

## PROGRESS ON DECISIONS

Item	Progress
<b>From Former Finance &amp; General Purposes Committee</b>	
<p><b>Asset Management Best Value Review (Minute 411/00)</b></p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• That a Local Land &amp; Property Gazetteer to be linked to the National Land Information System be produced.</li> <li>• That opportunities for Facilities Management, Partnership working and Competition in Asset Management be reviewed within the next twelve months following review of the Leisure and Housing Services</li> <li>• That a further report on the viability of a Data Centre following a process review of data management within the authority be presented. <b>(CD(LP&amp;A))</b></li> </ul>	<p>Data matched property information has now been loaded into Uniform Spatial 7. Data to be linked to National system following testing and trials.</p> <p>To be considered following Leisure and Housing Reviews.</p> <p>Process review underway with questionnaire circulated to identify database management arrangements across the authority.</p>
<p><b>50-54 West Street, Rochford – (Minute 423/00)</b></p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• That Officers continue to discuss the options for a suitable renovation and redevelopment scheme with the owners within defined parameters based on the information contained in the report with any initial proposals relating to indicative use and planning application/conservation consent to be considered by Committee in the first instance. <b>(HPS)</b></li> </ul>	<p>Ongoing.</p>

Item	Progress
<p><b>Rochford Economic Audit (Minute 69/01)</b></p> <p><b>Resolved</b></p> <p>That Officers complete their work on a draft economic strategy for the District, based on the consultants' report, for consideration at a future meeting. <b>(CE)</b></p>	<p>The Economic Development Strategy will be completed for Members' views shortly.</p>
<p><b>Document Production – Best Value Review (Minute 160/01)</b></p> <p><b>Resolved</b></p> <p>To note the actions already implemented by the review group and agree the proposals for the future provision and management of document production as set out at the Appendix to these minutes. <b>(HAMS)</b></p>	<p>Review underway and due to conclude in early 2003.</p>
<p><b>Asset Management Best Value Review (Minute 59(4)/02)</b></p> <p><b>Resolved</b></p> <p>That further consideration be given to the position of Corporate Property Officer following the letting of the Leisure Contract and submission of the Single Capital Pot Round Two bid. <b>(CD(LP&amp;A))</b></p>	<p>Report to be made to Finance &amp; Procedures O&amp;S Committee in next cycle</p>
<p><b>From Policy and Finance Committee</b></p>	
<p><b>Outstanding Issues (Minute 151/02)</b> <b>Market Car Park – RODS Survey Store</b></p> <p><b>Resolved</b></p> <p>That, subject to consideration by the Finance and Procedures Overview &amp; Scrutiny Committee, RODS be given a timeframe of three months to submit a planning application to the Authority in respect of the Lubbards Farm site and a further three months from the date of receiving planning approval to vacate the Scenery Store in the market Car Park, Rayleigh. <b>(CD(F&amp;ES))</b></p>	<p>Planning application received. RODS vacated scenery store 27 October 2002. Costings obtained for removal of building and reinstatement of car park. Awaiting dates from Seven and Kent Water for disconnection of mains power and water.</p>

Item	Progress
<p><b>Village Shop Rate Relief For Business In Rural Areas (Minute 237/02)</b></p> <p><b>Resolved</b></p> <p>(1) That 50% Discretionary Rural Rate Relief be granted to the Thymes Nursery, The Cottages Guest House, Davesave Stores with effect from 1 April 2001.</p> <p>(2) That it be noted that 50% Mandatory Rural Rate Relief has been granted to Davesave Stores with effect from 1 April 2001.</p> <p>(3) That the application from Kaz Studio be refused as detailed in this report. <b>(HRHM)</b></p>	<p>Implemented</p> <p>Implemented</p> <p>Implemented</p>
<p><b>Consultation Arrangements Relating to the ACAS Pay Proposal (Minute 410/02)</b></p> <p><b>Resolved</b></p> <p>(1) That the Local Government Employers in the Eastern Region be advised that, in response to the consultation exercise being carried out seeking employers' opinions, this Council rejects the ACAS proposals for the reasons set out in the report of the Chief Executive.</p> <p>(2) That the Chief Executive write to the Deputy Prime Minister expressing this Council's grave concern at the potential effect of this settlement combined with the increase in National Insurance contributions on the Co9uncil's budget for 2003/4, with copies to the two local Members of Parliament and the Local Government Association.</p> <p>(3) That Officers examine and report back on possible options to the Authority remaining tied into the national scheme in terms of staff pay and conditions. <b>(CE)</b></p>	<p>Implemented</p> <p>Implemented</p> <p>Report going to Finance &amp; Procedures on 12 December 2002</p>

