

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

### From Full Council

Item	Progress/Officer Comments		
<b>Whole Essex Community Budget (Minute 223/12)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>(1) That the principles behind the Whole Essex Community Budget submission to Central Government and contained in the individual business cases be supported.</p> <p>(2) That the Council's commitment to work with the County 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.</p> <p>(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></p>	<p>Much work is now focusing on the Local Economic Partnership for Essex, Kent and East Sussex and the resources it will have available.</p>		

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Item	Progress/Officer Comments		
<b>London Southend Airport and Environs Joint Area Action Plan – Pre-Submission Plan (Minute 274(2)/12)</b>  <b>Resolved</b>  (1) That the London Southend Airport and Environs Joint Area Action Plan (JAAP) be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012, and that, following consultation, the plan be submitted to the Secretary of State for Communities and Local Government, prior to Examination in Public, under Regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012.  (2) That the inclusion of any minor amendments, which may result from <i>inter alia</i> analysis of the representations from public consultation and any additional evidence considered, be delegated to the Head of Planning and Transportation in consultation with the Portfolio Holder for Planning and Transportation. <b>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	The JAAP was submitted on 17 December and it is anticipated the public examination will be held over three days in April on dates to be determined.		

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Item	Progress/Officer Comments		
<b>Council Tax Discounts and Exemptions (Minute 212/13)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>(1) That, with effect from 1 April 2014, the Council Tax discount for unoccupied and furnished properties (second homes) be reduced from 10% to nil (Class A and Class B of the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012).</p> <p>(2) That, with effect from 1 April 2014, the Council Tax discount for vacant properties, which are in need of major repair, be reduced from 100% for 12 months to 50% for 12 months (Class D of the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012).</p> <p>(3) That, with effect from 1 April 2014, the Council Tax discount for empty and unfurnished dwellings be reduced from 100% for up to six months to 100% for up to one month (Class C of the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012). This discount will only apply immediately following a period when the property was occupied for a minimum of six weeks. It will also be restricted to a maximum of two awards in any one financial year.</p> <p>(4) A Council Tax premium be introduced to be set at 50% and charged in addition to the 100% Council Tax charge for existing properties that have been empty and substantially unfurnished for two years or more (Section 11B of the Local Government Finance Act 1992). <b>(HCS)</b></p>	<p>Implemented with effect 1.4.13</p> <p>As above.</p> <p>As above</p> <p>As above</p>		

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<b>Diversion of Footpath 36, London Southend Airport (Minute /13)</b>  <b>Resolved</b>  That the Public Path Diversion Order for Footpath 36 made on 12 April 2013 be confirmed and referred to the Secretary of State for determination. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Secretary of State has advised that a public Inquiry is to be arranged to consider the matter.		
<b>Allocations Document (Minute 239/13)</b>  <b>Resolved</b>  (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.  (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>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Consultation on modifications to the plan is due to be completed on 17 January 2014 and it is anticipated that following receipt of the inspector's final report the plan can be adopted on 25 February 2014.		
<b>Hockley Area Action Plan (Minute 240/13)</b>  <b>Resolved</b>  (1) That the schedule of modifications to the HAAP Submission Document (November 2012) be accepted for consultation as part of the examination process, as set out in the report.  (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 HAAP. <b>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Consultation on modifications to the plan is due to be completed on 17 January 2014 and it is anticipated that following receipt of the inspector's final report the plan can be adopted on 25 February 2014.		

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## 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, and in particular, Universal Credit.		
<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Hockley - See comments on minute 240/13 above.  Rochford - The Rochford Area Action Plan Submission Document was submitted to the Government on 20 November 2013. Public examination is to take place in February 2014 and subject to the receipt of the inspector's initial findings and the need to advertise any modifications to the plan, it is expected the plan can be adopted in late summer/early autumn.		

