council Tax 2015/16 (Minute 37/15)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) That the Council Tax requirement for the Council’s own purposes for 2015/16 (excluding Parish and Town precepts) be £6,316,678.	Implemented		
(2) That the total for gross expenditure of the District together with the Parish and Town precepts be £35,415,634.			
(3) That the total of income for the District Council be £27,889,714.			
(4) That the Council Tax requirement of the District Council together with the Parish and Town Councils be £7,525,920			
(5) That the basic amount of Council Tax (including Parish and Town Precepts) be £248.99 for the year. This being the Council Tax requirement £7,525,920 divided by the Council Tax base 30,226.2.			

**KEY** Red = Target unlikely to be met. Green = On target to meet the completion date or performance level required.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned. Done = Completed projects “greyed out” in reports.

Item	Progress/Officer Comments
<p>(6) That the total of the sums payable into the general fund in respect of redistributed Business rates and Government grant, including New Homes Bonus and adjustments from the collection fund, be £4,013,713.</p> <p>(7) That the total of Parish and Town precepts included within the above is £1,209,242.</p> <p>(8) That the basic rate of Council Tax relating to the District Council without Parish and Town precepts is £208.98 which is a 0.00% increase.</p> <p>(9) That the total tax for both District and Parishes be as set out in the Schedule, which is attached as Appendix A to these Minutes. These sums are calculated as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.</p> <p>(10) That the sums given above for Band D but now shown in the particular valuations bands A-H are as set out in the schedule attached as Appendix B to these Minutes.</p> <p>(11) That the precepts issued to the Council in respect of Essex County Council, Essex Fire Authority and Essex Police Authority for each valuation band A-H are as set out in the schedule attached as Appendix C to these Minutes.</p> <p>(12) That the total Council Tax for the area for each valuation band A-H is as set out in Appendix D to these Minutes. These are the amounts set as Council Tax for the year 2015/16. <b>(ADRS)</b></p>	<p>Implemented</p>

**KEY** Red = Target unlikely to be met. Green = On target to meet the completion date or performance level required.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned. Done = Completed projects "greyed out" in reports.

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Treasury Management Strategy Statement, Annual Investment Strategy And Minimum Revenue Provision Policy Statement 2015/16 (Minute 38/15)</b>  <b>Resolved</b>  (1) That the Treasury Management Strategy Statement and Annual Investment Strategy including the investments instruments, indicators, limits and delegations contained within the report, be noted.  (2) That the Capital Expenditure Forecasts, as detailed in the report, be noted.  (3) That the Minimum Revenue Provision policy for 2015/16, as detailed in the report, be noted.  (4) That the Authorised Limit and Operational Boundary for external debt, as detailed in the report, be noted. <b>(ADRS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Returning Officer’s Fees And Arrangements For Elections (Minute 39/15)</b>  <b>Resolved</b>  (1) That the change in count venue for the 7 May 2015 elections from The Mill Arts and Events Centre, Rayleigh to the Clements Hall Leisure Centre, Hawkwell be noted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

**KEY** Red = Target unlikely to be met. Green = On target to meet the completion date or performance level required.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned. Done = Completed projects “greyed out” in reports.

Item	Progress/Officer Comments
(2) That the availability of sufficient space within existing office accommodation for the checking and storage of ballot papers, postal packs and poll cards and activity to identify the best location for postal vote opening be noted.	
(3) That the fees payable to the Returning Officer be retained at their current level.	
(4) That the schedule of fees paid to staff working on elections in the financial year 2015/16 be noted.	
(5) That the apportionment of the Returning Officer fee in the ratio 50% Returning Officer, 50% Deputy Returning Officers within the core electoral team be endorsed.	
(6) That any fee paid to the Returning Officer or any Deputy Returning Officer with full powers be published on the website. <b>(CE)</b>	

