

## PROGRESS ON DECISIONS

Item	Progress
<b>From Former Finance &amp; General Purposes Committee</b>	
<b>Asset Management Best Value Review (Minute 411/00)</b>  <b>Resolved</b> <ul style="list-style-type: none"> <li>That a Local Land &amp; Property Gazetteer to be linked to the National Land Information System be produced.</li> <li>That opportunities for Facilities Management, Partnership working and Competition in Asset Management be reviewed within the next twelve months following review of the Leisure and Housing Services</li> <li>That a further report on the viability of a Data Centre following a process review of data management within the authority be presented. <b>(CD(LP&amp;A))</b></li> </ul>	<p>The report on the review of data management was considered at the Policy &amp; Finance Committee on 11 March 2003 and is now being implemented.</p>
<b>50-54 West Street, Rochford – (Minute 423/00)</b>  <b>Resolved</b> <ul style="list-style-type: none"> <li>That Officers continue to discuss the options for a suitable renovation and redevelopment scheme with the owners within defined parameters based on the information contained in the report with any initial proposals relating to indicative use and planning application/conservation consent to be considered by Committee in the first instance. <b>(HPS)</b></li> </ul>	<p>The Head of Planning Services has met with the developer who is carrying out the work under the Urgent Works Notice. It is understood that the developer has appointed a planning consultant to determine whether there is justification to submit a further planning application to include preservation of the upper façade of the building or whether an appeal against the refusal should be pursued. It is expected that a response will be received from the developer in April 2003. The Head of Planning Services will report further to the appropriate Committee when confirmation of the developer's intentions are to hand.</p>

Item	Progress
<p><b>Rochford Economic Audit (Minute 69/01)</b></p> <p><b>Resolved</b></p> <p>That Officers complete their work on a draft economic strategy for the District, based on the consultants' report, for consideration at a future meeting. <b>(CE)</b></p>	<p>The Draft Economic Development Strategy will be reported to Finance &amp; Procedures Overview &amp; Scrutiny for initial views later this month.</p>
<p><b>Document Production – Best Value Review (Minute 160/01)</b></p> <p><b>Resolved</b></p> <p>To note the actions already implemented by the review group and agree the proposals for the future provision and management of document production as set out at the Appendix to these minutes. <b>(HAMS)</b></p>	<p>The review was reported to the Policy &amp; Finance Committee on 11 March 2003 and is now being implemented.</p>
<p><b>Asset Management Best Value Review (Minute 59(4)/02)</b></p> <p><b>Resolved</b></p> <p>That further consideration be given to the position of Corporate Property Officer following the letting of the Leisure Contract and submission of the Single Capital Pot Round Two bid. <b>(CD(LP&amp;A))</b></p>	<p>The Property Maintenance and Highways Manager will report on property performance indicators in June 2003.</p> <p>A revised Asset Management Plan will be considered in July 2003.</p>

Item	Progress
<b>From Policy and Finance Committee</b>	
<b>Outstanding Issues (Minute 151/02)</b> <b>Market Car Park – RODS Scenery Store</b>  <b>Resolved</b>  That, subject to consideration by the Finance and Procedures Overview & Scrutiny Committee, RODS be given a timeframe of three months to submit a planning application to the Authority in respect of the Lubbards Farm site and a further three months from the date of receiving planning approval to vacate the Scenery Store in the market Car Park, Rayleigh. <b>(CD(F&amp;ES))</b>	It is anticipated that the asbestos work will commence during the weekend of the 22 <sup>nd</sup> March and then the building can be demolished and the car parking area re-surfaced.
<b>Civic Car Replacement (Minute 418/02)</b>  <b>Resolved</b>  That the Civic Car be replaced with a Rover 75 on the basis set out in the report of the Corporate Director (Finance & External Services). <b>(CD(F&amp;ES))</b>	Car delivered and in use
<b>Recommendations from Taxi Licensing Sub-Committee (Minute 422/02)</b>  <b>Resolved</b>  <ul style="list-style-type: none"> <li>• That the organisational structure of the Team, as set out at Appendix 2 of the exempt report of the Head of Revenue and Housing Management, be agreed.</li> <li>• That the post gradings be as set out at Appendix 4 of the exempt report of the Head of Revenue and Housing Management <b>(HRHM)</b></li> </ul>	Transportation Manager starts 28 April, Assistant Manager in post already, Hackney Carriage Officer interviews scheduled for early April.