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	Rayleigh – The plan is due to be submitted in late March or early April, and following public examination and any further required consultation on modifications, it is expected the plan will be adopted by the end of 2014.		
<b>Pet Memorial Area, Cherry Orchard Country Park (Minute 128/12)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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. <b>(HES)</b>	Wet weather has delayed ground works. The Pet Memorial Area will open in January once ground conditions have improved.		
<b>Asset Review 2012 (Minute 261/12)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) That, with the exceptions of sites 4 (area A), 7, 9, 10, 11 and 12, the sites detailed in the appendix to the officer's report be brought forward for consideration for development and disposal, subject to legal process, negotiations and planning approval on a phased basis with target phasing as follows:-  2013/14: Site 2 2014/15: Sites 1 and 5 2015/16: Sites 3 and 6 2016/17 and beyond: Sites 4 (area B only) and 8	Proceeding according to programme.		

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(2) That options for site 7 be considered as part of the Rochford Town Centre Study.	Included in Town Centre Study.		
(3) That site 12 be offered to Hockley Parish Council to be incorporated as part of Plumberow Mount Public Open Space on the same terms as the current lease with the Parish. <b>(HLEMS)</b>			
<b>Report of the Review Committee on how Voluntary and Community Groups Function in the District (Minute 22/13)</b>  <b>Resolved</b> <ul style="list-style-type: none"> <li>That the Council's website includes a page dedicated to information on voluntary organisations in Rochford District, with all future Rochford District Council grant aid forms, and to include a section providing the opportunity for groups to have their details in the maps section.</li> <li>That the Council reviews the use of the accommodation provided in Rochford and Rayleigh with the CAB to ensure the best use of space. <b>(CE/HLEMS)</b></li> </ul>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	There is a live page on the website.  Review underway.		
<b>Contract for the sale of Recyclable Materials (Minute 115/13)</b>  <b>Resolved</b>	Red	Amber	Green
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	(1) That the Council enters into a contract with UPM for the sale of recyclable materials for a term of seven years at the fixed price identified in the exempt report commencing on 15 May 2015.		
	UPM has been notified of the decision to accept its offer. Since this time, however, UPM has had an internal re-organisation and is now trying to re-negotiate on the basis of the current depressed		

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(2) That the decision in (1) above be taken as a matter of urgency and not subject to call in/referral because there is only a limited time period within which to accept the offer. The offer would be of significant benefit to the Council's Medium Term Financial Strategy. <b>(HES)</b>	economic climate. Officers are trying to enter discussions to resolve this issue and will be meeting with UPM before the next Executive.		
<b>ICT Security Policy and Practice (Minute 135/13)</b>  <b>Resolved</b>  (1) That the updated Corporate Information Security Policy and Personal Commitment Statement, as attached to the report, be approved.  (2) That a standard approach to the use of IT by Members, as set out in paragraph 3.14 of the report, be implemented.  (3) That the Portfolio Holder for Service Development, Improvement and Performance Management be authorised to approve a specific procedure note around Members' use of IT, as set out in paragraph 3.15 of the report.  (4) That the Head of Information and Customer Services, in consultation with the Portfolio Holder for Service Development, Improvement and Performance Management, be authorised to implement a system of remote access to IT systems by officers should this be necessary once the Council's IT security submission has been assessed by the Cabinet Office. <b>(HICS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

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<b>Waste Management and Street Cleansing Contracts (Minute 173/13)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>(1) That the option to extend the waste management and street cleansing contracts is taken up with SITA UK Ltd on the terms detailed in paragraphs 4.1 and 5.1 of the exempt report.</p> <p>(2) That the renewal of the contracts be agreed as soon as possible to maximise possible savings.</p> <p>(3) That Rochford District Council purchase the vehicle fleet by way of borrowing.</p> <p>(4) That responsibility for bin replacements be transferred from SITA UK Ltd to the Council.</p> <p>(5) That whether to introduce a rewards scheme to encourage an increase in dry recycling, based upon the Bracknell Forest Council model, be reviewed in consultation with the Portfolio Holder for the Environment, Leisure, Arts and Culture.</p> <p>(6) That the revised rectification and default procedure, as set out in the exempt report, be adopted.</p> <p>(7) That a new clause be added to the contract to ensure that future efficiency savings are shared. <b>(HES)</b></p>	<p>SITA UK Ltd has been notified of the Executive's decision and officers are in consultation with the company to draft an addendum to the existing contract.</p> <p>The capital expenditure has been identified within the budget.</p> <p>The Portfolio Holder has asked officers to investigate opportunities for improving the recycling of textiles and a reward scheme with funding from the DCLG grant.</p>		

