# **PROGRESS ON DECISIONS**

Item		Progress/Officer	
Members' Performance Report – 2006/07 Quarter 1 (Minute 294/06)	Red	Amber	Green
		X	
Resolved			
That the performance achieved in Quarter 1 of 2006/07 be noted subject to:-	Report made to Co 2007.	mmunity Services Co	ommittee 6 March
<ul> <li>The undertaking of a value for money review of the Handy Person/Gardening Service (to include service delivery options). Outcomes to be reported to the Community Services Committee for consideration. (CD(ES))</li> </ul>			
Strip of Land at Betts Wood, Hockley (Minute 298/06)	Red	Amber	Green
			X
Resolved			
That, subject to verification of the position with regard to that part of the land identified as including and extending beyond Westminster Drive, the Head of Legal Services be authorised to complete the purchase of the strip of land at Betts Wood, Hockley identified on the plan attached to the report for a nominal sum and on such other terms and conditions as he considers appropriate. <b>(HLS)</b>	Purchase complete	d.	

#### **KEY**

Red

 At Risk – Probability of projects failing to meet scheduled end date.
 Implementation Stage – Rolling out of approved projects, on target to meet scheduled end date.
 Fully implemented – Projects completed and implemented. Amber

	Item		Progress/Officer	
Fut	ure Development of Cherry Orchard Jubilee Country Park (Minute 299/06)	Red	Amber	Green
		X		
Re	solved			
•	That the purchase of areas A and D, as identified at Appendix 1 of the exempt report, be agreed. If this is not possible through negotiation with the landowners by December 2006, then a Compulsory Purchase Order process commence on both sites.	whilst planning application is determined as a preliminal		
•	That officers submit applications for planning consent for the change of use of areas A and D as identified at Appendix 1 of the exempt report from agriculture to public open space, together with the preparation and submission of the necessary supporting information.	layout design. Awaiting feedback from ECC Highways		
•	That officers continue to research and make applications for possible external grants (including any that might be available from the European Union relating to improved habitat for wildlife) but that, if not successful, a bid be made in the budget setting process 2008/09 for the provision of additional supporting facilities to underpin any successful purchase. <b>(CD(ES))</b>	ng Opportunities for making funding bids may be enhanced		

Red Amber

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Item		Progress/Officer	
Commercial Premises – 124, 126 and 128 High Street, Great Wakering	Red	Amber	Green
(Minute 301/06)		X	
Resolved			
That the Head of Legal Services be authorised to proceed with the disposal of the shop units at 124, 126 and 128 High Street, Great Wakering at market value, and to grant a new lease for number 124 High Street, Great Wakering on such other terms and conditions as he considers appropriate. <b>(HLS)</b>	Premises on the macontract.	arket. 126 High Stre	et sold subject to
Land Adjoining 130 High Street, Great Wakering (Minute 302/06)	Red	Amber	Green
			X
Resolved			
That the land adjacent to the garages at Old Hall Court, Great Wakering, shown hatched black on the plan attached to the exempt report, be sold at market value to the applicants identified in the report subject to the applicants agreeing to meet the Council's legal fees, costs and valuation expenses and on such other terms and conditions as the Head of Legal Services considers appropriate. <b>(HLS)</b>	Applicant not agree wishes to proceed.	d on market value a	nd no longer
Rochford Fire Station – Renewal of Lease for Car Parking (Minute 303/06)	Red	Amber	Green
			X
Resolved			
That a new lease be granted to the Fire Service for the car parking spaces identified in the exempt report at market value on such terms and conditions that the Head of Legal Services considers appropriate. <b>(HLS)</b>	Completed.		