Item	Progress
<p><b>Frail Elderly Housing (Minute 472/02)</b></p> <p><b>Resolved</b></p> <p>That additional funding of £10,000 be provided in order that the Consultants carry out the following work:-</p> <ol style="list-style-type: none"> <li>(1) Map the supply of specialist accommodation against needs at a local level.</li> <li>(2) Establish the voids and lettings of Registered Social Landlords with Sheltered Housing in the District along with their own plans for tackling difficult to let stock and re-modelling services for older people or developing different or additional provision.</li> <li>(3) Undertaken option appraisal of the Council's Sheltered Schemes. <b>(HHHCC)</b></li> </ol>	<p>Draft report received from consultants. Presentation made to Community Overview &amp; Scrutiny Committee 13 March 2003. Report now being finalised for consideration by a future Housing Best Value Sub-Committee.</p>
<p><b>Housing Benefit Performance Framework – Adoption of Vision Statement, Policy Objectives and Service Improvement Plan (Minute 475/02)</b></p> <p><b>Resolved</b></p> <p>That the Head of Revenue and Housing Management bids for Government finance to advance the plan. <b>(HRHM)</b></p>	<p>Government accepting delays in assessing bids. Rochford bid included in last tranche to be assessed in April 2003.</p>
<p><b>Comprehensive Performance Assessment (Min 548/02)</b></p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• That a Member and staff training programme be put in place on Corporate Performance Assessment and its implications for Rochford District Council.</li> <li>• That Officers work with other Borough and District Councils on matters of mutual interest as appropriate. <b>(CE)</b></li> </ul>	<p>CPA will be included in Members' induction training in May. The Regional Employers booked for June to do further Member training on the subject.</p> <p>Ongoing.</p>

Item	Progress
<p><b>Land to Rear of 122 Ashingdon Road (Min 598/02)</b></p> <p><b>Resolved</b></p> <p>(1) That a valuation for the land be obtained.</p> <p>(2) That the land be sold to the owner of 122 Ashingdon Road at market value, with the provision that the land be used solely for the extension of the garden. <b>(HRHM)</b></p>	<p>The land has been valued and the conveyancing process is underway.</p>
<p><b>Decriminalised Parking Enforcement – Initial Staffing Requirements (Min 600/02)</b></p> <p><b>Resolved</b></p> <p>(1) That a Parking Supervisor be appointed on grade SO 1/2.</p> <p>(2) That the DPE Implementation Plan prioritises Rochford and Rayleigh Town Centres together with the residential areas in the vicinity of the District's three main line railway stations. <b>(HRHM)</b></p>	<p>There are still a number of stages to be completed in this process, such as new parking order, analysis of objections received. Officers will work towards ensuring that implementation can take place from the due date of October 2004. Detailed meeting held with project team from Essex County Council. First stage Action Plan drafted. Report to be submitted to June meeting of Environmental Services Committee.</p>
<p><b>Combining English Local Authority, Greater London Authority and European Parliament Elections in 2004 – Consultation Paper (Min 8/03)</b></p> <p><b>Resolved</b></p> <p>That the views set out in the report of the Head of Administrative and Members Services form the basis of this Council's response to the consultation paper. <b>(HAMS)</b></p>	<p>Implemented.</p>

Item	Progress
<p><b>Finance Best Value Review (Min 9/03)</b></p> <p><b>Resolved</b></p> <p>(1) That a soft market test and benchmarking exercises be carried out as part of the Best Value Review of the Financial Services of the Authority.</p> <p>(2) That the cost of the above exercise be financed from the Best Value consultation budget. <b>(CD(F&amp;ES))</b></p>	<p>The soft market test has been carried out and reported to Members.</p>
<p><b>Hockley Community Centre – Request for Financial Assistance (Min 11/03)</b></p> <p><b>Resolved</b></p> <p>That, on this occasion and subject to Hockley Parish Council agreeing to a contribution of £1,500, a grant of £3,000 be paid to the Hockley Community Centre Association in respect of costs incurred by the Association following the occupation of land by travellers. <b>(CD(F&amp;ES))</b></p>	<p>Parish Council has not confirmed support. Members have confirmed grant availability and conditions.</p>
<p><b>Grading Appeals Structure (Min 12/03)</b></p> <p><b>Resolved</b></p> <p>That authority be delegated to the Head of Paid Service to determine grading appeals. <b>(CE)</b></p>	<p>Implemented</p>

