

OUTSTANDING ISSUES – FROM FINANCE & GENERAL PURPOSES COMMITTEE

ITEM	PROGRESS/OFFICER
<p><b>Grants to outside bodies (Minute 42/00)</b></p> <p><b>Resolved</b></p> <p>That a report be submitted to a future meeting of the Corporate Resources Sub-Committee outlining alternative, more appropriate, budgetary sources and financial support for the Business Centre Enterprise Agency.</p>	<p>Report to go to November meeting of Corporate Resources Sub-Committee</p>
<p><b>Current and future monitoring of a leisure, refuse collection and recycling, street cleansing and ground maintenance contracts (Minute 118(4))/00)</b></p> <p><b>Resolved</b></p> <p>That prices be obtained for the contracting out of periphery activities with a further report being made to the Contracts Panel on the outcome. (CD(F&amp;ES))</p>	<p>Monitoring arrangements agreed by Members. Posts agreed now filled and arrangement now in place.</p>
<p><b>Support Services for Members - (Minute 232/00)</b></p> <p><b>Resolved</b></p> <p>(1) That three digital locks be introduced at the Civic Suite, Rayleigh with immediate effect on the basis reported by the Head of Administrative and Member Services.</p> <p>(2) That consideration of the support services to be provided for Members be deferred until after the Council's new political structure has been established. (HAMS)</p>	<p>Implemented</p> <p>In hand</p>

<b>Asset Management – Best Value Review – (Minute 411/00)</b>	
<b><u>Resolved</u></b>	
(1) That the Asset Management Plan be adopted.	Implemented
(2) That the Corporate Director (Law, Planning & Administration) be appointed as Corporate Property Officer, and an Asset Management Group be created on the basis outlined.	Implemented
(3) That four Members, one from each Political Group, be appointed to join with the Asset Management Group in considering issues arising from the Audit Commission publication “Hot Property”	Implemented
(4) That the CAPS Solutions Uniform 2000 Estate Management module be acquired	With SIS to implement
(5) That a basic Global Positioning System be acquired	Under consideration
(6) That a Local Land & Property Gazetteer to be linked to the National Land Information System be produced.	Data matching complete. Awaiting guidance on NLIS
(7) 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	To be reported into Committee in the next cycle
(8) That the Council’s Asset Register be improved and published and a central record of Stakeholders be created.	Implemented
(9) That a Best Value Checklist for future reviews be prepared.	Implemented
(10) That a further report on the viability of a Data Centre following a process review of data management within the authority be presented	Not yet commenced
(11) That the Action Plan attached to the signed copy of these minutes be implemented (CD(LPA))	Implemented
(12)	

<p><b>Asset Review – Parish Transfers – Malvern Road, Laburnum Grove And Wood Avenue, Hockley – (Minute 418/00)</b></p> <p><b>Resolved</b></p> <p>(1) That the Laburnum Grove and Malvern Road play spaces be transferred to Hockley Parish Council and Ashingdon Parish Council respectively, on a long lease of 125 years at a peppercorn rent, and on such other terms and conditions as the Head of Legal Services deems fit.</p> <p>(2) That the Metropolitan Green Belt land off Beckney Avenue, Hockley be transferred to Hockley Parish Council, either at open market value, or on a long lease of 125 years at a peppercorn rent, and on such other terms and conditions as the Head of Legal Services deems fit. (HLS)</p>	<p>Malvern Road completed, Laburnum Road negotiations proceeding.</p> <p>Draft lease prepared</p>
<p><b>50-54 West Street, Rochford – (Minute 423/00)</b></p> <p><b>Resolved</b></p> <p>(1) 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.</p> <p>(2) That any initial proposals relating to indicative use and planning application/conservation consent be considered by the Planning Policy Sub-Committee in the first instance. (HOPS)</p>	<p>Ongoing discussions. It is hoped that a report can be put before the Planning Policy Sub-Committee on 31 October 2001</p>

