

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

### From Full Council

Item	Progress/Officer Comments		
<b>Medium Term Financial Strategy 2012/13 – 2016/17 (Minute 18/12)</b>  <b>Resolved</b>  (1) That all the Council's asset holdings of land and property be reviewed and options for further disposals considered, with a report to the Executive by Autumn 2012.  (2) That a Strategy be developed for the New Homes Bonus, to be in place by November 2012. <b>(HF)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Determined at a meeting of the Executive on 5 December 2012.  Determined at a meeting of the Executive on 5 December 2012.		
<b>Appointment to Rochford Housing Association Board (Minute 220/12)</b>  <b>Resolved</b>  That the appointment of Cllr P A Capon to the Rochford Housing Association Board be confirmed. <b>(HLEMS)</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.

Item	Progress/Officer Comments		
<b>Essex Police and Crime Panel (Minute 220/120)</b>  <b>Resolved</b>  (1) That the terms of reference for the Essex Police and Crime Panel, as set out in appendix B of the report of the Chief Executive, be confirmed.  (2) That Cllr T E Mountain attend as the substitute in the absence of Cllr Mrs J E McPherson, the Council's representative on the Panel. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
<b>Protocol for Independent Persons (Minute 220/12)</b>  <b>Resolved</b>  That the Independent Persons Protocol, as appended to the report of the Head of Legal, Estates and Member Services, be approved and adopted. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
<b>Mandatory Planning Training Arrangements (Minute 220/12)</b>  <b>Resolved</b>  (1) That four sessions of mandatory planning training will be timetabled to take place during the year, which Members will be expected to attend. Should a Member miss two consecutive training sessions he/she will be rested from the Development Committee until he/she attends a further scheduled mandatory planning training session. The training will be based on a rolling programme from one year to the next.	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	In hand.		

**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>(2) That a Member who is rested from the Development Committee will be able to speak on an item but not vote (as is now the case for Members who have not attended prescribed mandatory training) until after he/she has attended the next compulsory training session.</p> <p>(3) That newly elected Members will need to attend the first possible planning training session (likely to be May). If they miss this they will not become a Member of the Development Committee until they have attended a compulsory training session.</p> <p>(4) That all hand outs will be provided to Members who have missed any training sessions.</p> <p>(5) That the Members' tour of the District be removed from the mandatory training programme as it is inadequate for this to be attended in place of other planning training. The tour to continue to be held, however.</p> <p>(6) That, under the new arrangements, there will be a facility whereby a Member can apply for dispensation from a mandatory training session to the Standards Committee. In order to be granted this dispensation it will be expected that the Member will be able to demonstrate that they have achieved the appropriate standard, under their own cognisance, commensurate with the standard of knowledge achieved by their peers which would have been provided by the two training sessions that they had missed. IN order to expedite this it is anticipated that a tribunal of three Members of the Standards Committee, the Chairman or Vice-Chairman and two others, will meet as soon as possible to hear the application for dispensation. The Monitoring Officer, or his representative, will be in attendance.</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		
(7) That no 'mop-up' sessions are offered for Members who do not attend mandatory training sessions. <b>(HLEMS)</b>			
<b>New Homes Bonus Policy (Minute 220/12)</b>  <b>Resolved</b>  That the Council's policy on the New Homes Bonus Policy for 2013/14 be that it should be used to support the General Fund in order to reduce the impact of further Government spending cuts and that this policy be reviewed annually. <b>(HF)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
<b>Whole Essex Community Budget (Minute 223/12)</b>  <b>Resolved</b>  (1) That the principles behind the Whole Essex Community Budget submission to Central Government and contained in the individual business cases be supported.  (2) That the Council's commitment to work with the Country Council and other partners in progressing the delivery of the business cases, with any detailed resource implications specifically related to this Council being reported back for consideration and approval by the Council prior to implementation, be confirmed.  (3) That this Council work with Essex County Council and other Essex partners on the pursuit and negotiation with Government of a 'Deal' for economic growth, with any finalised draft agreement being reported back for consideration and approval by the Council prior to any formal commitment being given to entering into any such agreement. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Essex County Council advised of the District Council's position. Work now progressing on the project implementation phase.		

