

## PERFORMANCE REPORT ON KEY PROJECTS FOR THE PERIOD: APRIL TO JUNE 2010

### 1 OVERALL COMMENTARY ON PERFORMANCE AND RECOMMENDATION

- 1.1 This report to the Executive meeting of 21 July 2010 shows progress against the Key Policies and Actions for 2010/11 up to 30 June 2010.
- 1.2 Quarterly Performance Statistical Reports for each Division will be available on the Council intranet and website by the end of August 2010. They will be accessible via the A-Z of Services under “Q” for “Quarterly Performance Reports “ (The website address is [www.rochford.gov.uk](http://www.rochford.gov.uk))
- 1.3 An updated schedule of Progress on Decisions (POD) taken by Council, the Executive, and Portfolio Holders, is to follow.
- 1.4 Items within this report will be discussed at the Executive when required, as determined by the Portfolio Holder for Service Development/Improvement and Performance Management. Non Members of the Executive may raise items with either the Portfolio Holder for Service Development/Improvement and Performance Management or the relevant service Portfolio Holder.
- 1.5 It is proposed that The Executive **RESOLVES**
  - (1) To note the progress against key projects for the first quarter of 2010/11.
  - (2) To place on record any comments on projects for the first quarter of 2010/11.

Yvonne Woodward  
Head of Finance

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#### Background Papers:-

None

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

### Our Key Priorities

The Council provides a wide range of services, functions and facilities. Our key targets for the year are listed under our four objectives, but in terms of absolute priorities, the eleven listed below are seen as paramount for the year ahead:

- Continue to deliver efficiency savings
- Achieve the Excellence level of the Equality Standard for local government (formerly Level 5) by the end of 2010
- Achieve the Member Development Charter by the end of 2010
- Improving our council tax and benefits service
- Continue to improve service access and delivery for our community
- Continuing to develop and consolidate our partnership arrangements via the Local Strategic Partnership (LSP) and other partnerships such as the Crime and Disorder Reduction Partnership (CDRP) to develop and improve service provision to our communities, particularly around the ageing population
- Progressing the Joint Area Action Plan in partnership with Southend Borough Council, covering London Southend Airport and its environs.
- Progressing the Local Development Framework (LDF) Core Strategy through its enquiry stage
- Implementing the Action Plan that supports the Council's Climate Change and Sustainability Strategy – Climate CO<sub>2</sub>DE
- Progressing the three town centre studies for Hockley, Rochford and Rayleigh to detailed action plans for each centre.
- Implementing the Action Plan associated with the Council's new Economic Development Strategy, particularly those measures highlighted to combat recession and encourage regeneration.

**All projects that are related to any of the above priorities are highlighted in Bold throughout the report.**



## **Performance Report on key projects for the period: April to June 2010**

**Explanation of terms and conventions used in the report:**

- **Linkage to the Council's Corporate Objectives** – each of the reported activities is listed under one of the Council's Corporate Objectives and any linkage to other Corporate Objectives is also identified within the report tables:

**Corporate Objective 1** – Making a Difference to Our People

**Corporate Objective 2** – Making a Difference to Our Community

**Corporate Objective 3** – Making a Difference to Our Environment

**Corporate Objective 4** – Making a Difference to Our Local Economy

- **RAG Status Column – Red/Amber/Green Status** – each activity will be assigned a status of Red, Amber, or Green in accordance with the following rating system:

**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

- **Completed Projects** Project's completed in the latest reported quarter will be shown greyed out but will retain their appropriate Red, Amber or Green rating. Projects completed in previous quarters are greyed out but no longer show their Red, Amber or Green rating.

**NYA** – not yet available

**N/A** – not applicable

**TBA** – to be advised/agreed (according to context)

**Projects that define or enable Corporate Objectives**

Objective	Related Corporate Objective(s)	Start Date	Target Completion Date	Commentary	RAG Status
To update the Council's Corporate Plan for 2011/12 onwards – for consideration and approval by Council in April 2011.	All	TBA	April 2011	Work on this will start alongside the budget preparation process for 2011/12.	G