Red

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 Fully implemented – Projects completed and implemented. Amber

Item		Progress/Officer	
Dutch Cottage, Crown Hill, Rayleigh (Minute 304/06)	Red	Amber	Green
			X
Resolved			
That the views of Rayleigh Town Council, Rayleigh Civic Society, the National Trust and the Management Committee of the Dutch Cottage be sought on the possible options for the future management of the Cottage. (HLS/CD(ES))	Report prepared for this meeting.		
Procurement Strategy – Six Month Review (Minute 349/06)	Red	Amber	Green
		X	
Resolved			
That progress on implementation of the current procurement strategy be noted and that a new strategy be proposed to the Committee in early 2007. <b>(CD(ES))</b>	An assessment of the Council's current policy and practice has been undertaken by the Procurement Agency for Essex. Their report has been received and a revised Procurement Strategy will be submitted to this committee before the summer recess.		

Red

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 Fully implemented – Projects completed and implemented. Amber

Item		Progress/Officer		
Corporate Communication Strategy (Minute 377/06)	Red Amber Green			
		X		
Resolved				
That the revised Corporate Communication Strategy, as appended to the report, be adopted subject to:-  Consideration being given as to whether it is possible/appropriate to change the "caller withheld" feature of the Council's telephone system. (CE/HAMS)	It is not considered feasible to remove the 'caller withheld' feature from the Council's main switchboard number as, if a resident telephoned back on this number, the receptionist would not know who within the Council had made the original call and therefore would not be able to assist the caller. Basildon, Castle Point and Southend Councils all withhold their numbers for this reason. However, it is feasible to remove the 'caller withheld' feature from our direct dial lines, as the returned call would be made direct to the originating source. This requires an upgrade to our ISDN line and is being implemented with the assistance of our phone system providers.			
Revenue and Benefits – Extension of Capita Contract (Minute 428/06)	Red	Amber	Green	
Resolved		1		
That the Capita partnership be renewed for a further year whilst the Revenues and Benefits partnership continues to be developed with Chelmsford Borough Council. (CD(ES))	Funding for renewal of Capita contract agreed for 2007/08. Negotiations continuing with Chelmsford Borough Council regarding the Revenues and Benefits partnership.			

Red

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	Item		Progress/Officer	
Eval	uation of CCTV Provision (Minute 429/06)	Red	Amber	Green
			X	
Resc	olved			
(1)	That all the Council's analogue CCTV equipment be removed.	The analogue equi	pment has now beer	removed.
(2)	That the CCTV equipment installed on lamp columns in Hockley, Rochford and Hullbridge be removed but, given that this is at the request of Essex County Council, this Council seek to recover the cost of removal from the County Council.	Essex County Council will be removing this equipment at no cost to RDC, the works are currently being scheduled but no dates yet confirmed.		
(3)	That CCTV continue to be considered within the context of the management of the Council's sites and property, with appropriate provision made for the management and maintenance of such equipment.	Ongoing.		
(4)	That this Council continue to support the use by the Police of covert cameras across the District to target crime and disorder issues. <b>(CE)</b>	Ongoing.		
Appo	ointment of Consultants – Post Ballot Phase of Housing Transfer	Red	Amber	Green
(Min	ute 432/06)			X
Resc	olved		•	
Asso	, subject to a ballot result in favour of housing transfer, Graham Moody ociates and Bircham Dyson Bell be appointed as financial and legal consultants ectively for any further work associated with the transfer process. <b>(CD(ES))</b>	Contracts for post-ballot work now let, although the two partners carrying out the work have now transferred to Winkworth Sherwood, but will complete the work on the Council's behalf.		