Item	Progress
<p><b>Regional Assemblies (Preparations) Bill (Min 52/03)</b></p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• That the officer's comments in connection with the consultation on the guidance to be given to the Boundary Committee be endorsed, with further comments in relation to the role of Quality Parish Councils and better guidance in relation to media coverage and announcements through the local press.</li> <li>• That a copy of the responses be sent to both local Members of Parliament and also the Local Government Association. <b>(CE)</b></li> </ul>	<p>Implemented</p>
<p><b>From Full Council</b></p>	
<p><b>Essex &amp; Southend Waste Local Plan – Proposed Modifications (Minute 177/01)</b></p> <p><b>Resolved</b></p> <p>That if Southend Borough Council refuse to name any waste management sites within its District this Council should seek legal advice as to whether Southend Borough Council should be removed from the Essex Waste Advisory Committee for failing to meet the “working together” agreement. <b>(HPS/CD(F&amp;ES))</b></p>	<p>Legal advice is that Southend cannot be excluded from the Essex Waste Advisory Committee.</p>
<p><b>Playspaces Rolling Programme 2001/02 (Minute 274/01)</b></p> <p><b>Resolved</b></p> <p>That consideration be given to how vandalism problems experienced at the Pooles Lane Recreation Ground, Hullbridge could be addressed. <b>(CD(F&amp;ES))</b></p>	<p>Supplementary bid approved. Fencing to be installed in new financial year.</p>

Item	Progress
<p><b>Play Space Rolling Programme 2001/2002 Consultation Responses (Minute 380(vi)/01)</b></p> <p><b>Resolved</b></p> <p>That officers proceed in working with Canewdon Parish Council to establish the skateboard facility and seek planning permission as appropriate. <b>(CD(F&amp;ES))</b></p>	<p>Completed.</p>
<p><b>Housing Corporation Funding Bids (Minute 441/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the bids identified in the Appendix to the report be supported.</p> <p>(2) That £30,000 of the approved capital programme allocation be used to support private sector renewal grants and £120,000 be provided as Local Authority Social Housing Grant to Swan Housing Association to purchase and repair properties for rent. <b>(HHHCC)</b></p>	<p>The allocation will allow the purchase of two properties for rent by Swan Housing Association. The purchase of one property is progressing with completion expected soon. The other purchase has fallen through and a replacement is still being urgently sought.</p>
<p><b>Hardwick House (Minute 442/01)</b></p> <p><b>Resolved</b></p> <p>That the Housing Corporation bid submitted by Swan Housing Association be supported, with a further report to Council should full funding for the scheme not be granted. <b>(HHHCC)</b></p>	<p>Full funding has been awarded by the Housing Corporation.</p>
<p><b>Estimate for new Footpath and Land Drainage – Sweyne Park (Min 376/02)</b></p> <p><b>Resolved</b></p> <p>That additional interest tables and additional wild flower planting should takeplace around the area with improved signage being provided at footpath. A explaining the reasons why the area was not regularly mown. <b>(CD(F&amp;ES))</b></p>	<p>Paths and drainage completed. Seeding and signage to be completed by end April.</p>



Item	Progress
<p><b>IS/ICT and E-Government Strategies (Min 376/02)</b></p> <p><b>Resolved</b></p> <p>That a further report on options for electronic communication by Members be submitted to the Finance and Procedures Overview and Scrutiny Committee in the next cycle of meetings. <b>(HAMS)</b></p>	<p>A report will be brought forward to the next meeting on the introduction of a virtual private network to enable remote access from Council sites including by Members. Once appropriate infrastructure is in place, Members will be asked to consider options for electronic communication.</p>
<p><b>Proposals for the new Parks Sports Centre (Min 636/02)</b></p> <p><b>Resolved</b></p> <p>(1) That because of the capital and revenue cost implications, no swimming facility should be provided at this site.</p> <p>(2) That all Members be invited to submit any additional suggestions to those appended to the report by 14 January 2003.</p> <p>(3) That Holmes Place be invited to attend the meeting of the Community Overview &amp; Scrutiny Committee to be held on 11 February 2003 to discuss all the options.</p> <p>(4) That final options, including outline capital and revenue cost implications, be considered at the meeting of Council to be held on 25 February 2003. <b>(CD(F&amp;ES))</b></p>	<p>Report on Members' suggestions for facilities on the site referred to Council for full discussion on 25 February. Holmes Place now preparing detailed costings on the combination of facilities agreed to be presented to Council on 29 April.</p>
<p><b>Record of Councillor Attendances (Min 626/02)</b></p> <p><b>Resolved</b></p> <p>That the publication arrangements in (1) above be forwarded to the Standards Committee to assist that Committee in its process of deciding how it might monitor Members' attendance at meetings and training sessions. <b>(HAMS)</b></p>	<p>The Standards Committee considered this information on 30 January 2003 and have identified a reporting system for reviewing Member attendance at meetings and training sessions.</p>