Item	Progress
<p><b>Council Buildings – Access for the disabled (Minute 411/02)</b></p> <p><b>Resolved</b></p> <p>(1) That the outcome of the Disability Discrimination Act Audit and the extent of the works now required to meet the obligations of this Act be acknowledged.</p> <p>(2) That the proposed programme of works involving concentration on the detailed design of the main public reception areas in the first instance to enable implementation from 2002/03, be agreed.</p> <p>(3) That further reports be produced for associated works to the Council's changing pavilions in 2003/04. <b>(CD(F&amp;ES))</b></p>	<p>Acknowledged</p> <p>Agreed</p> <p>Detailed reports including costings to be produced at the appropriate times.</p>
<p><b>National Non Domestic Rating – Application For Discretionary Rate Relief (Minute 413/02)</b></p> <p><b>Resolved</b></p> <p>That 20% Discretionary “Top-up” Rate Relief be granted to the Foulness Island Village Hall Management Committee with effect from 16 May 2002 until further notice. <b>(HRHM)</b></p>	<p>Implemented</p>

Item	Progress
<p><b>Consultation Response – Local Government Finance (Minute 414/02)</b></p> <p><b>Resolved</b></p> <p>(1) That this Council's response to the Consultation document be on the basis Of the Officer views set out in the report of the Corporate Director (Finance &amp; External Services).</p> <p>(2) That a copy of the response be forwarded to the two local Members of Parliament, asking that they co-ordinate their response in the manner agreed at the TACFIG meeting held on 10 September 2002. <b>(CD(F&amp;ES))</b></p>	<p>Response sent to Office of Deputy Prime Minister, 18 September. Copied to 2 MP's.</p>
<p><b>Best Value And Performance Improvement – A Consultation Paper (Minute 415/02)</b></p> <p><b>Resolved</b></p> <p>That, subject to the inclusion of reference to this Council's concern at being unable to reconcile the statutory mechanisms/procedural frameworks associated with its role as a Planning Authority with the need to be responsive to the needs of citizens, the Officer comments already submitted on a provisional basis to the Office of the Deputy Prime Minister, be agreed. <b>(CE)</b></p>	<p>Comments submitted.</p>
<p><b>Investor In People Standards (Minute 417/02)</b></p> <p><b>Resolved</b></p> <p>(1) That the commitment to achieve the Investor in People Standard by 2003/04 be endorsed.</p> <p>(2) That it be noted that the costs of the 3 yearly re-assessment are to be met from the Corporate Training Budget. <b>(CD(LPA))</b></p>	<p>Actioned</p>

Item	Progress
<p><b>Civic Car Replacement (Minute 418/02)</b></p> <p><b>Resolved</b></p> <p>That the Civic Car be replaced with a Rover 75 on the basis set out in the report of the Corporate Director (Finance &amp; External Services). <b>(CD(F&amp;ES))</b></p>	<p>Order placed, awaiting delivery.</p>
<p><b>Village Shop Rate Relief For Businesses In Rural Areas (Minute 419/02)</b></p> <p><b>Resolved</b></p> <p>(1) That 75% Discretionary Rural Rate Relief be granted with effect from 1 April 2000 until 24 July 2002 to the first applicant set out in the exempt report of the Head of Revenue and Housing Management.</p> <p>(2) That 50% Discretionary Rural Rate Relief be granted with effect from 1 April 2002 until further notice to the second applicant set out in the exempt report of the Head of Revenue and Housing Management. <b>(HRHM)</b></p>	<p>Implemented</p> <p>Implemented</p>
<p><b>Early Retirement (Minute 421/02)</b></p> <p><b>Resolved</b></p> <p>(1) That no further work be carried out in respect of the options set out in Section 3 of the exempt report of the Corporate Director (Finance &amp; External Services).</p> <p>(2) That the principle that cases will be considered where pay-back of financial Strain can be achieved within 5 years be agreed.</p> <p>(3) That the principle that cases will be considered where the benefits to the organisation are assessed as outweighing the costs, be agreed. <b>(CD(F&amp;ES))</b></p>	<p>} } } } No further action. Cases to be dealt with on merit. } } }</p>

