

Progress on Decisions made by Full Council/The Executive

From Full Council

Item	Progress/Officer Comments		
Whole Essex Community Budget (Minute 223/12)	Red	Amber	Green
Resolved	<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 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.</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. (CE)</p>	<p>Work now progressing on the implementation phase of many of the themes highlighted. However, work on a potential Deal for Growth for Essex is awaiting feedback from Central Government and thus has not made much progress.</p>		

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Item	Progress/Officer Comments		
Consultation on Draft Statement of Licensing Policy – Gambling Act 2005 (Minute 274(1)/12) Resolved (1) That a ‘no casino’ resolution be passed and that this be inserted into the Statement of Licensing Policy – Gambling Act 2005. (2) That the amended Statement of Licensing Policy – Gambling Act 2005 be approved and adopted to be applied in exercising functions under the Gambling Act 2005 for the three-year period commencing on 3 January 2013. (HES)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
London Southend Airport and Environs Joint Area Action Plan – Pre-Submission Plan (Minute 274(2)/12) Resolved (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.	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Pre-submission consultation completed and plan now being prepared for submission by the end of June 2013.		

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(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. (HPT)			
Localised Council Tax Support Scheme (Minute 276/12)	Red	Amber	Green
Resolved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) That the Local Council Tax Support Scheme be approved to come into effect from 1 April 2013, as detailed in the Section 13A policy.	Implemented.		
(2) That the exceptional hardship policy, set out in appendix A, be agreed.			
(3) That the provision of £100,000 in the 2013/14 Budget be agreed to cover the financial risks associated with the LCTS. (HCS)			
Setting the Council Tax Base 2013/14 (Minute 277/12)	Red	Amber	Green
Resolved	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) That the method of calculation of the Tax Base for 2013/14 be noted.	Implemented.		
(2) That, pursuant to this report, and in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by Rochford District Council as its Council Tax Base for the year 2013/14 shall be as set out in the appendix to the report.	Implemented.		

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(3) That determination of the Council Tax Base figure be delegated to the Head of Finance and the Council's Constitution be amended accordingly. (HF)	In hand.		
Revised Budgetary Estimates for 2012/13 (Minute 278/12) Resolved (1) That the revised estimates for 2012/13, as set out in the appendix to the report, be agreed. (2) That the 2013/14 budget for grants to voluntary organisations be set at £90,000 revenue, £15,000 capital and £3,500 carry forward from this year. (HF)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
Diversion of Footpath 36 at London Southend Airport (Minute 279/12) Resolved That, subject to London Southend Airport Limited agreeing to undertake and bear the cost of all necessary accommodation works, together with the Council's costs in making the order:- (1) An Order be made under Section 119 of the Highways Act 1980, diverting footpath no. 36 in the Parish of Rochford, as shown on plan no. PROW-12-013, attached to the report, on the grounds that it is expedient to do so in the interests of the owner and occupiers of the land concerned. (2) That in the event of there being no objections outstanding upon the expiry of the notice period or such longer period that may be afforded to resolve any objections received, the Order be confirmed by the Council; or	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	A number of objections have been received to the Order which, if remain unresolved, will require referral to the Secretary of State for determination.		

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(3) In the event that there are objections to the Order outstanding at the expiry of the notice period or such longer period that may be afforded to resolve any objections received, the Head of Legal, Estates and Member Services be authorised to determine whether to submit the Order to the Secretary of State for confirmation. (HLEMS)			
Medium Term Financial Strategy 2013/14 – 2017/18 (Minute 11/13) Resolved	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) That the medium term financial strategy for 2013/14 to 2017/18 including the proposals contained within this report, be agreed, with the following key budgetary changes for 2013/14:- a) Reduce the draft budget for the cost of the grounds maintenance contract by £117,000. b) Increase the budget for bulky waste income by £4,000. c) Increase the budget for sales of logs/kindling by £5,000. d) Increase in the salary budget for economic development of £32,300.	Implemented. Delivery of budget savings and priorities will be reported on a regular basis to the Executive. Detailed report submitted to the April Executive, savings are on target. New fees introduced on 1 April. On target to achieve increased income. Implemented.		
(2) That the core estimates for 2013/14, as shown in the attached draft budget book, be agreed.	Implemented.		
(3) That the 2013/14 Council Tax for Rochford District Council, at £205.11 for a Band D property, be agreed.	Implemented.		
(4) That the schedule of fees and charges for 2013/14 be agreed.	Implemented.		