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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
<b>Changes to the Constitution (Minute 40/15)</b>			
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>(1) That the proposed changes to the Constitution emanating from the Leadership and Organisation Redesign 2014 be adopted. These to include Albert Bugeja and Yvonne Woodward continuing in their roles of Monitoring Officer and Section 151 Officer respectively until departure arrangements consequent to the redesign are finalised. Following this point the roles will fall to the Assistant Director – Legal, Angela Law (Monitoring Officer) and the Assistant Director – Resource Services, Joseph Raveedran (Section 151 Officer) on an interim basis in line with their contracts of employment.</p> <p>(2) That the proposed change to paragraph 6 of Council Procedure Rules, notice of summons to meetings, be adopted.</p> <p>(3) That the proposed changes to the Code of Good Practice for Planning Matters to reflect District Council Practice be adopted.</p> <p>(4) That it be noted that factual changes to the Contract Procedure Rules to reflect statutory change are imminent. <b>(CE)</b></p>	Implemented		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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
<b>Pay Policy Statement (Minute 41/15)</b>  <b>Resolved</b>  That the Pay Policy Statement for 2015/16 be adopted subject to the wording in the first sentence of paragraph 8.1 being amended to read: 'The Council is committed to supporting the Government in tackling all forms of illegal tax avoidance'. <b>(CE)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Implemented			

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Material Recovery Facilities Contract (Minute 42/15)</b>  <b>Resolved</b>  (1) That a supplementary estimate of £400,000, to make provision for the possible costs of procuring material recovery facilities be approved.  (2) That authority be delegated to the Executive to award the Material Recovery Facilities contract due on 10 April 2015. <b>(ADES)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Implemented			

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

From The Executive

Item	Progress/Officer Comments		
<p><b>Town Centre Plans – Hockley, Rochford and Rayleigh Area Action Plans (Minute 47/12)</b></p> <p><b>Resolved</b></p> <p>That arrangements be made to progress the Town Centre Area Action Plans for Hockley, Rochford and Rayleigh, as set out in the report, with the aim being for the Hockley plan to be formally adopted by September 2013 and Rayleigh and Rochford by March 2014. <b>(Director)</b></p>	Red	Amber	Green
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>Hockley – Plan adopted.</p> <p>Rochford – Consultation on modifications to the Rochford Area Action Plan Public runs until 4 December; submission of the modifications and consultation responses will then be sent to the Inspector later in December.</p> <p>It is anticipated that the Rayleigh Plan will be adopted in April 2015.</p>		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments		
<b>Draft Open Spaces Strategy (Minute 74/14)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>(1) That the draft Open Spaces Strategy, as attached to the report, be agreed for consultation with key stakeholders.</p> <p>(2) That authority be delegated to the Head of Environmental Services, in consultation with the Portfolio Holder for Environment, Leisure Arts and Culture, to approve the Action Plan.</p> <p>(3) That, following public consultation, the finalised Strategy is presented to the Executive in July for approval. <b>(ADES)</b></p>	<p>The Portfolio Holder for Environment has signed off the draft strategy and accompanying action plan; The public consultation is underway and due to be completed by the end of November.</p>		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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
<b>Provision of Public Toilets (Minute 126/14)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Resolved</b>			
(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.	Reduced hours implemented. No complaints or comments have been received.		
(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.	The exit survey has been completed at Hockley and Hullbridge and the result indicates that the level of usage is very low, 2 or 3 persons a day.		
(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.	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.		
(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>	A way forward will be agreed with the Portfolio Holder.		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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
<b>Pilot Amenity Vehicle Scheme (Minute 148/14)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Resolved</b>			
(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.	Implemented from 9 August. Essex County Council declined to fund the scheme until 1.00 pm and it has therefore operated as originally proposed.		
(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>	The Portfolio Holder is currently considering a report on the scheme.		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Air Quality in Rayleigh Town Centre (Minute 149/14)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Resolved</b>			
(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.	Boundaries have been finalised and a order raised. Action Plan Submission deadline is January 2016.		
(2) That the Head of Environmental Services be authorised to undertake a public consultation exercise on the extent of the proposed Air Quality Management Area.			

