

## **NOTICE OF EXECUTIVE DECISIONS**

The Executive made the following decisions at its meeting on 12 June 2013:-

<b><u>Item</u></b>	<b><u>Decision</u></b>
<b>Performance Report on Key Performance Indicators for the Period January to March 2013</b> (Minute 109/13)	<p>That the progress against key performance indicators for the fourth quarter of 2013, as set out in the report, be received subject to:-</p> <ul style="list-style-type: none"><li>• Noting that the percentage of Council tax collected remains under review.</li><li>• The Portfolio Holder for Council Tax Collection, Benefits and Strategic Housing Functions reporting to the next meeting on the factors associated with increases in the average time from the receipt of a recommendation that disabled facility works be undertaken to works completion, together with any other associated issues.</li></ul>
<b>Performance Report on Key Projects for the Period January to March 2013</b> (Minute 110/13)	<p>That the progress against key projects for the fourth quarter of 2013, as set out in the report, be received.</p>
<b>Progress on Decisions made by Full Council/The Executive</b> (Minute 111/13)	<p>That the progress on decisions made by Full Council/The Executive, as set out in the schedule, be received subject to noting that:-</p> <ul style="list-style-type: none"><li>• There had been no formal expressions of interest associated with the Community Right to Challenge.</li><li>• The total cost of introducing the columbarium at Rayleigh Cemetery would be within the capital budget of £30,000 and appropriate regulations would be introduced with regard to the alternative facility for the scattering of ashes.</li><li>• The length of the term for the lease of the playing field/car park surrounding the Hockley Community Centre was an agreed exception to policy due to associated funding requirements.</li></ul>

## Item

## Decision

### **Customer Feedback Update and Freedom of Information Statistics 2012/13** (Minute 112/13)

- The rent levels set for the Citizens Advice Bureaux and the Old People's Welfare Centre operating from Back Lane, Rochford reflected the market value. The organisations received subsidies for these amounts.
- The temporary day charge associated with the Approach Car Park, Rayleigh had been extended for a further three months.

That the customer feedback and Freedom of Information statistics for 2012/13, as set out in the report, be received subject to noting that, with regard to Freedom of Information (FOI) requests :-

- Members have alternative avenues for obtaining information and should not be the subject of requests as individuals.
- The introduction of a page on the Council's website setting out all FOI requests received and responses given would be inappropriate given the associated time/resource implications. The website already includes all the types of information that is readily available to residents and how this can be sourced.
- Approximately half of all FOI requests are generic. A number emanate from students undertaking research. All requests have to be treated equally. A request can be rejected if it is considered frivolous or unreasonable.
- An internal log is maintained of responses given to requests which can be accessed if repeat or similar requests arise.
- Non compliance would bring issues of reputation risk. The Information Commissioner can issue a public notice highlighting where an organisation has failed to meet FOI requirements. Continued failure could result in the issuing of an enforcement notice with a legally binding timetable. The Commissioner can also submit a report to Parliament.

**Item****Decision****The Management of Pavilions  
and Football Pitches**  
(Minute 114/13)

- (1) That, from the 2014/15 football season, clubs be required to make their own setting up arrangements on match days and that staffing resources provided by the Council be reduced to emergency call-out cover.
- (2) That a savings target of £25,000 be identified for the service for 2014/15 within the Medium Term Financial Strategy.
- (3) That stock condition surveys and pitch surveys be undertaken where appropriate in order that a strategy for improvements can be determined. The outcome to be reported for consideration as part of the 2014/15 budget process.
- (4) That approval be given to capital expenditure of £56,700 for the subdivision of the pavilions at Fairview and Ashingdon to enable the play groups and sports users to operate independently. Subsequently, leases or market rental arrangements to be agreed in accordance with the Council's normal policy.
- (5) That no further action be taken at the current time on offers made by the Town and Parish Councils to take over the management of facilities. (HES)

Note: Consideration of the policy on memorials in parks and open spaces (agenda item 10) was deferred to the next meeting.

The above decisions will come into force, and may then be implemented, on the expiry of five working days after the publication of this Notice, unless referred to Full Council by a minimum of three Members or called in by the Review Committee.

**Signed** Mr John Bostock  
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Member Services Manager

**Dated** 14 June 2013  
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For further information please contact Member Services on 01702 318140 or email: [memberservices@rochford.gov.uk](mailto:memberservices@rochford.gov.uk)

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