<p><b>Community Strategies – (Minute 51/01)</b></p> <p><b>Resolved</b></p> <p>That a report on the way forward be submitted to the first Meeting of the Structural and Procedural Review Sub-Committee in the next municipal year, the report to address the observations made during this meeting. (CE)</p>	<p>Report delayed pending receipt of further work at County level and available staffing resources.</p>
<p><b>Rochford Economic Audit – (Minute 69/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the consultants' report be referred to the Planning Policy Sub-Committee which is responsible for consideration of the new Local Plan.</p> <p>(2) That the action involving the Council's partner organisations, as outlined in the Chief Executive's report, be endorsed.</p> <p>(3) That Officers complete their work on a draft economic strategy for the District, based on the consultants' report, for consideration at a future meeting. (CE)</p>	<p>Implemented</p> <p>Implemented</p> <p>Work on the strategy is underway</p>
<p><b>Land at Mill Hall, Rayleigh – (Minute 69/01)</b></p> <p><b>Resolved</b></p> <p>That the land at the Mill Hall, Rayleigh, identified on the plan attached to the Corporate Director's exempt report, be sold subject to a covenant to protect its use. (CD(F&amp;ES))</p>	<p>Terms agreed. Completion imminent</p>

<p><b>Mill Hall, Rayleigh – installation of CCTV - (Minute 69/01)</b></p> <p><b>Resolved</b></p> <p>(1) That Officers undertake the installation of a CCTV system to cover the whole of the Mill Hall site, at an approximate cost of £8,500 with the balance of the budgetary allocation being used for other schemes to be identified.</p> <p>(2) That the Corporate Director (Finance &amp; External Services) be authorised to utilise part of the £20,000 budget provision for 2001/02 in the current financial year. (CD)</p>	<p>Implemented</p> <p>Implemented</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. (HAMS)</p>	<p>Delayed due to absence of Head of Service</p>
<p><b>Civic &amp; Public Relations Best Value Review – Interim Report – (Minute 161/01)</b></p> <p><b>Resolved</b></p> <p>(1) to add noticeboards; the use of the mobile exhibition unit; and the provision of information in the Council's receptions to the areas to be looked at as part of the civic and public relations review.</p> <p>(2) to establish a Member, Civic and Public Relations Best Value Working Group to discuss the findings of the best value review, the Group to comprise one representative from each of the political groups on the Council and to report to the Corporate Resources Sub-Committee.</p>	<p>Actioned or in progress</p> <p>Implemented</p>

<p>(3) to appoint Cllr P F A Webster as the Conservative Group representative on the new Working Group with each other Group to submit the name of their nominated Member to the Chief Executive. (HPS/HAMS)</p>	<p>Implemented</p>
<p><b>Audio Visual Equipment – Tenders – (Minute 165/01)</b></p> <p><b>Resolved</b></p> <p>(1) To approve an additional provision of £7,400 within the capital programme for 2001/02 for the installation of audiovisual equipment in the Council Chamber.</p> <p>(2) To delegate authority to the Corporate Director (Law, Planning and Administration) to negotiate with both COMDIS and Soundtrack and to accept the most advantageous tender to the Authority.</p> <p>(3) To ask the Head of Administrative and Member Services to report back to a future meeting of this Committee on a possible charge that might be levied by the Council on other users of the new audiovisual equipment. (HAMS)</p>	<p>Installation still to be completed in full</p> <p>Implemented</p> <p>Not yet implemented due to absence of Head of Service</p>
<p><b>Bellingham Lane/Mill Hall Project – (Minute 166/01)</b></p> <p><b>Resolved</b></p> <p>To refer the matter to the Member Contract Review Working Group to overlay the issues already identified by the Working Group - the Group to report back to a future meeting of this Committee. (CEX)</p>	<p>See report on the Committee agenda</p>

<p><b>IMPLEMENTATION OF THE DOGS (FOULING OF LAND) ACT 1996 –(Minute 253/01)</b></p> <p><b>Resolved</b></p> <p>That an amount of £5,000 be set aside from contingencies for the provision of additional dog waste bins throughout the District. (CD(F&amp;ES))</p>	<p>Schedule for installation of new bins being drawn up</p>
<p><b>CONCESSIONARY BUS PASS RENEWALS – RESOURCE IMPLICATIONS - (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That funding be provided in future Budget Strategy and that specific funding of £3,500 be incorporated into the revised budget for 2001/2.</p> <p>(2) That an interim report detailing the cost of the exercise be brought to the meeting of the Transportation &amp; Environmental Services Committee to be held on 3 October 2001. (HRHM)</p>	<p>Actioned in new budget</p> <p>Implemented</p>
<p><b>MOBILE EXHIBITION UNIT - (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the hire of the Mobile Exhibition Unit be limited to partner organisations that meet our corporate objectives at an initial rate of £150 per day, plus any other staffing costs that accrue such as overtime.</p> <p>(2) That the Hirer be required to provide evidence of satisfactory insurance cover.</p>	<p>)</p> <p>)</p> <p>)</p> <p>) Policy now in operation</p> <p>)</p> <p>)</p> <p>)</p>