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(5) That the capital programme, as detailed in the report, be agreed.	Implemented.
(6) That the use of earmarked reserves, as detailed in the report, be agreed.	Implemented.
(7) That the Non Domestic Rates Return, which must be submitted to the Department of Communities and Local Government by 31 January 2013, be agreed.	Implemented.
(8) That from 2014/15 the Head of Finance be delegated to set the amount of LCTS grant to be allocated to individual Parish/Town Councils on the basis of the principles agreed by Council.	Implemented.
(9) That with effect from 1 April 2013 properties under Section 11A of the Local Government Finance Act 1992 that fall within Class B of the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 classified as unoccupied and furnished (Second Homes) receive a Council Tax discount of 10%.	Implemented.
(10) That with effect from 1 April 2013 properties in need of major repair, as defined under Section 11A (4A) of the Local Government Finance Act 1992 that fall within Class D of the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003, receive a Council Tax discount of 100% for twelve months.	Implemented.
(11) That with effect from 1 April 2013 properties which are unoccupied and substantially unfurnished, as defined under Section 11A (4A) of the Local Government Finance Act 1992 that fall within Class C of the Council Tax (Prescribed Dwellings) (England) Regulations 2003, receive a Council Tax discount of 100% for a period of six months, after which a discount of 50% will apply for a further six months.	Implemented.

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(12)	That with effect from 1 April 2013 properties which are long-term empty dwellings for over a period of two years, under Section 11B of the Local Government Finance Act 1992 will not be charged a Council Tax premium.	Implemented.		
(13)	That the level of Council Tax discounts and exemptions be reviewed during 2013/14.	This is currently being reviewed and a scheme for 2014/15 will be reported to the Executive in July.		
(14)	That the pay policy statement for 2013/14 be adopted with, as required by the Localism Act 2011, submission of the 2014/15 being made to Full Council for approval by 31 March 2014, subject to any necessary amendments being approved by Full Council during the year. (HF)	Implemented – the Pay Policy Statement has been published on the Council's website in line with the Government's requirements.		
Setting the Council Tax for 2013/14 (Minute 30/13) Resolved		Red	Amber	Green
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1)	That the Council Tax requirement for the Council's own purposes for 2013/14 (excluding Parish and Town precepts) be £5,869,664.	Completed.		
(2)	That the total for gross expenditure of the District, together with the Parish and Town precepts, be £33,886,550.	Completed.		
(3)	That the total of income for the District Council be £26,896,641.	Completed.		
(4)	That the Council Tax requirement of the District Council, together with the Parish and Town Councils, be £6,989,909.	Completed.		
(5)	That the basic amount of Council Tax (including Parish and Town precepts) be £244.26 for the year. This being the Council Tax requirement £6,989,909 divided by the Council Tax base 28,617.06.	Completed.		

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(6) That the total of sums payable into the General Fund in respect of re-distributed business rates and Government grant, together with Council Tax Support Funding and adjustments from the collection fund, be £4,211,329.	Completed.
(7) That the total of Parish and Town precepts included within the above is £1,120,245.	Completed.
(8) That the basic rate of Council Tax relating to the District Council without Parish and Town precepts is £205.11, which is a 1.969% increase.	Completed.
(9) That the total tax for both District and Parishes be as set out in the schedule, which is included as appendix B. These sums are calculated as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which one or more special items related.	Completed.
(10) That the sums given above for Band D, but now shown in the particular valuation bands A-H be as set out in the schedule shown as appendix C.	Completed.
(11) That the precepts issued to the Council in respect of Essex County Council, Essex County Fire & Rescue Service Authority and Essex Police Authority for each valuation band A-H, be as set out in the schedule as shown, as appendix D.	Completed.
(12) That the total Council Tax for the area for each valuation band A-H be as set out in appendix E. These are the amounts set as Council Tax for the year 2013/14. (HF)	Completed.

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From The Executive

Item	Progress/Officer Comments		
Shared Service Working (Minute 171/10) Resolved (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. (HCS)	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.		
Proposal to Dispose of Rochford Police Station (Minute 26/12) Resolved 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. (HCS)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Council's comments conveyed to Essex Police who have still to make a decision regarding how and when the site is to be disposed of. 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.		