**Corporate Objective 1 – Making a Difference to Our People**

Objective	Related Corporate Objective(s)	Start Date	Target Completion Date	Commentary	RAG Status
<b>To deliver efficiency savings and to report proposals to the Executive in July 2010 and to report achievement in the 2010/11 accounts.</b>	-	April 2010	<b>December 2010</b>	A report is to be made to the Executive in July on plans for delivering target savings for 2010/11 and onwards	<b>G</b>
To deliver the Council's Strategic Improvement Plan for 2010/11 reporting to the Executive on a quarterly basis.	-	April 2010	<b>March 2011</b>	The Improvement Plan consists of 12 projects and work is progressing on each as shown in a separate report to the Executive of 21 July 2010.	<b>G</b>
<b>To achieve the Member Development Charter by December 2010.</b>	-	2009	<b>December 2010</b>	The 2010/11 Member Training and Development Plan is underway and a Policy statement and action plan approved by the Charter Implementation group	<b>G</b>
<b>To achieve the Excellence level of the Equality Framework for local government by March 2011.</b>	-	May 2009	<b>March 2011</b>	We achieved Level 4, "Moving towards excellence", in 2009. An action plan to achieve "Excellence" has been put together and is being progressed, including training for staff to undertake diversity impact assessments and is on target for completion in March 2011.	<b>G</b>
To prepare the Annual Report and Accounts for Member consideration and approval by July 2010 and published by September 2010.	-		<b>September 2010</b>	Under way and in line with timetable. Accounts were approved on 29 June 2010.	<b>G</b>
To review and update the Medium Term Financial Strategy (MTFS) including the Capital Strategy for Member consideration and approval.	-		<b>February 2011</b>	End date will be February 2011 when budget and MTFS are agreed. Work has started on updating assumptions in light of revised priorities.	<b>G</b>

**Corporate Objective 2 – Making a Difference to Our Community**

Objective	Other Corporate Objective(s)	Start Date	Target Completion Date	Commentary	RAG Status
To develop and consolidate partnerships (Local Strategic Partnership (LSP), Community Safety Partnership (CSP) and others) to develop and improve service provision, particularly around the ageing population.	-		March 2011	Revised governance LSP arrangements were introduced in 2009 and this work is reported into the Review and Audit Committees. Partnership activity will be impacted by the reductions in public sector expenditure and close liaison with partners is being maintained to mitigate effects. Research to inform the support needed for an ageing population is underway.	G
To continue to improve our Council Tax and Benefits Services and to explore the opportunities for joint working with other public agencies.	-		On Going	<ul style="list-style-type: none"> <li>Take Up strategy for Revenue and Benefits drafted</li> <li>Service Level Agreement with RHA for verifying benefit claims</li> <li>Business rate deferral scheme implemented</li> <li>Business rate revaluation implemented</li> <li>Shared services opportunities being explored and business cases have been produced. A Rochford and Castle Point Joint Member Project Board has been established to oversee further investigation.</li> </ul>	G
To improve service access and delivery for our community by examining proposals for an improved reception area at Rochford.	-		September 2010	Partner input being sought and costings being finalised prior to presentation to the Executive. Some slippage on original project deadline while details are finalised and checked.	A
To improve service access and delivery for our community by holding a series of 5 Public Sector information days with partner agencies.	-		March 2011	Two events been held so far (Hullbridge and Rochford) and both were well received. The next event will take place in Great Wakering on 25th August. A further two events are planned.	G

**Corporate Objective 3 – Making a Difference to Our Environment**

Objective	Other Corporate Objective(s)	Start Date	Target Completion Date	Commentary	RAG Status
<b>To progress the Local Development Framework (LDF) Core Strategy through its inquiry stage and to adoption by October 2010.</b>	-		<b>October 2010</b>	The Core Strategy public examination commenced in May 2010 but has been adjourned until 7 September 2010. The Planning Inspector's report is expected in October, though there is a possibility of delay pending promised planning legislation and guidance from the new Coalition Government.	<b>A</b>
<b>To implement the Council's Climate Change and Sustainability Strategy (Climate Co<sub>2</sub>de)</b>	-		<b>On Going</b>	Project on course under a Service Level Agreement with Essex County Council. This is providing resources to implement the Action Plan through to March 2011.	<b>G</b>
To improve the customer facilities and access arrangements for Cherry Orchard Country Park.	-		<b>February 2011</b>	An indicative programme of works for the next three years was agreed by the Executive on 9 December 2009 and approval has been given by the Portfolio Holder to provide a new children's adventure play facility complete with a car park and roadway providing temporary access from Cherry Orchard way, subject to planning approval	<b>G</b>
To continue to improve recycling rates by completing the roll out of the scheme to flats and mobiles home sites.	-		<b>March 2011</b>	Work in progress to reduce contamination within the available resources. The three bin system is now live for 620 flatted properties, representing 17.8% of the total flatted properties and mobile homes. 1,042 flats have been surveyed. The rollout for mobile homes sites has been delayed due to staff turnover and will not now start in September.	<b>R</b>