Amber

Red

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Item	Progress/Officer		
Ferndale Road Scout Hut – Future Lease (Minute 15/07)	Red	Amber	Green
		X	
Resolved			
That, subject to obtaining the consent of J T Byford & Sons to the use of the land for that purpose and the surrender of the lease by the Scout Association, negotiations be commenced with Downhall Under Fives Pre-School Play Group for the lease (subject to a successful planning application) to them of the land at Ferndale Open Space formerly occupied by the scout hut. <b>(HCS)</b>	Company no longer trading, former director has no objection to release. Scout Association is in the course of demolishing existing hut and surrender of the lease will be concluded once site has been cleared and land reinstated. Preliminary discussions have taken place with playgroup regarding the details of their proposal and the planning process.		
Corporate Consultation Strategy (Minute 20/07)	Red	Amber	Green
			X
Resolved			
That the revised corporate consultation strategy be adopted. (CE)		Vorking Group will no rategy implementation	
Grants To Voluntary Organisations (Minute 21/07)	Red	Amber	Green
			X
Resolved			
(1) That the funding process and criteria as set out in the report be amended.	Now being actioned	for 2007/2008 fund	ng round.
(2) That awareness of the fund be raised through the CVS network as outlined in paragraph 4.3 of the report. <b>(CE)</b>			

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	Item		Progress/Officer	
57 S	outh Street, Rochford (Minute 22/07)	Red	Amber	Green
				X
Resolved				
(1)	That a decision on the preferred course of action in respect of 57 South Street, Rochford be deferred.	A report will be available on the agenda for Policy, Finance & Strategic Performance Committee – 15 March 2007.		
(2)	That a site visit be arranged for Members to 57 South Street, Rochford.	Site visit took place on 8 February 2007.		
(3)	That formal consultation be carried out with Essex County Council and Rochford Parish Council.	County and Parish Councils consulted.		
(4)	That a report be made to the Committee on the responses to the consultation, to also contain a full assessment of other potential uses of the site and the development of youth and related community services in general. (CD(ES))	See report at agen	da Item 16.	

Red

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	ltem		Progress/Officer	
FRO	OM FULL COUNCIL			
	nning Appeal – Retail Food Store and Associated Development at Former	Red	Amber	Green
Par	k School, Rawreth Lane, Rayleigh (Minute 209/06)			X
Res	solved			
(1) That the pending Appeal be dealt with by Written Representations, subject to the Planning Inspectorate accepting that they can be dealt with on this basis.			sued 25 January 200 nt. No further action i	
(2)	That, in the event that the Appeals proceed by way of Inquiry, specialist Counsel and expert witnesses be engaged to give evidence in support of the Council's decision and a contingency sum as specified in the exempt report be set aside to meet the cost of defending the action and any consequent liability arising from a cost award, to be funded from balances in the first instance and taken into account as part of a Budget Strategy for 2007/08. <b>(HLS)</b>	t be ility		
Rep	oort of the Waste Management and Recycling Sub-Committee	Red	Amber	Green
(Mi	nute 374/06)		X	
Res	olved			,
(1)	That the content of the officer's exempt report be noted and that waste and recycling information for the other Thames Gateway Authorities be used to help inform the Council's own procurement process.	Information will be used to assist the drafting of contract specifications. Contractors currently submitting outline proposals following 1:1 interviews with specification to be produced June/July 2007.		

Amber

Red

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	Item	Progress/Officer		
(2)	That officers continue to work with officers from Southend-on-Sea Borough Council on an aligned procurement process for the new refuse collection and recycling contracts, including the possibility of the Sutton Road Civic Amenity and Recycling Site being free of charge to Rochford District residents.	Officer level meetings to develop an aligned procurement process are continuing, in order to identify how and when		
(3)	That a representative of the Review Committee be invited to attend the contract tendering sessions for refuse collection and recycling with bidding companies.	Councillor Hudson attended Bidders Conference on 29 January.		
(4)	That a Waste Composition Analysis be undertaken, to be funded from the Waste Management and Performance Grant. <b>(CD(ES))</b>	Implemented. Report explaining results and analysis presented to Waste Management & Recycling Sub Committee on 19 February.		
Una	uthorised Gypsy and Traveller Sites (Minute 375/06)	Red Amber Green  X		
Resc	olved			
(1)	That the progress on each site be noted and that the action detailed in the officer's exempt report be progressed as expeditiously as possible.	Work continues to resolve the breaches of control on each of the sites listed in the report.		
(2)	That quarterly updates on the latest position for the sites listed in paragraph 6.9 of the officer's exempt report be reported to the Planning Policy and Transportation Committee. <b>(HPT)</b>	An update report was considered by the Planning Policy and Transportation Committee on the 15 February 2007. The next update will be presented to Members following the May elections.		