<p><b>(3)</b> That a report be brought to a meeting of the Corporate Resources Sub-Committee in 6 months' time to review the situation. (CE)</p>	<p>Report will be brought back in the Jan/Feb cycle</p>
<p><b>BACK LANE CAR PARK, ROCHFORD – (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>That the request for two car parking spaces in Back Lane Car Park be refused. (HRHM)</p>	<p>Implemented</p>
<p><b>THE MARKET CAR PARK, RAYLEIGH – (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That authority be given to officers to negotiate the relocation of the occupants of the scenery store and the demolition of that building. (HLS)</p> <p>(2) That the request for the exclusive use of an area in the Back Lane, Rochford be refused. (HRHM)</p>	<p>) ) ) Letters sent to applicants ) ) )</p>
<p><b>RAYLEIGH CIVIC SOCIETY: PLANNING SERVICES MINUTES – (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>That the request by Rayleigh Civic Society to reduce the cost of Planning Services Committee documents to £25 be agreed. (HAMS)</p>	<p>Implemented</p>



<p><b>HOMELESS AND HOUSING ADVICE – STAFFING ISSUES - (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>That the establishment of the homelessness and housing advice team, as detailed in the report, be approved with immediate effect. (HHHCC)</p>	<p>Appointments now made. Team will all be in post by end November</p>
<p><b>APPLICATION FOR WAIVER OF PUBLIC ENTERTAINMENT LICENCE FEES, OPEN AIR CONCERT &amp; CUSTOM/CLASSIC SHOW, MALYONS FARM, LOWER ROAD, HULLBRIDGE - (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>That a waiver of 80% of the fee due for a public entertainment licence be granted. (HHHCC)</p>	<p>Implemented</p>
<p><b>POST NO. 22600 – PLANNING SERVICES DIVISION – (Minute 253(1)/01)</b></p> <p><b>Resolved</b></p> <p>That post 22600 be made permanent from 26 March 2002 and that the current postholder be offered a contract on that basis. (HPS)</p>	<p>Implemented</p>

<p><b>LEISURE MANAGEMENT CONTRACT –</b>  <b>(1) SELECTION OF SHORT LIST OF TENDERERS</b>  <b>(2) PREPARATION OF CONTRACT SPECIFICATION – (Minute 253(2)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That Contract Standing Order section 14.1(c) be suspended and the proposed shortlist of five companies be approved to be Invited to Tender for the Leisure Management Contract.</p> <p>(2) That the timetable detailed in the Minute preamble be approved for the production of the Contract Specification. (CD(F&amp;ES))</p>	<p>Implemented</p> <p>Implemented</p>
<p><b>CAPITAL STRATEGY STATEMENT – (Minute 253(4)/01)</b></p> <p><b>Resolved</b></p> <p>That the draft Capital Strategy Document and consultation process, as appended to the Sub-Committee Minutes, be approved. (HFS)</p>	<p>Statement sent to Government Office</p>
<p><b>CAPITAL PROGRAMME – (Minute 253(4)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That an early meeting be arranged between County Councillors, Members of the Member Budget Monitoring Sub-Committee and Chairmen of the Cherry Orchard Park and Park School Working Groups with a view to progressing discussion of the Blatches Farm/Park School sites. The County Council Members to be provided with a background briefing note in advance of the Meeting.</p> <p>(2) That the revised report on Capital Programme possibilities be submitted to</p>	<p>Implemented (see Extraordinary Council of 4 September 2001 – resolutions from which are set out at end of Full Council Outstanding Issues Schedule)</p> <p>Implemented</p>

<p>the meeting of Extraordinary Council scheduled on 31 July 2001 for consideration. (HFS)</p>	
<p><b>STAFFING ISSUES/WORK PROGRAMME – (Minute 253(4)/01)</b></p> <p><b>Resolved</b></p> <p>(1) That a further detailed report be submitted to Full Council outlining the impact of staff vacancies and sickness absence on the Council's current work programme.</p> <p>(2) That a virement of £20,000 from the post vacant savings be made to the Staff Advertising Budget. (CE)</p>	<p>Implemented</p> <p>Implemented</p>
<p><b>TIMETABLE FOR LEISURE CONTRACT – (Minute 253(4)/01)</b></p> <p><b>Resolved</b></p> <p>That, together with the timetable recommended by the meeting of the Contracts Sub-Committee held on 21 June 2001, the additional dates listed in the Minute preamble be approved. (CD(F&amp;ES))</p>	<p>Implemented</p>
<p><b>PRESENTATION BY PMP – (Minute 253(4)/01)</b></p> <p><b>Resolved</b></p> <p>That the comments in the Minute preamble form the basis for the preparation of the Leisure Management Contract Draft Specification. (CD(F&amp;ES))</p>	<p>Implemented</p>