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Town Centre Plans – Hockley, Rochford and Rayleigh Area Action Plans (Minute 47/12) Resolved 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. (HPT)	Red	Amber	Green
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>The expected adoption date for the Hockley AAP is October 2013 following submission on the 19 April 2013.</p> <p>The adoption date for the Rochford AAP is March 2014.</p> <p>The adoption date for the Rayleigh AAP is now June 2014 to allow for additional community consultation.</p>		
Open Spaces Refurbishment Programme 2012/13 (Minute 125/12) Resolved 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. (HES)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<p>Draft proposals for the BMX track were considered by the Cherry Orchard Member Advisory Group in September and will be discussed further with the Portfolio Holder in due course. The external funding application for the skateboard park in Canewdon is unlikely to proceed, an update will be provided to the Executive in June.</p>		

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Play Spaces Refurbishment Programme 2012/13 (Minute 127/12) Resolved 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. (HES)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
Pet Memorial Area, Cherry Orchard Country Park (Minute 128/12) Resolved 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. (HES)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Works are currently in progress to erect fencing and prepare the ground.		
Progress Update on the New Grounds Maintenance Contract (Minute 130/12) Resolved (1) That the Council undertake its own restrictive tender process. (2) That alternative arrangements be made for delivery of the matters identified in paragraph 2.5 of the exempt report.	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented. Implemented.		

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(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.	New staff transferred with effect from 1 April 2013.		
(4) That officers further research the matters identified in paragraph 2.7 of the exempt report in order to reduce revenue costs. (HES)			
Localising Council Tax Support (Minute 143/12) Resolved 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. (HCS)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
Weekly Collection Support (Minute 144/12) Resolved 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. (HES)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
Air Quality Management In Rayleigh Town Centre (Minute 145/12) Resolved 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. (HES)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

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Item	Progress/Officer Comments		
Transfer of Business Rates Administration Back to Rochford District Council (Minute 187/12) Resolved 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. (HCS)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The administration of the NNDR has now been transferred back to the Council from Chelmsford.		
Secondary Glazing and Replacement Double Glazing (Minute 190/12) Resolved (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. (HLEMS)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented. The additional allocation has been included in the 2013/14 Capital Programme.		
Business Rates and Overpaid Housing Benefit Write-Offs (Minute 214/12) Resolved (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	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

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(2) That the outstanding housing benefit overpayments deemed to be unrecoverable, as detailed in section 3.3 of the exempt report, be written off.	Implemented.		
(3) That, in relation to housing benefit overpayments, the following activity be undertaken:- <ul style="list-style-type: none">Investigation as to whether it would be possible to pursue the seizure of, or the introduction of a charge against, assets through the courts.	Implemented.		
<ul style="list-style-type: none">Appropriate publicity being given to action taken by the Council in relation to cases. (HCS)	Implemented.		
<ul style="list-style-type: none">Raising the profile of arrears in general and the likelihood of collecting debts in the end of year account documentation. (HF)	Accounts are currently being prepared and the results will be reported to July's Executive.		
Community Right to Challenge (Minute 233/12)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolved			
(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.	Implemented.		
(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			

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Item	Progress/Officer Comments		
on behalf of the Authority. (HLEMS)			
2013 Review of Parliamentary Constituencies (Minute 257/12)	Red	Amber	Green
Resolved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
That a response to the 2013 Review of Parliamentary Constituencies be sent, as follows:- a) That the revised proposals for the constituencies of Rayleigh and Wickford and Rochford and Southend East are noted. b) That it is recommended that the name of the Rochford and Southend East constituency should remain, and should not be altered to Southend East and Rochford, as proposed. (HICS)	Implemented.		
Local Council Tax Support Scheme – Transitional Funding Grant (Minute 258/12)	Red	Amber	Green
Resolved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
That the Department for Communities and Local Government (DCLG) transitional funding be declined, which is being offered in return for the Council agreeing to a local Council Tax support scheme (LCTSS) that meets the ‘best practice criteria’ set out by the Government. (HCS)	Implemented.		

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Community Right to Bid (Minute 259/12) Resolved (1) That the procedures, as outlined in the report, be approved to ensure the Council complies with the statutory obligations placed on it in relation to the Community Right to Bid, including the authority to determine appeals and claims for compensation, subject to including a stage in the appeals process before referral to the Appeals Committee, to give applicants the opportunity to have an appeal determined by a Council officer not involved in the decision-making process and amending appendix 2 to the officer's report to reflect this. (2) That information be included in the Members' Bulletin on any buildings or other land included in the list of assets of community value. (HLEMS)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
Asset Review 2012 (Minute 261/12) Resolved (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	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	In hand.		