Red Amber

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Item		Progress/Officer	
bers Roles' (Minute 441(9)(a)/06)	Red	Amber	Green
		X	
lved			
That the appointment of Deputy Leader of the Council be introduced with effect from the 2007/08 Municipal Year.	_		
That the Members' roles, as outlined in the Appendix to the officer report to the Committee, be agreed for inclusion in the Constitution and other relevant publications with effect from the 2007/08 Municipal Year, subject to:-			
<ul> <li>Inclusion of the sub-heading 'key activities' under all main headings and an indication that the activities are indicative rather than compulsory.</li> </ul>			
<ul> <li>Provision for the role of Deputy Group Leader, the wording for which will be 'to support the Group Leader in his/her duties and to deputise when necessary and appropriate'. (CE)</li> </ul>			
ng The Council Tax Base 2007/08 (Minute 442/06)	Red	Amber	Green
			X
lved			
That the method of calculation of the Council 's Tax Base for the year 2007/08 be agreed.	Council tax now set	for 2007/08.	
•	Ived  That the appointment of Deputy Leader of the Council be introduced with effect from the 2007/08 Municipal Year.  That the Members' roles, as outlined in the Appendix to the officer report to the Committee, be agreed for inclusion in the Constitution and other relevant publications with effect from the 2007/08 Municipal Year, subject to:  Inclusion of the sub-heading 'key activities' under all main headings and an indication that the activities are indicative rather than compulsory.  Provision for the role of Deputy Group Leader, the wording for which will be 'to support the Group Leader in his/her duties and to deputise when necessary and appropriate'. (CE)	Ived  That the appointment of Deputy Leader of the Council be introduced with effect from the 2007/08 Municipal Year.  That the Members' roles, as outlined in the Appendix to the officer report to the Committee, be agreed for inclusion in the Constitution and other relevant publications with effect from the 2007/08 Municipal Year, subject to:  Inclusion of the sub-heading 'key activities' under all main headings and an indication that the activities are indicative rather than compulsory.  Provision for the role of Deputy Group Leader, the wording for which will be 'to support the Group Leader in his/her duties and to deputise when necessary and appropriate'. (CE)  Red  Ived  That the method of calculation of the Council 's Tax Base for the year  Council tax now set	Interest (Minute 441(9)(a)/06)  That the appointment of Deputy Leader of the Council be introduced with effect from the 2007/08 Municipal Year.  That the Members' roles, as outlined in the Appendix to the officer report to the Committee, be agreed for inclusion in the Constitution and other relevant publications with effect from the 2007/08 Municipal Year, subject to:  Inclusion of the sub-heading 'key activities' under all main headings and an indication that the activities are indicative rather than compulsory.  Provision for the role of Deputy Group Leader, the wording for which will be 'to support the Group Leader in his/her duties and to deputise when necessary and appropriate'. (CE)  That the method of calculation of the Council 's Tax Base for the year  Council tax now set for 2007/08.