**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>Essex Countywide Traveller Unit – Governance Agreement (Minute 224/12)</b>  <b>Resolved</b>  That management arrangements for the Essex Countywide Traveller Unit be accepted and that the Council sign up to the Essex Countywide Traveller Committee Agreement 2012. <b>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		

## From The Executive

Item	Progress/Officer Comments		
<b>Shared Service Working (Minute 171/10)</b>  <b>Resolved</b>  (1) That, subject to the facility to be able to withdraw from discussions if at some point that becomes an appropriate course of action to protect this Council's interests, the potential merger of the service area identified in the exempt report be investigated. <b>(HCS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	The shared service project remains on hold due to further clarity still being required on the impact on local authorities of the many potential changes to the administration of the Benefits system, including Universal Credit, Localising Support for Council Tax, etc.		

**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>Open Spaces Refurbishment Programme 2011/12 (Minute 177/11)</b>  <b>Resolved</b>  That this year's budget allocation be used to match fund for skateboard facilities at Canewdon Recreation Ground and that the rest be used to improve facilities at Rayleigh Leisure Centre and Hockley Woods, to improve access at Sweyne Park and Grove Recreation Ground and to improve the water quality at Rochford Reservoir (as detailed in the report). <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Proposal to Dispose of Rochford Police Station (Minute 26/12)</b>  <b>Resolved</b>  That the Essex Police proposal to dispose of Rochford Police Station be noted. The Police to be made aware of the Council's position regarding their proposal based on the information included in section 3 of the report, including an exploration of the possibility of the Police utilising facilities operated by the Council to maintain a presence. <b>(HCS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Council's comments conveyed to Essex Police who have not yet made any final decision on the site with regard to disposal. Local Police Officers are now utilising the Council's Community Safety office as an "ad-hoc" base, which in turn is facilitating regular liaison with the Council's Community Safety team.		

**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>Town Centre Plans – Hockley, Rochford and Rayleigh Area Action Plans (Minute 47/12)</b>  <b>Resolved</b>  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>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Plans on target to meet time frames.		
<b>Hockley Woods Car Park – Proposed Parking Scheme (Minute 50/12)</b>  <b>Resolved</b>  (1) That, subject to the inclusion of a facility for a season ticket costing £500 per annum for use at Hockley Woods only and to a review of the tariff arrangements six months after implementation, the car parking tariff for Hockley Woods, as set out in the appendix to the report, be agreed and introduced following the completion of capital works.  (2) That the completion of capital works to improve the surface and layout of the car park be authorised. <b>(HPT/HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

**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>Open Spaces Refurbishment Programme 2012/13 (Minute 125/12)</b>  <b>Resolved</b>  That this year's budget allocation is used to match fund a BMX track at Grove Woods, to resurface damaged footpaths and to top up match funding for the Canewdon Skateboard Park. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Draft proposals for the BMX track were considered by the Cherry Orchard Member Advisory Group in September and will now be subject to public consultation. Leisure Services are currently assisting Canewdon Parish Council with the funding application for the skateboard park.		
<b>Play Spaces Refurbishment Programme 2012/13 (Minute 127/12)</b>  <b>Resolved</b>  That this year's budget allocation is used to provide new gates for play areas across the district; to make provision for new safety surfacing; to begin the rollout of new signage in accordance with industry best practice and to replace equipment at Canewdon public open space. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Works are on schedule for completion in the spring.		
<b>Pet Memorial Area, Cherry Orchard Country Park (Minute 128/12)</b>  <b>Resolved</b>  (1) That, subject to noting that the Portfolio Holder for Environment, in consultation with other Members, will be giving detailed consideration to the precise nature of memorial arrangements, a pet memorial area be constructed within Cherry Orchard Country Park as detailed in the report.	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Proposals were considered by the Cherry Orchard Member Group in September. Capital scheme is now being drawn up; the timing of the project is dependent upon seasonal factors.		

**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>Progress Update on the New Grounds Maintenance Contract (Minute 130/12)</b>	Red	Amber	Green
<b>Resolved</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>(1) That the Council undertake its own restrictive tender process.</p> <p>(2) That alternative arrangements be made for delivery of the matters identified in paragraph 2.5 of the exempt report.</p> <p>(3) That, subject to available resources being found within the existing Grounds Maintenance budget, the new posts identified in paragraph 2.6 of the exempt report be included within the Open Spaces Team.</p> <p>(4) That officers further research the matters identified in paragraph 2.7 of the exempt report in order to reduce revenue costs. <b>(HES)</b></p>	<p>On 9 January 2013 the Executive resolved that the grounds maintenance contract should be let on a lowest price basis and that a separate report should be considered on whether there is a business case for bringing the cemeteries service in-house at the termination of the existing contract. Further interim arrangements for the remaining grounds maintenance services until autumn/winter 2013 were also agreed.</p> <p>The planning of these arrangements is in hand, and a separate report is to be submitted to Executive in respect of the management of pavilions and sports pitches.</p> <p>The planning of these arrangements is in hand,</p> <p>Service reductions have been considered by the Member Advisory Group, following the Member Budget Away Day. These will be reported into the Executive once proposals have been finalised.</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>Medium Term Financial Strategy 2012/13 (Minute 142/12)</b>  <b>Resolved</b>  (2) That the outline timetable for the 2013/14 budget process, as set out in the report, be agreed.  (4) That a public consultation in preparation for the budget process, as set out in the report, be conducted.  (5) That the Grants to Voluntary Organisations be set at Council on 11 December 2012. <b>(HF)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Localising Council Tax Support (Minute 143/12)</b>  <b>Resolved</b>  That the proposed consultation process on draft proposals for a Local Council Tax Support Scheme to be implemented from 1 April 2013, as detailed in the report, be approved. <b>(HCS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Consultation period has finished and The feedback was incorporated into the design of the new LCTS scheme that was approved at Full Council on 18 December.		