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<b>Disabled Facilities Grants (Minute 177/13)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>That the content of the report providing a further update on the Council's performance in relation to the processing of disabled facility grant applications and associated works be received, subject to:-</p> <ul style="list-style-type: none"> <li>Noting that the Portfolio Holder for Council Tax Collection, Benefits and Strategic Housing Functions is to ascertain from Essex County Council whether there are cases requiring occupational therapist assessment relating to the Rochford District that should be progressed and the extent of any broader pan Essex delays in cases. The Portfolio Holder to report back to the Executive on this subject, including the possibility of the District Council engaging an occupational therapist to address case backlogs should this be appropriate.</li> <li>A review of the conditions provided to contractors appointed to install equipment to ensure such conditions are clear where a contractor is expected to acquire equipment in advance of their own remuneration. <b>(HCS)</b></li> </ul>	<p>Meetings have taken place at Portfolio Holder and officer level to highlight the need for O.T. assessments to be carried out promptly to avoid backlogs of cases.</p> <p>Completed.</p>		

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<b>Land Adjacent to Hockley Woods (Minute 181/13)</b>  <b>Resolved</b>  (1) That an agent be appointed to approach the current owner to ascertain whether they are prepared to sell the area of land adjacent to Hockley Woods identified in the exempt report.  (2) That a further report be submitted setting out the agent's conclusions on the best terms available to purchase the area of land.  (3) That agent fees of up to £5,000 be funded on the basis set out in paragraph 8.3 of the exempt report. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	The estate is now on the open market. Mark Francois, MP has set up a meeting for officers and Members with the Chief Estates Officer of the Ministry of Justice on 5 February.		
<b>Policy for Car Allowances (Minute 182/13)</b>  <b>Resolved</b>  (1) That to promote the green travel agenda the following changes to the Council's car mileage scheme be introduced:- <ul style="list-style-type: none"> <li>Change the essential user lump sum payments to reflect CO<sup>2</sup> bandings rather than engine size, with a higher sum paid for cars with a lower emission rating;</li> <li>Pay mileage rates for both essential and casual users at one single rate rather than different amounts, again based on CO<sup>2</sup> bandings rather than the engine size of the vehicle;</li> </ul>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	New Scheme has been implemented.		

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<ul style="list-style-type: none"> <li>Change the essential user lump sum payments to reflect CO<sup>2</sup> bandings rather than engine size, with a higher sum paid for cars with a lower emission rating;</li> <li>Pay mileage rates for both essential and casual users at one single rate rather than different amounts, again based on CO<sup>2</sup> bandings rather than the engine size of the vehicle;</li> <li>Introduce a 1500 mileage threshold for authorised business journeys, with car users above this threshold to be designated essential users;</li> <li>Those that are currently designated as essential users regardless of actual annual mileage to retain this designation until such time that they leave the Council or change roles.</li> </ul> <p>(2) That the new scheme be implemented with effect from 1 January 2014. (CE)</p>			
<p><b>Acacia House, Rochford (Minute 183/13)</b></p> <p><b>Resolved</b></p> <p>That Acacia House, Rochford be disposed of via auction. <b>(HLEMS)</b></p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Sale agreed.		