**KEY** Red = Target unlikely to be met. Green = On target to meet the completion date or performance level required.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned. Done = Completed projects "greyed out" in reports.

Item	Progress/Officer Comments
(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>(ADES)</b>	

Item	Progress/Officer Comments		
<p><b>County Highway Ranger Functions (Minute 150/14)</b></p> <p><b>Resolved</b></p> <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>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<p>Negotiations are on-going in respect of the Highway Ranger functions between the County Council, the county contractors and our contractors. Resolution is expected shortly.</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 will then be considered by the Portfolio Holder.</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.</p>		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments		
<b>Commercialism Update (Minute 216/14)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>(1) That the progress being made across the organisation on commercialism be noted.</p> <p>(2) That the outcomes from the Dragon’s Den initiative involving Council officers be noted and the following projects approved:-</p> <ul style="list-style-type: none"> <li>– The hire of an area in Sweyne Park, Rayleigh to a third party, for open air cinema events.</li> <li>– A budget of £1,500 to support the administration of Town Teams in Rayleigh, Rochford and Hockley.</li> <li>– The establishment of a Challenge Fund to encourage Community Groups and individuals to assist with key aspects of the Council’s Corporate Plan. Precise details to be agreed with the Portfolio Holder for Enterprise. <b>(ADES)</b></li> </ul>	<p>Arrangements are being put in place to stage an event in the spring.</p> <p>Provided</p> <p>The scheme is in the process of being investigated.</p>		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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
<b>Quarter 2 2014/15 Financial Management Report (Minute 235/14)</b>  <b>Resolved</b>  (3) That the quarter 2 capital monitoring report, as shown in appendix 3 of the report, be noted and agreed.  (5) That the amount recommended for write off relating to historic leisure contract invoices, as detailed in paragraph 3.4 of the report, be approved. <b>(ADRS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		
	Written off		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Business Rates Write Offs (Minute 238/14)</b>  <b>Resolved</b>  (1) That the sum of £15,159.95 for non domestic rates in relation to the first case in the exempt report be written off.  (2) That the sum of £47,750.58 for non domestic rates in relation to the second case in the exempt report be written off. <b>(ADRS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Written off		
	Written off		

**KEY** Red = Target unlikely to be met. Green = On target to meet the completion date or performance level required.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned. Done = Completed projects "greyed out" in reports.

Item	Progress/Officer Comments		
<b>Community Safety Hub (Minute 246/14)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>(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.</p> <p>(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></p>	<p>The Community Safety Hub progresses; a meeting to finalise the Data Sharing Protocol has been agreed after which a timeline can be finalised.</p>		

Item	Progress/Officer Comments		
<b>Capita Telephone Call Handling Contract for Revenues and Benefits (Minute 247/14)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>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. <b>(ADRS)</b></p>	<p>A further 12 months contract from 1 April 2015 in place</p>		

**KEY** Red = Target unlikely to be met. Green = On target to meet the completion date or performance level required.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned. Done = Completed projects “greyed out” in reports.

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Renewal of Insurance Contract (Minute 27/15)</b>  <b>Resolved</b>  That the Council’s insurance contract using AJG Broker Services be renewed. <b>(ADRS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	AJG Broker Services instructed		

**Progress on Decisions by Portfolio Holder for Community**

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Corporate Equality Policy 2014-2017 (05/02/15)</b>  <b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) Agreement to the Corporate Equality Policy 2014-17. (2) Agreed to the Council publishing Equality Data to demonstrate compliance annually (Appendix B). (3) Agreed to the Council publishing its equality objectives every four years (Appendix C). <b>(ADTS)</b>	Implemented. Relevant documents on website and intranet		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments		
<p><b>Grants To Voluntary Organisations 2015/16 – Second Capital Funding Round (Minute 20/03/15)</b></p> <p><b>Decision</b></p> <p>To agree the recommendations made by the Member Grant Advisory Group which met on 17 March 2015 to allocate the second round of capital grant funding to local voluntary organisations, as outlined in Appendix 1. <b>(ADLS)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented. Groups notified of allocations. Grants can be paid from April 2015		