Item	Progress
<p><b>Recommendations from Taxi Licensing Sub-Committee (Minute 422/02)</b></p> <p><b>Resolved</b></p> <p>(1) That the transportation functions comprising Taxi Vehicle and Driver Licensing, Car Parking Administration, Community Transport and Decriminalised Parking Enforcement be brought together in one service delivery team.</p> <p>(2) That the organisational structure of the Team, as set out at Appendix 2 of the exempt report of the Head of Revenue and Housing Management, be agreed.</p> <p>(3) That the post gradings be as set out at Appendix 4 of the exempt report of the Head of Revenue and Housing Management <b>(HRHM)</b></p>	<p>Restructuring proposals in place and appointments being sought to key posts. Report to Policy and Finance Committee of 5 December 2002 on the integration of Decriminalised Parking Enforcement.</p>
<p><b>Frail Elderly Housing (Minute 472/02)</b></p> <p><b>Resolved</b></p> <p>That additional funding of £10,000 be provided in order that the Consultants carry out the following work:-</p> <p>(1) Map the supply of specialist accommodation against needs at a local level.</p> <p>(2) Establish the voids and lettings of Registered Social Landlords with Sheltered Housing in the District along with their own plans for tackling difficult to let stock and re-modelling services for older people or developing different or additional provision.</p> <p>(3) Undertaken option appraisal of the Council's Sheltered Schemes. <b>(HHHCC)</b></p>	<p>Work in progress. Report to be available by mid January 2003</p>

Item	Progress
<p><b>Capital Programme Update (Minute 472/02)</b></p> <p><b>Resolved</b></p> <p>(1) That the revised Capital Programme be agreed.</p> <p>(2) That £100,000 be allocated to Local Authority Social Housing Grants and £67,000 to Private Sector Renewal Grants. <b>(HFS)</b></p>	<p>Actioned in the revised Capital Programme</p>
<p><b>Closure of Account &amp; Revenue Account (Minute 472/02)</b></p> <p><b>Resolved</b></p> <p>That the budget amendments identified in the report be agreed. <b>(HFS)</b></p>	<p>All items actioned</p>
<p><b>Housing Benefit Performance Framework – Adoption of Vision Statement, Policy Objectives and Service Improvement Plan (Minute 475/02)</b></p> <p><b>Resolved</b></p> <p>(1) That the Vision Statement and Policy Objectives for delivering the HBPF be adopted.</p> <p>(2) That the Service Improvement Plan be adopted and reviewed annually by this Committee, along with any resource issues arising so that these can be considered as part of the budget making process.</p> <p>(3) That subject to Government support being received, appropriate resources be devoted to ensuring the plan remains on target.</p> <p>(4) That the Head of Revenue and Housing Management bids for Government finance to advance the plan.</p>	<p>Now in place as a reference document for Housing Benefit team members. Public copy available on request. Copies made available to CAB and other similar voluntary organisations.</p> <p>First Review due November 2003</p> <p>Incorporated in 2003/4 budget process.</p> <p>Bid submitted. Results of bidding round expected 21 December 2002.</p>

Item	Progress
(5) That an annual customer survey be undertaken to ensure the plan is delivering customer demands. <b>(HRHM)</b>	First survey due Summer 2003. Incorporated in Benefit team work plan
<p><b>Tenant Participation Officer (Minute 477/02)</b></p> <p><b>Resolved</b></p> <p>That a part-time specialist Tenant Liaison Officer be appointed for 25 hours per week, on a fixed term contract of three years on a pro-rata salary on scale 2/4 and this to be met fully by the Housing Revenue Account. <b>(HRHM)</b></p>	Advertisement out in local press.
<p><b>Local Democracy Week (Minute 482/02)</b></p> <p><b>Resolved</b></p> <p>That the motion be supported as outlined and that the Chief Executive write to the two local Members of Parliament accordingly. <b>(CE)</b></p>	Implemented
<p><b>Local Service Agreements – Progress Report (Minute 483/02)</b></p> <p><b>Resolved</b></p> <p>That the areas outlined in this report plus the areas of premises/assets and IT be submitted to the County Council as the basis of this District's submission under the Local Service Agreement Initiative. <b>(CE)</b></p>	Implemented.