**Corporate Objective 3 – Making a Difference to Our Environment continued.**

Objective	Other Corporate Objective(s)	Start Date	Target Completion Date	Commentary	RAG Status
To implement the Public Open Spaces Refurbishment Programme.	-		March 2011	Portfolio Holder for Environment agreed to use the refurbishment programme to address unauthorised access resulting in vandalism at Hockley woods and to deal with flooding to a car park and children's play facility at Sweyne park, both projects are on line for completion by target date	G
To monitor and seek improvement in local air quality.	-		March 2011	Officers continue to monitor air quality across the district in accordance with DEFRA requirements.	G

**Corporate Objective 4 – Making a Difference to Our Local Economy**

Objective	Other Corporate Objective(s)	Start Date	Target Completion Date	Commentary	RAG Status
<b>To implement the Joint Area Action Plan (JAAP) in partnership with Southend Borough Council (SBC) covering Southend Airport and its environs.</b>	-		<b>April 2011</b>	It is anticipated the JAAP will be submitted in early January 2011, and be adopted by September 2011. However, consideration will need to be given to the implications of the promised legislation and guidance awaited from the new Coalition Government.	<b>A</b>
<b>To implement the Economic Development Strategy (EDS) and Action Plan to combat recession and encourage regeneration.</b>	-		<b>March 2011</b>	The Rochford Business Network has grown to 274 members who benefit from the support offered. The LSP has formed a Skills and Employment group to address the issues of declining skills and the need to generate more high value jobs in the district. The Shop at My Local project continues to grow, and 2 free training courses delivered in partnership with Anglia Ruskin University have been offered to local business. A full report on the progress with the strategy is available to Members.	<b>G</b>
<b>To undertake consultation and prepare action plans for Hockley, Rayleigh and Rochford town centres for submission by 2011/12 and adoption by 2012/13.</b>	-		<b>June 2012</b>	For Rayleigh and Rochford, consultation on issues and options completed. Responses being analysed in readiness for the preparation of the next versions of the plans to be published in Autumn 2010. For Hockley, a further round of consultation and community engagement is planned for Autumn 2010.	<b>G</b>

**Progress on Decisions made by the Executive/Full Council****From Full Council**

Item	Progress/Officer		
<b>Report of the Development Management Sub-Committee – 8 December 2009 Minute 47(1)/10)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) That the Development Control Committee be renamed the Development Committee.	Completed.		
(2) That the 'Code of Good Practice for Planning Matters', as set out at Appendix B of the Sub-Committee's report, be adopted, subject to it reflecting the term 'Development Committee' and to the words 'follow the matter up' in the final line of the fourth bullet point under Paragraph K (Lobbying of Councillors) being replaced with 'investigate'.	Completed.		
(3) That, in future, referral of any controversial delegated planning applications to the Development Committee be determined by the majority decision of the Chairman of the Development Committee, the Portfolio Holder for Planning and Transportation and the Chairman of the Council.	Completed.		
(4) That Members receive training on following the revised Code. <b>(HPT/HLEMS)</b>	To be arranged after the summer recess.		

**KEY**

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Done = Completed projects "greyed out" in reports.

Item	Progress/Officer		
<b>Royal Garden Party (Minute 50/10)</b>  <b>Resolved</b>  That Cllrs T E Goodwin and A J Humphries be nominated to attend one of the Royal Garden Parties to be held in June/July, accompanied by one guest each, using the Civic Car and driver. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Draft Corporate Plan 2010-2015 (Minute 121(2)/10)</b>  <b>Resolved</b>  That the revised Corporate Plan for 2010-2015 be adopted, subject to the inclusion of the points in paragraphs 2.4 and 2.5 of the report of the Executive. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Local Democracy, Economic Development and Construction Act 2009 – Petitions (Minute 121(3)/10)</b>  <b>Resolved</b>  (1) That the Petitions Scheme appended at pages 8.41 to 8.45 of the report of the Executive be adopted.  (2) That the Constitution be amended as outlined in paragraphs 4.2 to 4.4 on pages 8.38 and 8.39 of the report of the Executive.  (3) That the Scheme is reviewed by December 2010 <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Completed.		
	Completed.		
	In hand.		