**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>Weekly Collection Support (Minute 144/12)</b>  <b>Resolved</b>  That a bid, as detailed in the report, be submitted to the Department for Communities and Local Government for funding for a weekly collection of residual waste from the low-rise residential properties (flats) in the District. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Bid agreed; initial funding of £300,000 is expected in January 2013 and the scheme should be launched in February 2013.		
<b>Air Quality Management In Rayleigh Town Centre (Minute 145/12)</b>  <b>Resolved</b>  That the public consultation exercise with regard to an Air Quality Management Area in Rayleigh be deferred to allow joint action by Rochford District and Castle Point Borough Councils. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	DEFRA recently wrote to the Council to agree its current position regarding air quality. Further data gathered from on-going monitoring will form future decisions regarding the establishment of an AQMA.		
<b>Transfer of Business Rates Administration Back to Rochford District Council (Minute 187/12)</b>  <b>Resolved</b>  That transfer of the administration of the Council's National Non Domestic Business Rates from Chelmsford City Council back to Rochford District Council as of January 2013, as detailed in the report, be agreed. <b>(HCS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Work now being carried out to implement the transfer back to the Council in the new 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>Voluntary Sector Grants (Minute 188/12)</b>  <b>Resolved</b>  (1) That the procedure set out in the report for allocating the 2013/14 Voluntary Sector Grants Fund be put in place on the basis that is fair, transparent and compliant with Best Value Statutory Guidance.  (2) That applications be open to all voluntary groups operating in the District, except for the Citizens Advice Bureau and the Rayleigh, Rochford District Association for Voluntary Service who will receive top sliced funding from the same pot based on the previous year's performance in relation to their Service Level Agreement.  (3) That the specified timeline outlined in the report, which is in line with Best Value guidance, be followed. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Procedure implemented. Grants for 2013/14 now allocated.		
<b>Secondary Glazing and Replacement Double Glazing (Minute 190/12)</b>  <b>Resolved</b>  (1) That works on secondary glazing and replacement double glazing proceed on the basis detailed in the exempt report up to the value of the 2012/13 capital budget of £35,000, with the contract awarded to Thermoshield Windows, Rochford.  (2) That an additional capital allocation of £43,635 be included in the capital programme for consideration by Council as part of the 2013/14 budget process. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Order placed; works commencing.		

**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>Community Re-Use Scheme for Furniture and Electrical Goods (Minute 213/12)</b>  <b>Resolved</b> (1) That the Council actively promotes the environmental and community benefits of the Hopeworx Community Re-Use Project, but declines to enter into a formal agreement for the diversion of all furniture and electrical appliances collected through the bulky waste service.  (2) That the following charges be agreed:- <ul style="list-style-type: none"> <li>An administration fee of 10%, in respect of any 'Re-Use Credit' claimed by the District Council from Essex County Council on behalf of Hopeworx.</li> <li>A charge of £5 per item of furniture or electrical goods collected from Hopeworx depot by the Council's contractor. <b>(HES)</b></li> </ul>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Business Rates and Overpaid Housing Benefit Write-Offs (Minute 214/12)</b>  <b>Resolved</b> (1) That the outstanding business rates with regard to premises in Rochford and Rayleigh, which have ceased trading, as detailed in the exempt report, be written off.  (2) That the outstanding housing benefit overpayments deemed to be unrecoverable, as detailed in section 3.3 of the exempt report, be written off.  (3) That, in relation to housing benefit overpayments, the following activity:-	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Outstanding business rates and housing benefits overpayment have been written off as detailed in the report.		