Item	Progress
<b>From Full Council</b>	
<p><b>Essex &amp; Southend Waste Local Plan – Proposed Modifications (Minute 177/01)</b></p> <p><b>Resolved</b></p> <p>That if Southend Borough Council refuse to name any waste management sites within its District this Council should seek legal advice as to whether Southend Borough Council should be removed from the Essex Waste Advisory Committee for failing to meet the “working together” agreement. <b>(HPS/CD(F&amp;ES))</b></p>	<p>Legal advice being sought.</p>
<p><b>Playspaces Rolling Programme 2001/02 (Minute 274/01)</b></p> <p><b>Resolved</b></p> <p>That consideration be given to how vandalism problems experienced at the Pooles Lane Recreation Ground, Hullbridge could be addressed. <b>(CD(F&amp;ES))</b></p>	<p>Issues related to noise nuisance affecting caravan park. Costs of fencing boundary of caravan park and car park to be identified.</p>
<p><b>Play Space Rolling Programme 2001/2002 Consultation Responses (Minute 380(vi)/01)</b></p> <p><b>Resolved</b></p> <p>That officers proceed in working with Canewdon Parish Council to establish the skateboard facility and seek planning permission as appropriate. <b>(CD(F&amp;ES))</b></p>	<p>Seeding to be carried out when weather suitable.</p>
<p><b>Housing Corporation Funding Bids (Minute 441/01)</b></p> <p><b>Resolved</b></p> <p>(1) That the bids identified in the Appendix to the report be supported.</p> <p>(2) That 30,000 of the approved capital programme allocation be used to support private sector renewal grants and £120,000 be provided as Local Authority Social Housing Grant to Swan Housing Association to purchase</p>	<p>No Housing Corporation funding was allocated to scheme bids for this District last year. The bids have been strengthened and re-submitted for funding. Announcements are likely January/February 2003. The allocation will allow the purchase of two properties for</p>

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and repair properties for rent. <b>(HHHCC)</b>	rent by Swan Housing Association. The purchase of two properties is progressing with completion expected mid December.
<p><b>Hardwick House (Minute 442/01)</b></p> <p><b>Resolved</b></p> <p>That the Housing Corporation bid submitted by Swan Housing Association be supported, with a further report to Council should full funding for the scheme not be granted. <b>(HHHCC)</b></p>	No Housing Corporation funding was agreed last year. A revised and strengthened bid has been made to the Housing Corporation following detailed discussions with them. An announcement is expected January/February 2003.
<p><b>Notices of Motion Received Pursuant to Standing Order 9 (Minute 466/01)</b>  <b>From Cllr Mrs M S Vince, R A Amner and D A Weir</b></p> <p><b>Resolved</b></p> <p>That Officers of this Council investigate for the public and community benefit the possible use of the vacant shops in Rochford Garden Way and that a report is presented as soon as feasible to the appropriate Committee. <b>(HHHCC)</b></p>	Scheme prepared for implementation in 2003/04..
<p><b>Estimate for new Footpath and Land Drainage – Sweyne Park (Min 376/02)</b></p> <p><b>Resolved</b></p> <p>(1) That the following paths' lengths be constructed;-</p> <p>Path A            110 metres  Path B            400 metres  Path C            240 metres  Path D            110 + 160 metres</p> <p>(2) That the land drainage at the Clover Leaf play space be undertaken.</p>	<p>Construction commenced.</p> <p>Almost complete.</p>

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<p>(3) That additional interest tables and additional wild flower planting should takeplace around the area with improved signage being provided at footpath. A explaining the reasons why the area was not regularly mown. <b>(CD(F&amp;ES))</b></p>	<p>Wild flowers will be seeded as soon as paths completed and dependent upon weather. Signage to be completed in the spring.</p>
<p><b>Memorial to Former Councillor Mrs S J Lemon (Min 376/02)</b></p> <p><b>Resolved</b></p> <p>That a tree be planted in memory of former Councillor Mrs S J Lemon either in Sweyne Park or in close proximity to the Mill Hall and the Windmill as a permanent memorial. <b>(CEX)</b></p>	<p>Suitable date, time and site being arranged.</p>
<p><b>Sheltered Housing Scheme Management (Min 376/02)</b></p> <p><b>Resolved</b></p> <p>(1) That interim management arrangements be considered for sheltered housing for a twelve month trial period based in wardens working a 37 hour week and supervising paired schemes.</p> <p>(2) That out of hours calls be referred to a call centre.</p> <p>(3) That Hardwick House be included within these arrangements until the outcome of the bidding process with the Housing Corporation is known.</p> <p>(4) That Francis Walk be managed as a Sheltered Housing Scheme and be Included within the scheme but that the District Council's intentions be made clear to current tenants in that the stock would no longer be managed as a Sheltered Housing Scheme but that it would be retained for tenants of a pensionable age. <b>(HRHM)</b></p>	<p>In consultation period with staff</p> <p>Negotiations opened with existing contractor for contract extension to provide call centre services.</p> <p>Hardwick House currently included</p> <p>No action taken on this point as move away from management as Sheltered Housing not expected until end of Trial Period (January 2004).</p>