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## From the Executive

Item	Progress/Officer		
<b>Revenues and Benefits Shared Service Working (Minute 224/09)</b>	Red	Amber	Green
<b>Resolved</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>(1) That business cases now be developed for the following options, as detailed in the exempt report:-</p> <ul style="list-style-type: none"> <li>• Counter Fraud Administration – Option 2</li> <li>• Bailiff Services – Option 1</li> <li>• Common Documentation and Forms for Customer Consumption</li> <li>• Shared Training Provision – Option 2</li> <li>• Joint Take Up and Promotion of Services.</li> </ul> <p>(2) That, on completion of the business cases, the decision on whether or not each of the options is then implemented be taken by the Portfolio Holder for Council Tax Collection, Benefits and Strategic Housing.</p> <p>(3) That an approach to the Regional Improvement and Efficiency Partnership on the possibility of accessing funding for shared service development be endorsed, particularly given its potential application to another area. <b>(HCS)</b></p>	<p>Following the completion of full detailed business cases, the Executive agreed on 23<sup>rd</sup> June to establish a Joint Member Project Board with Castle Point to oversee further research into the potential of a shared service. A report to be brought back in 6-9 months.</p> <p>Completed.</p> <p>A successful application for funding was made to the Regional Improvement and Efficiency Partnership with a grant received for the full cost of the business cases.</p> <p>Completed.</p>		

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Item		Progress/Officer		
<b>Cherry Orchard Country Park Advisory Group (Minute 324/09)</b>		Red	Amber	Green
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Agreed as part of the budget process.  <		

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Item		Progress/Officer
<b><u>2012/13</u></b>	<b><u>£000</u></b>	
Construction of wetland	35	Power lines to be removed shortly by EDF at their expense.
Burial of power lines	50	
Arboretum of fruit trees (year 3)	10	
(3) That the temporary Woodlands Assistant post created in 2009 be continued, funded from capital, for a period of three years whilst works to create the infrastructure at the Park continue. The establishment of a permanent post to be considered once the Government has announced public spending plans for 2011/12 onwards.		Implemented.
(4) That the earlier decision to take no action with regard to highway works and car park from Cherry Orchard Way is reaffirmed and that officers investigate opportunities to obtain a short term lease on land to the east of Cherry Orchard that could be used as a temporary car park.		The principal of the land in question is not prepared to release it. Planning consent will be sought to construct temporary highway access and car park within Cherry Orchard Country Park.
(5) That, in view of the proposal for a permissive route and bridleway, no further action is taken to restrict access for horses to New England Wood. <b>(HES)</b>		In discussion with riding community – seeking funding from Essex County Council.
<b>Car Park Extension – Rawreth Recreation Field and Bridle Path Extension – Clements Hall, Hawkwell (Minute 326/09)</b>		Red
<b>Resolved</b>		Amber
That the Rawreth recreation field car park extension be approved at a cost of £7,800 and that the Clements Hall bridle path extension be approved at a cost of £15,200. <b>(HLEMS)</b>		Green
		<div></div> <div></div> <div></div>
		These works have been completed within budget.

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Item	Progress/Officer		
<b>Organisational Review (Forward Plan Ref 05/09) (Minute 19/10)</b>  <b>Resolved</b>  That the proposals for changes to the Council's organisational structure, along with the timetable for implementation, as set out in the exempt report of the Chief Executive, be agreed. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Strategic Improvement Plan 2009/10 and 2010/11 (Minute 107/10)</b>  <b>Resolved</b>  (1) That the end of year position for the Strategic Improvement Plan 2009/10 be noted.  (2) That the Strategic Improvement Plan covering the next twelve months, as attached at Appendix 2 of the report, be adopted. <b>(HFAPM)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.  Completed – monitoring report to July's Executive.		
<b>Air Quality Management Area – Rawreth Industrial Estate (Minute 108/10)</b>  <b>Resolved</b>  (1) That an Air Quality Management Area (AQMA) for particulate matter be declared at Rawreth Industrial Estate in the location identified in red on the plan attached at Appendix 2 of the report. The Head of Environmental Services to be authorised to make the AQMA Order.  (2) That an Action Plan be developed by officers to identify and address the sources of particulate matter within the AQMA by 31 March 2011. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Air Quality Management Area Order made on 7 May 2010 and become effective 1 June 2010.		