Item	Progress
<p><b>Pay Strategy Review (Min 626/02)</b></p> <p><b>Resolved</b></p> <p>(1) That this decision be reviewed in the light of the findings of the Local Government Pay Commission next Autumn.</p> <p>(2) That the opportunity be taken to make representations to the Local Government Pay Commission on the matters covered in its terms of reference.</p> <p>(3) That within the budget debate consideration be given to the impact of what could be some large increases in staffing costs in future years for the coming financial year. <b>(CE)</b></p>	<p>Await publication of findings.</p> <p>The Chief Executive has met with a representative from the Regional Employers' Association and been provided with details of a contact for the Pay Commission.</p> <p>Under consideration.</p>
<p><b>Motion on Notice – Rochford District Council's Charter for the Welfare of Animals (Min 637/02)</b></p> <p><b>Resolved</b></p> <p>That the Motion be agreed. <b>(HHHCC)</b></p>	<p>Report going to Community Overview &amp; Scrutiny Committee on 15 April 2003.</p>
<p><b>Budget Strategy 2003/04 – 2005/06 (Min 36/03)</b></p> <p><b>Resolved</b></p> <p>(1) That the revised estimates for 2002/03 be approved.</p> <p>(2) That any profit share from the leisure contractor in respect of 2002/03 be placed in the Park Sports Centre Reserve.</p>	<p>Strategy adopted and being implemented</p>

Item	Progress										
<p>(3) That the estimates for 2003/04 be approved, together with the supplementary bids for resources received from the Community and Environment Overview &amp; Scrutiny Committees be approved as follows:-</p> <table><tr><td>(a)</td><td>Pooles Lane fencing</td><td>£2,300</td></tr><tr><td>(b)</td><td>Additional collection at Golden Cross</td><td>£4,000</td></tr><tr><td>(c)</td><td>Chewing gum removal</td><td>£8,000.</td></tr></table>	(a)	Pooles Lane fencing	£2,300	(b)	Additional collection at Golden Cross	£4,000	(c)	Chewing gum removal	£8,000.		
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(c)	Chewing gum removal	£8,000.									
(4) That the Council Tax for 2003/04 be approved.											
(5) That the Budget Strategy for 2003/04 – 2005/06 be approved.											
(6) That the Schedule of Fees and Charges, including the amendments, be approved.											
(7) That the Capital Programme for 2003/04 be approved.											
(8) That the Capital Programme Strategy for 2003/04 – 2005/06 be approved.											
(9) That the Housing Revenue Account Fees and Charges be approved as follows:											
<table><tr><td>(a)</td><td>The rent increase to be in line with Government announcements.</td></tr><tr><td>(b)</td><td>Garage rents to be increased to £6.20 per week.</td></tr><tr><td>(c)</td><td>The basic charge in respect of wardens to be £22.00 per week.</td></tr><tr><td>(d)</td><td>An additional landlords charge in respect of wardens be set at £2.50 per week.</td></tr><tr><td>(e)</td><td>The heating and lighting charge be set at £8.00 per week.</td></tr></table> <p><b>(HFS)</b></p>	(a)	The rent increase to be in line with Government announcements.	(b)	Garage rents to be increased to £6.20 per week.	(c)	The basic charge in respect of wardens to be £22.00 per week.	(d)	An additional landlords charge in respect of wardens be set at £2.50 per week.	(e)	The heating and lighting charge be set at £8.00 per week.	
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Item	Progress
<p><b>Setting the Level Of Council Tax 2003/04 (Min 81/03)</b></p> <p><b>Resolved</b></p> <p>(1) That the total for economic development be estimated at £82,500</p> <p>(2) That the total for gross expenditure of the District together with the Parish precepts be £19,270,684.</p> <p>(3) That the total of income for the District Council be £10,318,450</p> <p>(4) That the total net expenditure of the District Council together with the Parishes be £8,952,234.</p> <p>(5) That the total of the sums payable into the general fund in respect of redistributed non domestic rates, revenue support grant, together with adjustments from the collection fund be £3,859,585.</p> <p>(6) That the budget requirement for the year of £8,952,234 less the net income receivable of £3,859,585 which, divided by the tax base of £30,457.62 is equal to £167.20, which is the basic amount of its Council Tax for the year.</p> <p>(7) That the total of Parish precepts included within the above is £758,834.</p> <p>(8) That the Council Tax relating to the District Council without Parish precepts is £142.29.</p> <p>(9) That the total tax for both District and Parishes be as set out in the schedule attached as Appendix 1 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>Council Tax set and billing undertaken.</p>