**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		
<ul style="list-style-type: none"> <li>Investigation as to whether it would be possible to pursue the seizure of, or the introduction of a charge against, assets through the courts.</li> <li>Appropriate publicity being given to action taken by the Council in relation to cases. <b>(HCS)</b></li> <li>Raising the profile of arrears in general and the likelihood of collecting debts in the end of year account documentation. <b>(HF)</b></li> </ul>	Publicity will continue to be given to action taken by the Council, where appropriate.		
<b>Community Right to Challenge (Minute 233/12)</b>  <b>Resolved</b>  (1) That the Head of Legal, Estates and Member Services be the designated officer for the receipt, validation and acceptance or rejection of expressions of interest.  (2) That the timetable for the acceptance or rejection of expressions of interest, as set out in appendix 1 of the report, be approved.  (3) That the Head of Legal, Estates and Member Services be authorised, after consultation with appropriate Heads of Service, to determine whether grounds exist to reject an expression of interest and, following consultation with the appropriate Executive Member, to accept or reject an expression of interest on behalf of the Authority. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	In hand.		

**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>Adoption of Code of Practice for Charity Street Collections in Rayleigh (Minute 234/12)</b>  <b>Resolved</b>  (1) That the signing of the Rayleigh Site Agreement as a working practice agreed between the Public Fundraising Regulatory Association (PFRA) and Rochford District Council, in consultation with Rayleigh Town Council, be approved.  (2) That the Head of Environmental Services, in consultation with the Portfolio Holder, be authorised to approve a similar Site Agreement for Rochford and other locations should this become necessary in the future. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Progress Update on the New Grounds Maintenance Contract (Minute 235/12)</b>  <b>Resolved</b>  (1) That the OJEC Notice be withdrawn.  (2) That the exempt report be referred back to the Portfolio Holder Member Advisory Group. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

**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 Overall Strategy and Policy Direction

Item	Progress/Officer Comments		
<b>Review of Essential and Casual Car User Allowances (10/11/11)</b>  <b>Decision</b>  To proceed with a review of essential and casual car user allowances and begin full consultation with Unison. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Consultation progressing with Union and staff.		
<b>Member Champion for Risk and Business Continuity (07/09/12)</b>  <b>Decision</b>  To delete the Member Champion role for Risk and Business Continuity with effect from 1 October 2012. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
<b>Appointment to Rochford Housing Association Board (14/08/12)</b>  <b>Decision</b>  That Cllr P A Capon be appointed to the Rochford Housing Association Board pending confirmation by Full Council. <b>(HLEMS)</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 Council Tax Collection, Benefits and Strategic Housing Functions

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Review Committee recommendations for the Disabled Facilities Grants Process (02/02/12)</b>  <b>Decision</b>  To implement all 10 of the recommendations that were made by the Review Committee, following their review of the Disabled Facilities Grants process. <b>(HCS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Being implemented and monitored		

### Progress on Decisions by Portfolio Holder for Environment

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Footpath at Plumberow Mount (19/09/12)</b>  <b>Decision</b>  To approve the creation of a public footpath between Footpath 13 Hockley and Plumberow Avenue by Essex County Council as outlined by the attached plan, subject to the approval of residents on the private road at point C on the attached plan. <b>(HLEMS)</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.

Item	Progress/Officer Comments		
<b>Byelaws for Pleasure Grounds, Public Walks and Open Spaces (10/10/12)</b>  <b>Decision</b>  That, officers commence a period of public consultation on byelaws for pleasure grounds, public walks and open spaces. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Further feedback is awaited from DCLG prior to commencing formal consultation on the Byelaws.		
<b>Home Dog Boarding Establishments (07/11/12)</b>  <b>Decision</b>  To adopt the updated Licence Conditions for Home Dog Boarding Establishments shown in the appendix. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

### Progress on Decisions by Portfolio Holder for Finance and Resources

Item	Progress/Officer Comments		
<b>Terms of Lease to Rayleigh Grange Community Association for the Lease of the Rayleigh Grange Community Hall (14/02/11)</b>  <b>Decision</b>  (1) That the Rayleigh Grange Community Association be granted a fully repairing and insuring lease on the Rayleigh Grange Community Hall for a term of twenty eight years (4x7) on the understanding that a sub lease be let to Essex County Council on those parts of the property provided specifically, either exclusively or shared, for the provision of a Sure Start Centre, for a term of twenty five years at a peppercorn rent.	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Head lease terms agreed for completion pending finalising of management agreement between Essex County Council and the Association .		