## **KEY** Red

Amber

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		Item			Progress/Officer	
(2)	That pursuant to the officer Authorities (Calculation of calculated by the Rochford year 2007/2008 shall be in	Fax Base) Regula District Council a	ations 1992, the amount as its Council Tax Base for the	Council tax now se	t for 2007/08.	
	ASHINGDON	1217.16				
	BARLING MAGNA	626.16				
	CANEWDON	547.53				
	FOULNESS ISLAND	66.50				
	GREAT WAKERING	1965.28				
	HAWKWELL	4498.42				
	HOCKLEY	3790.99				
	HULLBRIDGE	2350.16				
	PAGLESHAM	103.44				
	RAWRETH	428.89				
	RAYLEIGH	12035.11				
	ROCHFORD	2937.93				
	STAMBRIDGE	230.65				
	SUTTON	53.41				
		30851.63	(CD(ES))			
Park	ing Charges (Minute 443/06	5)		Red	Amber	Green
					X	
Resc	olved					
That a scheme of revised parking charges based on the structure set out at the Appendix to the minutes be implemented with effect from July 2007. <b>(HPT)</b>		Arrangements in ha	and to implement the etimetable.	revised charges		

Red

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 Fully implemented – Projects completed and implemented. Amber

	Item	Progress/Officer		
Statement of Community Involvement for the Rochford District (Minute 444/06)		Red	Amber	Green
				X
Resolved				
(1)	That the Statement of Community Involvement for the Rochford District be amended as recommended by the Planning Inspectorate, subject to:-			
	<ul> <li>The inclusion of explanatory captions with the pictures in the Statement.</li> </ul>	Implemented.		
	<ul> <li>The provision of an easily understood short explanatory leaflet (the draft of which is to be approved in consultation with Members) and the inclusion of telephone contact points on both the leaflet and the Statement.</li> </ul>	The summary document was circulated to Members for comment and the final version published at the end of January 2007.		
(2)	That the amended Statement of Community Involvement be adopted by the Council and put into use as the Adopted Rochford District Statement of Community Involvement 2006. <b>(HPT)</b>	The final version of the statement of community involvement was published at the end of January 2007.		

Green

Red Amber

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Item		Progress/Officer		
Budget Strategy 2007/08 (Minute 27/07)		Red	Amber	Green
				X
Resolved			1	,
(1)	That the revised estimates for 2006/07, as detailed in the report, be agreed.	All implemented. Budget Book is being published. Council Tax bills will be issued.		
(2)	That the core estimates for 2007/08, as detailed in the report, be agreed.			
(3)	That the priorities identified for 2007/08, as detailed in the report, be agreed.			
(4)	That the 2007/08 Council Tax for Rochford District Council be at 4.9%.			
(5)	That the schedule of fees and charges, as detailed in the report, be agreed.			
(6)	That the Capital Programme, as detailed in the report, be agreed. (HFAPM)			
Capital Strategy – 2007/08 (Minute 28/07)		Red	Amber	Green
				X
Resc	Resolved			,
That the Capital Strategy, as appended to the report, be agreed. (HFAPM)		Implemented – Capital Strategy published.		

Red

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 Fully implemented – Projects completed and implemented. Amber

Item		Progress/Officer		
Treasury Management Strategy Statement And Annual Investment Strategy 2007/08 (Minute 29/07)		Red	Amber	Green
				X
Resolved				
(1)	That the Treasury Management Strategy Statement and Annual Investment Strategy, including the limits contained within the report, be agreed. <b>(HFAPM)</b>	Implemented.		
(2)	That the Authorised Limit and Operational Boundary for external debt as laid down in the report be agreed and that authority be delegated to the Head of Finance, Audit and Performance Management, within the total limit for any individual year, to effect movement between the separately agreed limits for borrowing and other long-term liabilities. <b>(HFAPM)</b>	Implemented.		
(3)	That the inclusion of a plain English summary at the front of highly complicated/technical reports (financial and other) together with glossaries be provided where appropriate. (HFAPM/CE)	A member of the Financial Services team has been on a Plain English Course and Officers will be incorporating summaries and glossaries as appropriate into reports.		

If you would like this document in large print, braille or another language please contact 01702 546366.

### **KEY**

Red = At Risk – Probability of projects failing to meet scheduled end date.

 Implementation Stage – Rolling out of approved projects, on target to meet scheduled end date.
 Fully implemented – Projects completed and implemented. Amber