Item	Progress
<p><b>Parish Partnership Fund (Min 376/02)</b></p> <p><b>Resolved</b></p> <p>That the remainder of the £20,000 allocation for 2001/2002 and the allocation for 2002/2003 and 2003/2004 be returned to the Capital Programme for reconsideration as part of the 2003/2004 Budget debate. <b>(CEx)</b></p>	<p>Implemented</p>
<p><b>IS/ICT and E-Government Strategies (Min 376/02)</b></p> <p><b>Resolved</b></p> <p>(1) That the proposals in the report be agreed as the basis of the Council's IS/ICT and e-government implementation plans for 2002/03.</p> <p>(2) That a further report on options for electronic communication by Members be submitted to the Finance and Procedures Overview and Scrutiny Committee in the next cycle of meetings.</p> <p>(3) That the differential pricing proposed for land charge searches received via the National Land Information Service system be approved.</p> <p>(4) That the proposals in the report be approved as the basis for the submission Of the Council's Implementing Electronic Government 2 Statement. <b>(HAMS)</b></p>	<p>The schemes are being implemented as set out in the report and the IEG2 Statement.</p> <p>This report is scheduled for the next cycle of meetings.</p> <p>The differential pricing has been implemented.</p> <p>Council approved the IEG2 Statement on 29 October 2002 for submission to the Office of Deputy Prime Minister.</p>
<p><b>Single Capital Pot – Capital Strategy and Asset Management Plan (Min 376/02)</b></p> <p><b>Resolved</b></p> <p>That the Capital Strategy and Asset Management Plan 2002 be approved and submitted for inclusion in the Single Capital Pot – Round 2. <b>(CD(LPA))</b></p>	<p>Implemented</p>

Item	Progress
<p><b>Leisure Contract (Minute 383/02)</b></p> <p><b>Resolved</b></p> <p>That, subject to adjusting Special Condition 22.1 so that the words 'at the earliest opportunity' are replaced with 'before the end of 2005', the Form of Agreement set out at Appendix A to the report (a copy of which is attached to the signed copy of these Minutes), incorporating the provisions detailed in the report and such other terms as may be considered necessary by the Head of Legal Service for the purposes of finalising the formal contract between Rochford District Council and Holmes Place Leisure Management for the management of its leisure facilities, be approved. <b>(CD(F&amp;ES))</b></p>	<p>Implemented</p>
<p><b>Announcement from the Head of Paid Service (Minute 521/02)</b></p> <p><b>Resolved</b></p> <p>(1) That Rochford District Council makes representations to the Government to strengthen the law to provide redress for the damage, distress, fly tipping and general vandalism that occurs when sites are occupied by certain sections of the travelling community.</p> <p>(2) That the Government be requested to seek to introduce legislation, as a matter of priority, to permit landowners repossession of their land with the minimum of expense and delay when occupied by residential trespassers. <b>(HHHCC)</b></p>	<p>Implemented</p>
<p><b>IEG 2002 Statement (Minute 522/02)</b></p> <p><b>Resolved</b></p> <p>That the IEG Statement be approved for submission to the office of the Deputy Prime Minister <b>(CD(LPA))</b></p>	<p>The IEG Statement has been submitted to the office of the Deputy Prime Minister</p>

Item	Progress
<p><b>Thames Gateway – South Essex Strategic Framework (Minute 524/02)</b></p> <p><b>Resolved</b></p> <p>That progress made to date on the development of a Strategic Framework document for the Thames Gateway, South Essex area, be noted, and that the above observations be taken into account at the next Gateway Board Meeting when a draft framework document would be discussed. <b>(CE)</b></p>	<p>Noted and actioned. Ongoing.</p>
<p><b>Standards Committee Membership (Minute 525/02)</b></p> <p><b>Resolved</b></p> <p>(1) That membership of the Standards Committee comprise:-</p> <p>Five Members of the Council One Parish Councillor who is not a District Councillor Three Independent Members.</p> <p>(2) That the Council record it thanks to Mr Owen Richards for his voluntary service as an Independent member. <b>(CD(LP&amp;A))</b></p>	<p>Implemented</p>