Item	Progress/Officer Comments		
<p><b>Grants to Voluntary Organisations (31/12/14)</b></p> <p><b>Decision</b></p> <p>To agree the recommendations made by the Advisory Group that met on 17 December 2014 to allocate grant funding to local voluntary organisations, as outlined in Appendix 1 of the report, which has been previously circulated. <b>(ADLS)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented. Groups notified of allocations. Grants can be paid from April 2015		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments		
<b>Safeguarding Children And Adults Section 11 Audit 2015 (10/02/15)</b>  <b>Decision</b>  That Rochford District Council’s finalised Section 11 Safeguarding Children’s Audit and the Safeguarding Vulnerable Adults Audit is submitted to the respective Safeguarding Children & Adult Boards. <b>(ADTS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

**Progress on Decisions by Portfolio Holder for Enterprise**

Item	Progress/Officer Comments		
<p><b>Special Items 2014/15 (03/7/14)</b></p> <p><b>Decision</b></p> <p>That the programme of building works identified in the report be completed, funded from the £20,000 Special Items budget. <b>(ADCS)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<p>These works are in hand and will be completed this fiscal year.</p>		

Item	Progress/Officer Comments		
<p><b>Special Item Asbestos Survey 2014/15 (24/7/14)</b></p> <p><b>Decision</b></p> <p>That £3,750 be released from the special items budget 2014/15 to allow the council's assets to be resurveyed for asbestos and the asbestos management plan updated in compliance with the Control of Asbestos Regulations 2012. <b>(HLEMS)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>The contract is in place to carry out these works; the surveys commenced mid November.</p>		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments		
<b>Land Between Copford Avenue and Brocksford Avenue, Rayleigh (24/7/14)</b>	Red	Amber	Green
<b>Decision</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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>	The outline planning consent was not granted.		

Item	Progress/Officer Comments		
<b>Scanning Room at Rochford Offices – New Roof and Windows (07/8/14)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
That £16,800 be released from the 2014/15 capital budget to allow the flat roof over the data scanning room to be upgraded and windows formed in the external wall to improve ventilation. <b>(ADLS)</b>	The work had been slightly delayed by the need to gain planning approval for the window design. This has now been agreed and the work will be scheduled to be completed in this fiscal year.		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

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 type="checkbox"/>	<input checked="" 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>	Works have been awarded but rescheduled for May. Appropriate budget carried into new financial year.		

Item	Progress/Officer Comments		
<b>Suspension Of Parking Charges On Saturdays Before Christmas (18/11/14)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
That car parking charges in all Council car parks be suspended on the Saturdays during December, prior to Christmas – the dates are 6, 13 and 20 December 2014. <b>(ADES)</b>	Implemented		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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



Item	Progress/Officer Comments		
<p><b>Security Gate Across Riverside Industrial Estate Road Adjacent to RDC Depot (27/01/15)</b></p> <p><b>Decision</b></p> <p>That a gate be erected across the access road to Riverside Industrial Estate and that this be fully funded by Stephenson Coaches. <b>(ADCS)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Decision conveyed to Stephenson Coaches for implementation.		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

**Progress on Decisions by Portfolio Holder for Environment**

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Pilot Amenity Vehicle Scheme (09/12/14)</b>			<b>X</b>
<p><b>Decision</b></p> <p>That the Pilot Amenity Vehicle Scheme is amended to an alternate weekly arrangement across two sites from 10 January 2015, operating from the Great Wakering Sports Centre and the Freight House car park, Rochford.</p> <p>That a supplementary estimate of £12,727 is approved for 2014/15. <b>(ADES)</b></p>	Scheme successfully amended and will continue until the end of May when further options will be considered.		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Play Spaces Refurbishment Programme (09/01/15)</b>	<b>X</b>		
<p><b>Decision</b></p> <p>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></p>	No progress made so far. A meeting has been arranged with Ashington Parish Council.		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