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(2) That options for site 7 be considered as part of the Rochford 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. (HLEMS)			
City Deal Initiative – Expression of Interest by Southend Borough Council (Minute 7/13) Resolved That the Expression of Interest to Government, to be submitted by Southend Borough Council, be supported. (CE)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
Revenues and Benefits Capita Telephone Calls Contract (Minute 8/13) Resolved That Capita LGS be awarded a further 12-month contract from 1 April 2013 for taking the Council's Revenues and Benefits telephone calls. (HCS)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
Progress on the New Grounds Maintenance Contract (Minute 9/13) Resolved (1) That the grounds maintenance contract be let on a lowest price basis.	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

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(2) That a separate report be brought to the Executive outlining whether there is a business case for bringing the cemeteries service in-house at the termination of the existing contract.	Reported to the February Executive.
(3) That further interim arrangements be put in place for the remaining grounds maintenance services until autumn/winter 2013.	Implemented.
(4) That the grounds maintenance contractor shall provide a performance bond.	To be included in the specification.
(5) That a separate report be brought to the Executive on future provision for football pitches and pavilions. (HES)	Report on the agenda for this meeting.

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Item	Progress/Officer Comments		
Report of the Review Committee on how Voluntary and Community Groups Function in the District (Minute 22/13) Resolved (1) That the profile of Rochford District Council be updated annually and published on the Council's website to assist groups completing funding applications. (2) 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. (3) That the Council publicises the work of the Citizens Advice Bureau (CAB) to ensure that the public understands that while the Local Authority funds the work of the CAB, donations from the public are necessary. (4) That the Council lobbies Central Government to ensure that various departments such as DWP provide full advice to their clients, rather than letting the CAB offices around the country deal with the problems that occur because of the lack of clear guidance and assistance from these departments. (5) That the Council reviews the use of the accommodation provided in Rochford and Rayleigh with the CAB to ensure the best use of space. (CE/HLEMS) (6) That the Council appoints a Member representative to the Rayleigh and Rochford Association of Voluntary Services (RRAVS). (HLEMS)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Implemented. Mapping currently being developed. Implemented. Implemented. Review commences June 2013. Implemented.		

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Acacia House Disposal (Minute 28/13)	Red	Amber	Green
Resolved	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) That Acacia House be converted into residential apartments comprising 9 one and two bed flats for shorthold tenancies in the private rental market. (HLEMS)	Decision on application pending.		
(2) That a detailed planning application be submitted for a change of use and sufficient provision be made in the capital programme by the Head of Finance, in consultation with the Portfolio Holder for Finance and Resources, to implement the scheme. (HLEMS/HF)			
(3) That a trading company be established to facilitate the private rented scheme. (HLEMS)	Arrangements in hand		
Grounds Maintenance Operations at the Cemeteries (Minute 29/13)	Red	Amber	Green
Resolved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
That cemetery operations be delivered 'in house', subject to a review at the end of year one of operation. (HES)	Operations commenced on 1 April 2013.		

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Done = Completed projects “greyed out” in reports.

Progress on Decisions by Portfolio Holder for Overall Strategy and Policy Direction

Item	Progress/Officer Comments		
	Red	Amber	Green
Review of Essential and Casual Car User Allowances (10/11/11) Decision To proceed with a review of essential and casual car user allowances and begin full consultation with Unison. (CE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Consultation now finished. Comments being assessed. Aim is to implement revised scheme from October 2013.		
Additional Staff Resource – Revenues and Benefits (18/12/12) Decision Agreement made to the additional post of Collections Officer in the Revenues and Benefits section of Community Services for a fixed 12-month term being added to the Council's staffing establishment. (HCS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
Business Continuity Management Policy Statement and Strategy (11/01/13) Decision Agree with the officer recommendation that the reviewed Business Continuity Policy Statement and Strategy document be adopted. (CE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Revised documents now in place.		

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Progress on Decisions by Portfolio Holder for Council Tax Collection, Benefits and Strategic Housing Functions

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

Progress on Decisions by Portfolio Holder for Environment

Item	Progress/Officer Comments		
	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Footpath at Plumberow Mount (19/09/12) Decision 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. (HLEMS)	Implemented.		