Item	Progress
<p>(10) That the valuations for bands A-H be as set out in the schedule attached as Appendix 2 to these Minutes.</p> <p>(11) That the precepts issued to the Council in respect of Essex County Council and Essex Police Authority for each valuation band A-H be as set out in the schedule attached as Appendix 3 to these Minutes.</p> <p>(12) That the total Council Tax for the area for each valuation band A-H be as set out in Appendix 4 to these Minutes. These are the amounts set as Council Tax for the year 2003/04. <b>(HFS)</b></p>	
<p><b>Key Policies and Actions (Min 82/03)</b></p> <p><b>Resolved</b></p> <p>(1) That the work programme for 2003/04, as set out in Appendices A, B and C to the report, together with the amendments noted above and the public consultation on its content, be agreed.</p> <p>(2) That those areas of work for consideration by the Overview &amp; Scrutiny process, as outlined in Appendix D to the report, be agreed.</p> <p>(3) That the programme for the monitoring of the 2003/04 agreed budget and the development of the 2004/05 budget framework, as outlined in Appendix E to the report, be agreed. <b>(CE)</b></p>	<p>Work now being monitored against agreed programme.</p>
<p><b>Announcement From Head Of Paid Service</b>  <b>Cherry Orchard Jubilee Country Park (Min 90/03)</b></p> <p><b>Resolved</b></p> <p>That a condition requiring a bird management strategy be added to the Heads of Condition referred to in the delegated planning approval for Cherry Orchard Jubilee Country Park as contained in Minute 518/02 <b>(HPS)</b></p>	<p>Actioned.</p>

Item	Progress
<p><b>Committee Minutes and Reports (Min 92/03)</b>  <b>Report of the Independent Remuneration Panel</b></p> <p><b>Resolved</b></p> <p>(1) That, subject to provision for advisers to Committee meetings to receive travel expenses on the same basis as Councillors, no change be made to the type of allowances paid by the Authority.</p> <p>(2) That the allowance amounts be revised to the suggested maximums set out at Appendix 5 of the report of the Corporate Director (Finance &amp; External Services). <b>(CD(F&amp;ES))</b></p>	<p>Implemented</p>
<p><b>Park Sports Centre Proposals (Min 94/03)</b></p> <p><b>Resolved</b></p> <p>That further detailed work be undertaken on provision of the following facilities at the proposed Park Sports Centre:-</p> <ul style="list-style-type: none"> <li>• Four Court Sports Hall</li> <li>• Four Squash Courts</li> <li>• Aerobics Studio</li> <li>• Health and Fitness Gym</li> <li>• Healthy Living Centre</li> <li>• Creche</li> <li>• Outdoor Netball Courts (which could also be used for tennis) with appropriate floodlighting</li> <li>• Café</li> <li>• Indoor Bowl Centre (including the possibility for extending use to include tennis)</li> <li>• Skateboard facility with appropriate floodlighting</li> <li>• Reception and Changing Areas. <b>(CD(F&amp;ES))</b></li> </ul>	<p>Holmes Place preparing full costing of these facilities for full Council on 29 April.</p>

Item	Progress
<b>Royal Garden Party (Min 95/03)</b>  <b>Resolved</b>  That Councillors Mrs R Brown and Mrs M S Vince, plus one guest each, be nominated to attend one of the Royal Garden Parties to be held in July. <b>(CE)</b>	Being implemented.