<p><b>LAND ROVER AND CIVIC CAR – (Minute 254(3)/01)</b></p> <p><b>Resolved</b></p> <p>That replacement of vehicles 935 (Land Rover) and 575 (Civic Car) be deferred. (CD(F&amp;ES))</p>	<p>No action required</p>
<p><b>ADOPTION OF ENFORCEMENT CONCORDAT AND THE HOUSING, HEALTH &amp; COMMUNITY CARE ENFORCEMENT POLICY (Minute 255/01)</b></p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>(1) That the principles of the enforcement concordat (copy appended to the signed copy of these Minutes) be adopted for all enforcement services.</li> <li>(2) That the Housing, Health &amp; Community Care Enforcement Policy (copy appended to the signed copy of these Minutes) be approved.</li> <li>(3) That the Head of Housing, Health &amp; Community Care amend or update the divisional enforcement policy as appropriate in the future.</li> <li>(4) That enforcement policies in support of the concordat be produced for all relevant divisions of the Council.</li> <li>(5) That an implementation plan and estimated resource implications be reported to a future meeting. (HHHCC)</li> </ul>	<p>Concordat principles adopted for Housing, Health and Community Care Services</p> <p>Enforcement Policy adopted</p> <p>Will be amended as necessary</p> <p>Planning Services and Housing, Health and Community Care Policies adopted. Others will be developed where necessary</p> <p>This is a substantial task. Estimate report to Committee early Summer 2002.</p>

<p><b>QUEEN'S GOLDEN JUBILEE IN 2002 – (Minute 256/01)</b></p> <p><b>Resolved</b></p> <p>That four Members (one from each group) give further consideration to the options set out in the report and consult with Officers, with a view to a report on specific proposals being submitted to a future meeting. (CE)</p>	<p>See report on the agenda this evening</p>
<p><b>TREASURY MANAGEMENT – (Minute 257/01)</b></p> <p><b>Resolved</b></p> <p>That the revised approved counter party list and the Rochford Treasury Management Procedure Guide be amended in line with the report (a copy of which is attached to the signed copy of these Minutes). (HFS).</p>	<p>Implemented</p>
<p><b>OUTSIDE BODY REVIEW – (Minute 258/01)</b></p> <p><b>Resolved</b></p> <p>That the report be deferred and referred to the new Council when it should include appropriate detail of the activity of the Outside Bodies. (HAMS)</p>	<p>In abeyance until new Municipal Year</p>
<p><b>ESSEX COUNTY FIRE &amp; RESCUE SERVICE – CONSULTATION DOCUMENT “CLOSER TO THE COMMUNITY” – (Minute 262/01)</b></p> <p><b>Resolved</b></p> <p>That the Chief Executive communicate with the Fire Authority on the above observations and report its response into the next meeting of Full Council when this Council's response to the consultation document (including on trial arrangements) can be finalised. (CE)</p>	<p>Implemented. Fire Authority spokesman attended Full Council on 24 July (See Minute 268(9)/01)</p>

<p><b>CHAMBERS OF TRADE – BIDS FOR TOWN CENTRE INITIATIVES – (Minute 263/01)</b></p> <p><b>Resolved</b></p> <p>That the bids from the Chambers of Trade and the Rayleigh Town Council be submitted to Full Council for determination. (CD(F&amp;ES))</p>	<p>Decisions of Council communicated to Chambers</p>
<p><b>HOME OFFICE PARTNERSHIP DEVELOPMENT FUND – (Minute 264/01)</b></p> <p><b>Resolved</b></p> <p>That the following two proposals form the basis of a bid to the Home Office for Community Safety Partnership grant funding:-</p> <p>(1) The funding of a one-year time limited post to support administration/information across the current partnership. The employing authority to be the District Council.</p> <p>(2) Funding to help support the costs of the consultation associated with the carrying out of an audit of the Council’s existing Crime and Disorder Reduction Strategy. (CE)</p>	<p>Bid submitted. Formal notification of outcome awaited</p>