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Item	Progress/Officer Comments		
Byelaws for Pleasure Grounds, Public Walks and Open Spaces (10/10/12) Decision That, officers commence a period of public consultation on byelaws for pleasure grounds, public walks and open spaces. (HES)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Public consultation completed. The Department for Communities and Local Government are being consulted and their written response is awaited. Essentially, they are happy with the byelaws in general but may want to amend the wording of the byelaw regarding commercial activities. Once we have their advice and have made the amendments we should be able to make the formal application to them.		
Grove Wood Car Park Improvements (19/12/12) Decision That the re-surfacing of the access road to Grove Wood Car Park and the installation of lighting can proceed. (HES)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Works completed.		

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Item	Progress/Officer Comments		
	Red	Amber	Green
Columbarium in the Cemeteries (29/01/13) Decision To pave the traffic island at Rayleigh Cemetery, construct a memorial wall and install a columbarium for the interment of cremated remains. To allow the spreading of cremated remains under the turf at Rayleigh Cemetery to be commemorated with memorial plaques on the memorial wall. To release up to £30,000 from the Rochford Cemetery capital to fund this development. (HLEMS)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Works Commenced.		

Progress on Decisions by Portfolio Holder for Finance and Resources

Item	Progress/Officer Comments		
	Red	Amber	Green
Terms of Lease to Rayleigh Grange Community Association for the Lease of the Rayleigh Grange Community Hall (14/02/11) Decision (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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

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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. (HLEMS)</p>			
<p>Grants To Voluntary Organisations 2012/13 (15/12/11)</p> <p>Decision</p> <p>To agree the recommendations made by the Member Grant Advisory Group which met on 14th December 2011 to allocate grant funding to local voluntary organisations. (HF)</p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<p>Lease of Playing Field and Car Park to Trustees of Hockley Community Centre (23/05/12)</p> <p>Decision</p> <p>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. (HLEMS)</p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

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Item	Progress/Officer Comments		
Rent Review for the Citizens' Advice Bureau (CAB) and Old People's Welfare Centre (OPWC), Back Lane, Rochford (12/12/12) Decision That the rent for the next three years be increased from the review date commencing 29 September 2012 as follows:- <ul style="list-style-type: none"> • Citizens' Advice Bureau (CAB) - £8,500 per annum. • Old People's Welfare Centre (OPWC) - £9,500 per annum. (HLEMS) 	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		
Grants to Voluntary Organisations 2013/14 (20/12/12) Decision To agree the recommendations made by the Member Grant Advisory Group which met on 20 December 2012 to allocate grant funding to local voluntary organisations. (CE)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	All grant decisions now implemented.		

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

Item	Progress/Officer Comments		
	Red	Amber	Green
Proposal to enhance quality and speed of Broadband (17/04/12) Decision 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. (HPT)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Continuing.		
Rayleigh Windmill Civil Ceremony Promotional Offer (14/08/12) Decision That the Leisure Team launch a promotional offer for civil ceremonies held at Rayleigh Windmill to coincide with the 100 th wedding to be held at the venue. (HCS)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Implemented.		

Progress on Decisions by Portfolio Holder for Planning and Transportation

Item	Progress/Officer Comments		
	Red	Amber	Green
Car Park Customer Survey 2012 (19/10/12) Decision That the report and survey results are noted and that a further car park survey is carried out in spring 2014. (HPT)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Continuing.		

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Item	Progress/Officer Comments		
Suspension of Parking Charges on Saturdays Before Christmas (18/10/12) Decision 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. (HPT)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
The Approach Car Park, Rayleigh – Adjustment To Daily Charge (05/02/13) Decision That the day charge for using The Approach car park, Rayleigh be reduced from £5 to £4 for a temporary period of 3 months commencing on 11 March 2013 (or as soon as possible thereafter, subject to the completion of a notice of variation to the car parking order), with a review after the second month to determine if the trial should continue or the change to the tariff be made permanent. (HPT)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Implemented and review of progress being prepared.		

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

Item	Progress/Officer Comments		
Members and ICT / Data Protection / Freedom of Information (25/08/12)	Red	Amber	Green
Decision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>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. (HICS)</p>	<p>Implementation was delayed as we needed to wait for the results of the Code of Connection (CoCo) IT security inspection (September 2012) to ensure that our solution was compliant. We have now heard from the Cabinet Office that, due to work levels and a processing backlog, our 2012 inspection will not be assessed and instead we now have to apply for the new 2013 CoCo assessment by September 2013. The Cabinet Office has stated that there will be a 'zero tolerance' approach to complying with this new inspection regime. It is intended that a report will be submitted on the implications to the Executive in July 2013.</p>		

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