**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>(2) That the Rayleigh Grange Community Association be charged £250 pa rental until the first rent review, which will be in year 3. At the rent review the annual rental should be reconsidered taking into account the financial situation and community aspects at that time.</p> <p>(3) That the rest of the lease terms be established in line with the guidelines within the Community Halls and Associated Assets report to Executive 21 April 2010. <b>(HLEMS)</b></p>			
<p><b>Grants To Voluntary Organisations 2012/13 (15/12/11)</b></p> <p><b>Decision</b></p> <p>To agree the recommendations made by the Member Grant Advisory Group which met on 14<sup>th</sup> December 2011 to allocate grant funding to local voluntary organisations. <b>(HF)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Completed with payments made in early April. Instalments to Citizen Advice Bureau and Rochford and Rayleigh Association of Voluntary Services will be made as scheduled later in the year.		
<p><b>Sale of Small Piece of Land Adjoining Bellingham Lane Car Park (13/03/12)</b></p> <p><b>Decision</b></p> <p>That the small parcel of land that used to form the supporting earth bank to Bellingham Lane car park be sold with a restrictive covenant to protect Rochford District Council's future position should the land be developed in the future. <b>(HLEMS)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

**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>Lease of Playing Field and Car Park to Trustees of Hockley Community Centre (23/05/12)</b>  <b>Decision</b>  That a lease of the playing field and car park surrounding the Hockley Community Centre be granted to the Trustees of the Centre for a term of 15 years at a market rental and subject to the relevant terms of the Council's policy for the lease of community halls and associated assets. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Completed. subjected to title plan correction with land registry.		

### Progress on Decisions by Portfolio Holder for Leisure, Tourism, Heritage, Arts, Culture and Business

Item	Progress/Officer Comments		
<b>Proposal to enhance quality and speed of Broadband (17/04/12)</b>  <b>Decision</b>  To work with Southend Borough Council to submit a bid for a proportion of the funding allocated to Essex County Council by Broadband UK (BDUK) for provision of an improved broadband service throughout the District. <b>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Continuing.		
<b>Rayleigh Windmill Civil Ceremony Promotional Offer (14/08/12)</b>  <b>Decision</b>  That the Leisure Team launch a promotional offer for civil ceremonies held at Rayleigh Windmill to coincide with the 100 <sup>th</sup> wedding to be held at the venue. <b>(HCS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Promotional offer launched and as a result a number of wedding bookings were taken in a comparatively short period of time and so the offer proved to be successful.		

**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 and Transportation

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Sustainability Appraisal of the Allocations DPD: Discussion and Consultation – Update and Further Consultation (01/08/12)</b>  <b>Decision</b>  That an updated Sustainability Appraisal of the Allocations DPD: Discussion and Consultation (2010) be published and the views of interested parties be invited by way of a four week consultation. <b>(HPT)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
<b>Proposal for an Increase to the Authorised Fare Tariff for Hackney Carriages (30/08/12)</b>  <b>Decision</b>  That an increase to the authorised fare tariff for hackney carriages is agreed as set out in Appendix 2 of the report. In summary, the revised tariff provides for: no increase on the flag fall; a 40p increase for journeys up to 1 mile; a 60p increase for journeys from 2 to 3 miles; an 80p increase at 4 miles; and £1 at 5 miles. <b>(HPT)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented		
<b>Car Park Customer Survey 2012 (19/10/12)</b>  <b>Decision</b>  That the report and survey results are noted and that a further car park survey is carried out in spring 2014. <b>(HPT)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Continuing.		

**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>Hockley Woods Car Park Order (18/10/12)</b>  <b>Decision</b>  That the proposed Off-Street Parking Order prepared for Hockley Woods be confirmed and the Order and specified parking charges be implemented from Monday, 12 November 2012. <b>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
<b>Suspension of Parking Charges on Saturdays Before Christmas (18/10/12)</b>  <b>Decision</b>  That car parking charges in all Council car parks be suspended on the four Saturdays prior to Christmas – the dates are 1, 8, 15 and 22 December 2012. <b>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Continuing.		

**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 Service Development, Improvement and Performance Management

Item	Progress/Officer Comments		
<b>Members and ICT / Data Protection / Freedom of Information (25/08/12)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
To implement a standard approach to the use of IT by Members in order to ensure compliance with the Code of Connection to the Government Secure Network, the Freedom of Information Act and Data Protection Legislation. <b>(HICS)</b>	A survey has been sent to all Members to identify individual requirements. However, implementation has been delayed as we need to wait for the results of the recent Code of Connection (CoCo) IT security inspection to ensure that our solution is compliant.		

**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.