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Item	<b>Progress/Officer Comments</b>		
<b>Pooling of Business Rates (Minute 202/13)</b>  Resolved  (1) That the Council join a business rates pool.  (2) That a scheme similar to that in existence in Suffolk be pursued, on the basis that no authority can be worse off in the pool than they would have been outside it.  (3) That the Head of Finance, in consultation with the Portfolio Holder for Finance and Resources, be authorise to agree the development of the pooling proposal and governance arrangements. <b>(HF)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The Government's Autumn Statement included announcements about a number of changes to business rates which are subject to final regulations, separate grant arrangements and confirmation of accounting treatment. This has introduced a level of uncertainty about the risks and benefits of pooling so the Essex Pool will not be going ahead.  This decision can now be deleted.		
<b>Consultation from Essex County Council on ‘Part Night’ Street Lighting (Minute 203/13)</b>  Resolved  (1) That the County Council be provided with the comments schedule, together with this Council’s view that the exclusions policy should include the main town centre areas of Rayleigh, Rochford and Hockley, the areas around the railway stations and those footpaths across the District that run from the town centres and link the residential areas.  (2) That the decision in (1) above be taken as a matter of urgency and not subject to call-in/referral because of the consultation deadline set by the County Council. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.          Implemented.		

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<b>Grounds Maintenance Contract (Minute 204/13)</b>  <b>Resolved</b>  (1) That the grounds maintenance contract be awarded to ISS Facilities Services – Landscaping at the per annum tender value identified in the exempt addendum to the report.  (2) That £55,000 of the original budget be set aside as a contingency reserve.  (3) That the contract commences on 2 December 2013. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The contract was successfully awarded and is now being monitored.		
<b>Review Committee Reports (Minute 226/13)</b>  <b>Resolved</b>  (1) That recommendations (1) to (3), as set out in the exempt report on leisure service provision, be agreed. <b>(HCS)</b>  (2) That recommendations (1) to (3) and (5) to (11), as set out in the exempt report on woodlands, be agreed. Officers from the Council's Economic Development Unit to assist with sourcing funding options for the improvement of open spaces (recommendation (4)). <b>(HES))</b>  (3) That, subject to consideration being given to the introduction of a business card explaining the mobile payment system for distribution to local retailers, recommendations (1) and (3) to (5), as set out in the exempt report on car parks be agreed. Recommendation (2) be not agreed. <b>(HPT)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Recommendations agreed.  Implemented.  Work in progress to develop a suitable card.		

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### Progress on Decisions by Portfolio Holder for Economic Development, Regeneration, Business Liaison and Tourism

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Wireless Broadband (01/10/13)</b>  <b>Decision</b>  That Southend Borough Council be informed Rochford is, in principle, interested in being involved in their project to deliver wireless broadband across the Borough, with the scheme being expanded to include Rochford's residents. <b>(HPT)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented. It is understood that a tender process is now being progressed to find a suitable contractor capable of implementing the proposed scheme.		

### Progress on Decisions by Portfolio Holder for Environment, Leisure, Arts and Culture

Item	Progress/Officer Comments		
	Red	Amber	Green
<b>Play Spaces Refurbishment Programme 2013/14 (01/08/13)</b>  <b>Decision</b>  That £18,700 of this year's capital allocation is used to replace the play surface and refurbish the fire damaged play equipment at Sweyne Park. <b>(HES)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

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<b>Annual Open Spaces Programme 2013/14 (31/10/13)</b>  <b>Decision</b>  (1) To approve capital expenditure of £28,739 for a range of improvements across the Council's Open Spaces including the:- <ul style="list-style-type: none"> <li>• Installation of bollards at Canewdon Green, and</li> <li>• Replacement of specific litter bins and benches across open spaces.</li> </ul> (2) To withdraw the offer of match funding (£25,000) for the provision of a skateboard park at Canewdon Recreation Ground. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	To be completed by the end of March.		
<b>Climate Change Commitment (03/10/13)</b>  <b>Decision</b>  That the Climate Change Commitment 'ClimateCO <sub>2</sub> de' is adopted in place of the former Climate Change and Sustainability Strategy 2008-13. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The Climate Change Commitment was signed in October 2013 and has been published.		
<b>Play Space Refurbishment Programme 2013/14 (03/10/13)</b>  <b>Decision</b>  That capital expenditure of £28,000 is approved for the replacement of the existing woodchip surfacing in the play area at Rochford Recreation Ground with a new safety surface. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Play surfaces are all in place.		