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Item	Progress/Officer		
<b>Workforce Development Plan 2010-2015 (Minute 109/10)</b>  <b>Resolved</b>  That, subject to amalgamation of the third and fifth bullet points in the right hand column of page 3 and to recognising that the document is fluid, the Workforce Development Plan 2010/2015, attached at Appendix 1 of the report, be approved. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed. The action plan associated with this document is now being implemented.		
<b>Community Halls and Associated Assets (Minute 111/10)</b>  <b>Resolved</b>  (1) That all future leases, with the exception of those covered by wider commercial contracts:- <ul style="list-style-type: none"> <li>• Be ordinarily for a seven year term unless a longer period is justifiable in order to secure funding in which event the maximum term would normally not exceed 28 years.</li> <li>• An Open Market valuation is used in determining the lease rental, with the possibility of a discount being applied reflecting the community value that the use of the asset contributes.</li> <li>• Contain provision for a Rent Review on the third anniversary and at each subsequent third anniversary for longer term leases.</li> <li>• Contain a Break Clause at the third anniversary.</li> <li>• Be on a Fully Insuring and Repairing basis, with the scope clearly defined.</li> </ul>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Policy incorporated into lease renewal procedures.		

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Item	Progress/Officer
<ul style="list-style-type: none"> <li>Contain a clause to allow annual inspection to confirm compliance with all statutory certification, inspections and risk assessments to confirm that the asset is being maintained to the required standard and that check sheets, the detailed contents of which is to be finalised, be attached to the lease.</li> </ul> <p>(2) That, as part of continuing due diligence, it be a condition that there be District/Parish/Town Council Member representation as appropriate on the governing bodies of organisations granted reduced levels of lease payments which reflect their community use, where appropriate. <b>(HLEMS)</b></p>	As above.

### Progress on Decision by Portfolio Holder for Overall Strategy and Policy Direction

Item	Progress/Officer		
<b>Flexible Retirement (17/05/2010)</b>  <b>Decision</b>  Approval of the Flexible Retirement Policy subject to review every 2 years. <b>(CE)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Policy is now in place and operational.		

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## Progress on Decision by Portfolio Holder for Environment

Item	Progress/Officer		
<b>Kingley Woods, Rayleigh – Proposed Substation (24/03/10)</b>  <b>Decision</b>  To approve the disposal of a small area of land to EDF for use as a substation and approval of an easement to enable the associated high and low voltage cables to be buried in Kingley Wood. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Transfer completed.		
<b>Cherry Orchard Country Park – Children’s Adventure Play Provision and Car Parking (21/05/10)</b>  <b>Decision</b>  The provision of a new children’s adventure play facility within Cherry Orchard Country Park, complete with car park and roadway providing temporary access from Cherry Orchard Way, subject to planning approval. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Officers remain optimistic that Play Builder Funding will still be available, confirmation is awaited. Initial design and planning processes are in progress.		

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Item	Progress/Officer		
	Red	Amber	Green
<b>Response to the Public Consultation on Dangerous Dogs (02/06/10)</b>  <b>Decision</b>  That Rochford District Council respond to the consultation currently being carried out by the Department for Environment, Food and Rural Affairs on the basis that the Dangerous Dogs Act does not adequately address the issues. In particular it is considered that the Act should be extended to cover incidents on private property; that the breed-specific legislation should be amended and a requirement for all dogs to be micro-chipped should be introduced. <b>(HES)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed. Consultation response sent to the Secretary of State.		
<b>Open Spaces Refurbishment Programme 2010/11 (08/06/10)</b>  <b>Decision</b>  That this year's budget allocation is used to address unauthorised access resulting in vandalism; to deal with flooding to a car park and children's play facility. <b>(HES)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Works are in hand, orders placed in respect of works at Hockley Woods.		
<b>Playspace Rolling Programme 2010/11 (08/06/10)</b>  <b>Decision</b>  That the 2010-11 budget allocation in respect of the playspace rolling programme is used to improve the facilities at Bedford Close, Rayleigh and the Rayleigh Leisure Centre. <b>(HES)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Works are in hand.		

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

Item	Progress/Officer		
<b>Rawreth Lane Pavilion Upgrade (11/03/10)</b>  <b>Decision</b>  To upgrade Rawreth Pavilion by installing a disabled toilet and associated access ramp and refurbish the flat roof at a total cost of £17,425. <b>(HLEMS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	These works have now been completed on budget.		
<b>Capital Programme 2010/11: Equipment Replacement Programme (19/04/10)</b>  <b>Decision</b>  That the capital provision for 2010/11 for equipment replacement be allocated to:- <ul style="list-style-type: none"> <li>£7,500 for batteries to provide electric back-up for the Council's two switchboards.</li> <li>£2,000 for Environmental Health equipment.</li> <li>£7,000 for scanning equipment. <b>(HF)</b></li> </ul>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed. Actual purchase will take place during the year and will be reported via the quarterly capital programme monitoring report.		