Item	Progress/Officer Comments		
<p><b>Air Quality Management Area In Rayleigh Town Centre (09/01/15)</b></p> <p><b>Decision</b></p> <p>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 Head of Environmental Services to make the AQMA Order.</p> <p>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>(ADES)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<p>Work on the Action Plan continues to meet the deadline.</p>		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

**Progress on Decisions by Portfolio Holder for Finance**

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Business Rates Pooling (30/10/14)</b>  <b>Decision</b>  To confirm that this Council will join a business rates pool for 2015/16, subject to the Head of Finance agreeing final governance arrangements with the members of the Pool. <b>(ADRS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The expression of interest for an Essex Pool has been submitted to Government. .The member authorities have updated their estimates of 2015/16 and final confirmation has now been obtained..		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Essex Procurement Hub (13/01/15)</b>  <b>Decision</b>  To sign up for full membership of the Essex Procurement Hub. <b>(ADRS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

**Progress on Decisions by Portfolio Holder for Governance**

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Essex Fraud And Compliance Business Case (13/11/14)</b>  <b>Decision</b>  To enter into an agreement with the Essex authorities to invest in counter fraud and compliance activities to ensure that any Council Tax reductions, discounts and exemptions are granted correctly and remain correct throughout each financial year.  To delegate to the Head of Finance the completion of the final agreement on sharing principles and monitoring arrangements. <b>(ADRS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sharing agreement and monitoring arrangements in place.		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Amendments To The Hackney Carriage And Private Hire Licence Conditions And Fees And Charges (19/11/14)</b>  <b>Decision</b>  That amendments to the Council’s Hackney Carriage and Private Hire Licence conditions, as set out in the previously circulated report, are approved and implemented from the specified dates. <b>(ADLS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Implemented.		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

**Progress on Decisions by the Leader**

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Attendance at Royal Garden Party (23/01/15)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Decision</b>	Implemented		
That Councillors Mrs C A Weston and Mrs L A Butcher be nominated to attend one of the Royal Garden Parties scheduled for either Tuesday, 12 May, Wednesday, 20 May or Thursday 28 May 2015, accompanied by one guest each, and using the Civic Car and Driver. <b>(ADDS)</b>			

**Progress on Decisions by Portfolio Holder for People and Technology**

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Photographic and Filming Protocol (03/03/15)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Decision</b>	Implemented		
That the new Photographic and Filming Protocol is agreed, as detailed in Appendix A to the report. <b>(ADTS)</b>			

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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

**Progress on Decisions by Portfolio Holder for Planning**

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Adoption Of The Rochford Retail And Leisure Study July 2014 (22/12/14)</b>  <b>Decision</b>  To publish the Rochford Retail and Leisure Study Update July 2014 (previously circulated) as part of the Council’s planning evidence base. <b>(Director)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Adoption Of Employment Land Study December 2014 (17/02/15)</b>  <b>Decision</b>  That the Council publish the Employment Land Study 2014 Update (previously circulated) as part of the planning evidence base. <b>(Director)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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
<b>Annual Monitoring Report 2013/14 (06/03/15)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Decision</b>	Implemented		
That the Annual Monitoring Report 2013-2014 (previously circulated) is approved for publication. <b>(Director)</b>			

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Rayleigh Centre Area Action Plan Examination (16/01/15)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Decision</b>	Implemented – report to Full Council 21/4/15		
That the Inspector appointed by the Government to undertake an examination of the Rayleigh Centre Area Action Plan (RayAAP) be asked to consider the November 2013 iteration of the Plan (the Submission Document 2013) as the document to be examined – the ‘starting point’ for the examination. <b>(Director)</b>			

**KEY** Red = Target unlikely to be met.  
 Amber = Slippage or holding factors are evident but recovery to meet target is planned.

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