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<b>Rochford Recreation Ground (03/10/13)</b>  <b>Decision</b>  That the siting of a storage container at Rochford Recreation Ground for use by the football club be permitted in principle on the basis of an annual licence. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Licence issued. Planning application approved.		
<b>Re-Profiling Of The Lake At Cherry Orchard Jubilee Country Park (11/10/13)</b>  <b>Decision</b>  That capital expenditure of £20,000 is approved, to re-profile and lower the water level in the lake in order to create a more 'wildlife friendly' environment. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	To be completed by the end of March.  Quotes are proving to be favourable.		
<b>Revising Cemetery And Memorial Regulations (28/10/13)</b>  <b>Decision</b>  That the cemetery and memorial regulations be updated as set out in the Rochford District Council Cemetery and Memorial Regulations 2013. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

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<b>Fees And Charges For Scrap Metal Dealers (19/11/13)</b>  <b>Decision</b> That the following fees are approved for the licensing of Scrap Dealers:-  Site Licence - New £327, Renewal £260 Collectors Licence - New £217, Renewal £180 Variation of a Licence £63 Duplicate Licence £11 <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
<b>Lease Of Great Wakering Sports Hall (30/11/13)</b>  <b>Decision</b>  To lease the Great Wakering Sports Hall to Mr & Mrs Wilkinson, 5 Royal Mews, Southend on Sea, SS1 1DB for a period of 14 years with break clauses and rent reviews at three year intervals. <b>(HCS)</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>Sale of Land Fronting 65 Brocksford Avenue, Rayleigh (12/06/13)</b>  <b>Decision</b>  To dispose of land fronting 65 Brocksford Avenue, Rayleigh for vehicular access. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	In progress.		

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           Done      = Completed projects "greyed out" in reports.

Item	Progress/Officer Comments		
<b>Renewal of Lease of ATC Hut and Surrounding Land at Connaught Road, Rayleigh (22/08/13)</b>  <b>Decision</b>  To grant a new lease of the ATC Hut and surrounding land at Connaught Road, Rayleigh to the East Anglia Reserve Forces and Cadets Association, for a term of seven years on a full repairing basis, at a rental of £603 increasing annually by the greater of RPI or 2%. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Draft Lease and associated documents sent, awaiting response from the Cadets Association.		
<b>Essex Procurement Hub (21/11/13)</b>  <b>Decision</b>  That the Council becomes an Associate Member of the Essex Procurement Hub for a trial period of 12 months, with a review in Autumn 2014 on future membership. <b>(HF)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The membership will start on 1 April 2014.		

**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 (Leader)

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Employee Green Car Salary Sacrifice Scheme (06/11/13)</b>  <b>Decision</b>  The Green Car Salary Sacrifice Scheme, as set out in this report, is adopted as an employee benefit. <b>(HF)</b>	Implemented.		

### Progress on Decisions by Portfolio Holder for Planning, Transport and Heritage

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Hackney Carriage Licence Conditions Relating to Wheelchair Accessible Vehicles (27/09/13)</b>  <b>Decision</b>  The hackney carriage vehicle licence conditions are amended to remove condition 1.12 that requires proprietors with multiple vehicle licences to provide a wheelchair accessible vehicle for every third licence held. <b>(HPT)</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		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Suspension Of Parking Charges On Saturdays Before Christmas (16/10/13)</b>  <b>Decision</b>  That car parking charges in all Council car parks be suspended on the Saturdays during December, prior to Christmas – the dates are 7, 14 and 21 December 2013. <b>(HPT)</b>	Implemented.		

### Progress on Decisions by Portfolio Holder for Service Development/Improvement and Performance Management

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Family Mosaic ‘Drop In’ Sessions At Rochford Reception (16/10/13)</b>  <b>Decision</b>  To approve the continuation of staff from Family Mosaic holding monthly drop in sessions in the interview room in the reception area at Rochford on the first Tuesday of every month from November 2013 to January 2014. <b>(HICS)</b>	A review is being carried out on the effectiveness of the drop-in sessions prior to consideration being given to a further extension in 2014.		

**KEY**

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 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.