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

Item	Progress/Officer		
	Red	Amber	Green
<b>Open Spaces Refurbishment Programme 2008/09 (24/10/08)</b> <b>Forward Plan Reference No: 11/08</b>  <b>Decision</b>  That this year's budget allocation is used to address health and safety concerns at the Rochford Reservoir, providing new surfacing for footpaths and embankment steps together with a contingency sum to deal with other urgent issues. <b>(HES)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Fishing Licence, Rochford Reservoir (10/03/10)</b>  <b>Decision</b>  To grant a licence for fishing rights at the Rochford Reservoir to Mr Nicholas North, at the rate set out in section 2.7 and subject to the finer details of the licence being finalised by the Council's Head of Legal, Estates and Member Services. <b>(HCS/HES)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Rayleigh Windmill Management Group (25/03/10)</b>  <b>Decision</b>  Cessation of the current operation of the Rayleigh Windmill Management Group (RWMG) to establish in its place the Rayleigh Windmill Network (RWN) in order to facilitate the continued development of the Rayleigh Windmill. <b>(HCS)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		

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Item	Progress/Officer		
<b>Regulation of Lap Dancing and Other Sexual Entertainment Venues (01/04/10)</b>  <b>Decision</b>  That Rochford District Council adopts by resolution Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by Section 27 of the Policing and Crime Act 2009. <b>(HES)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Rochford Business Forums (29/04/10)</b>  <b>Decision</b>  To fund and deliver online business forums called Rochford Business Forums (RBF) to support the growth and development of the Rochford Business Network. <b>(HCPP)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	The Forums are in the final development stage with the provider.		

**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.

**Progress on Decisions of Former Executive Board assimilated by Portfolio for Planning and Transportation**

Item	Progress/Officer		
<b>Wyvern Community Transport Grant (Minute 327/07)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>That Wyvern Community Transport be requested to give consideration to arrangements for greater levels of engagement with the Council and to consider options for the operation and funding of the service in 2009. <b>(HPT)</b></p>	<p>Officers meet with WCT every 6-8 weeks, to offer advice and guidance and attend Trustee meetings. The Portfolio Holder for Planning and Transportation has visited WCT and discussed service delivery with the WCT's manager.</p> <p>WCT commenced delivery of a community transport service for Castle Point Borough Council on 1 April 2010.</p> <p>Essex County Council is undertaking a review of community transport grants with a view to requiring a specified minimum level of service delivery in every district from 2011, when the current grant arrangements are due for renewal. The services delivered in Rochford are considered by the County Council to be extremely good, but there may be changes arising from the grant review.</p>		

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## Progress on Decisions of Former Executive Board assimilated by Portfolio for Young Persons, Adult Services, Community Care and Wellbeing

Item	Progress/Officer		
<b>Great Waking Youth Provision Update (Minute 8/08)</b>	Red	Amber	Green
<b>Decision</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
That further consultation be carried out to determine longer term options for youth facilities in Great Waking. The consultation to distinguish between facilities that could be provided and facilities that are aspirational. <b>(HCS)</b>	In conjunction with County Council, further research and investigation is being undertaken into options for longer term additional youth/leisure provision including work on the financial feasibility of the facilities. Further meetings have taken place and are scheduled, involving Members and officer from the County, District and Parish Council in order to progress this project.		

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**Progress on Decisions by Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being**

Item	Progress/Officer		
<b>Allocation of Additional Youth Facilities Capital Budget – Teen Shelter Provision (25/07/08)</b> <b>Forward Plan Reference No. 7/08</b>  <b>Decision</b>  That the allocation of the £20,000 budget for additional youth facilities be on the basis of £18,000 being spread equally between seven Parish/Town Council who expressed an interest in the project (subject to appropriate sites being identified) and that the remaining £2,000 be utilised for the installation and transportation of an existing teen shelter at various sites for a trial period. <b>(HCS)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed.		
<b>Funding for the Rayleigh, Rochford and District Association for Voluntary Service (31/03/10)</b>  <b>Decision</b>  That funding for the Rayleigh, Rochford and District Association for Voluntary Service (RRAVS) be granted. <b>(HCPP)</b>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The Service Level Agreement has been amended. The Action Plan has been updated and will be monitored quarterly. Completed.		

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