

PROGRESS ON DECISIONS

Item	Progress/Officer		
Members' Performance Report – 2006/07 Quarter 1 (Minute 294/06) Resolved That the performance achieved in Quarter 1 of 2006/07 be noted subject to:- <ul style="list-style-type: none"> The undertaking of a value for money review of the Handy Person/Gardening Service (to include service delivery options). Outcomes to be reported to the Community Services Committee for consideration. (CD(ES)) 	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Report made to Community Services Committee 6 March 2007. A further report will be made on the outcome of negotiations with Springboard Housing Association around the allocation of additional funding for 2007/08.		
Future Development of Cherry Orchard Jubilee Country Park (Minute 299/06) Resolved <ul style="list-style-type: none"> That the purchase of areas A and D, as identified at Appendix 1 of the exempt report, be agreed. If this is not possible through negotiation with the landowners by December 2006, then a Compulsory Purchase Order process commence on both sites. That officers submit applications for planning consent for the change of use of areas A and D as identified at Appendix 1 of the exempt report from agriculture to public open space, together with the preparation and submission of the necessary supporting information. 	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Negotiations proceeding with the respective landowners whilst planning application is determined as a preliminary requirement to compulsory purchase. All appropriate surveys completed including traffic/road layout design. Feedback received from ECC Highways and planning application documentation being finalised prior to submission.		

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<ul style="list-style-type: none"> That officers continue to research and make applications for possible external grants (including any that might be available from the European Union relating to improved habitat for wildlife) but that, if not successful, a bid be made in the budget setting process 2008/09 for the provision of additional supporting facilities to underpin any successful purchase. (CD(ES)) 	Officers continuing to investigate funding opportunities. Opportunities for making funding bids may be enhanced once planning permission is obtained.		
Commercial Premises – 124, 126 and 128 High Street, Great Wakering (Minute 301/06) Resolved That the Head of Legal Services be authorised to proceed with the disposal of the shop units at 124, 126 and 128 High Street, Great Wakering at market value, and to grant a new lease for number 124 High Street, Great Wakering on such other terms and conditions as he considers appropriate. (HLS)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Offer accepted for sale of vacant unit 124 and for 126 from existing tenant, sales proceeding subject to contract, unit 128 still being marketed.		
Procurement Strategy – Six Month Review (Minute 349/06) Resolved That progress on implementation of the current procurement strategy be noted and that a new strategy be proposed to the Committee in early 2007. (CD(ES))	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	An assessment of the Council's current policy and practice has been undertaken by the Procurement Agency for Essex. Their report has been received and a revised Procurement Strategy will be submitted to committee before the summer recess.		

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Corporate Communication Strategy (Minute 377/06) Resolved That the revised Corporate Communication Strategy, as appended to the report, be adopted subject to:- <ul style="list-style-type: none"> Consideration being given as to whether it is possible/appropriate to change the “caller withheld” feature of the Council’s telephone system. (CE/HAMS) 	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	It is not considered feasible to remove the ‘caller withheld’ feature from the Council’s main switchboard number as, if a resident telephoned back on this number, the receptionist would not know who within the Council had made the original call and therefore would not be able to assist the caller. Basildon, Castle Point and Southend Councils all withhold their numbers for this reason. However, it is feasible to remove the ‘caller withheld’ feature from our direct dial lines, as the returned call would be made direct to the originating source. This requires an upgrade to our ISDN line and we are waiting for BT to install this upgrade.		
Revenue and Benefits – Extension of Capita Contract (Minute 428/06) Resolved That the Capita partnership be renewed for a further year whilst the Revenues and Benefits partnership continues to be developed with Chelmsford Borough Council. (CD(ES))	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Funding for renewal of Capita contract agreed for 2007/08.		

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Evaluation of CCTV Provision (Minute 429/06) Resolved That the CCTV equipment installed on lamp columns in Hockley, Rochford and Hullbridge be removed but, given that this is at the request of Essex County Council, this Council seek to recover the cost of removal from the County Council. (CE)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Now implemented at no cost to the Council.		
Ferndale Road Scout Hut – Future Lease (Minute 15/07) Resolved That, subject to obtaining the consent of J T Byford & Sons to the use of the land for that purpose and the surrender of the lease by the Scout Association, negotiations be commenced with Downhall Under Fives Pre-School Play Group for the lease (subject to a successful planning application) to them of the land at Ferndale Open Space formerly occupied by the scout hut. (HCS)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Company no longer trading, former director has no objection to release. Scout Association has demolished the existing hut. Surrender of the lease will be concluded once the site reinstatement work is finished. Discussions are continuing with the preschool group who are getting information prior to submission of their planning application.		

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Information Communications Technology User Policy (Minute 79/07) Resolved (1) That, subject to replacement of the wording of paragraphs 7.5 and 7.6 with wording that prohibits the connecting of peripheral devices to the Council system or using media on the system that do not belong to Rochford District Council unless the devices/media has first been checked by the Council, the ICT user policy, as attached at Appendix 1 of the report, be adopted. (2) That the policy be reviewed every two years. (HAMS)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	The policy has been amended as required.		
Visual Identity (Minute 80/07) Resolved That the proposed Visual Identity, as set out at Appendix 1 of the report, be adopted. (HAMS)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Guidance has been issued to staff and templates for stationery using the new identity will be implemented with effect from 1 May 2007.		
Dutch Cottage, Crown Hill, Rayleigh (Minute 81/07) Resolved That ownership and custodian trustee arrangements for the Dutch Cottage, Crown Hill, Rayleigh remain with the District Council, Rayleigh Town Council to be invited to take a seat on the Dutch Cottage Management Committee. (HLS)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Formal invitation extended to Rayleigh Town Council to participate in a management committee.		

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Gershon Efficiency Savings – 2007/08 (Minute 82/07) Resolved (1) That the proposals set out under Part 3 of the report be included in the Annual Efficiency Statement for 2007/08. (2) That authority be delegated to the Chief Executive and the Chief Finance Officer, in consultation with the Leader of the Council, to agree any changes to the Statement and sign off the submission. (3) That there be an associated press release and article in the Council's newspaper, Rochford District Matters. (HFAPM)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Implemented. This statement will be submitted in line with the Government's deadline of 12 April. Implemented. No changes have been required to the statement. Implemented. A press release has been produced and sent out. An article on efficiencies will go into the summer edition of the Rochford District Matters linked to the closure of accounts as we were too late for the Spring edition.		
57 South Street, Rochford (Minute 84/07) Resolved (1) That, subject to the introduction of a restrictive covenant relating to appropriate development of the building, the Council dispose of 57 South Street, Rochford at the most advantageous price following expiry of the current lease to Essex County Council in July 2007.	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	The Head of Planning and Transportation is arranging for the design brief to be prepared, which will be submitted to Members for consideration prior to the outline planning approval being sought.		

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(2) That, subject to (1) above, a design brief be prepared and outline planning consent for residential development sought. (CD(ES))			
FROM FULL COUNCIL			
Report of the Waste Management and Recycling Sub-Committee (Minute 374/06) Resolved	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>(1) That the content of the officer's exempt report be noted and that waste and recycling information for the other Thames Gateway Authorities be used to help inform the Council's own procurement process.</p> <p>(2) That officers continue to work with officers from Southend-on-Sea Borough Council on an aligned procurement process for the new refuse collection and recycling contracts, including the possibility of the Sutton Road Civic Amenity and Recycling Site being free of charge to Rochford District residents.</p> <p>(3) That a representative of the Review Committee be invited to attend the contract tendering sessions for refuse collection and recycling with bidding companies.</p> <p>(4) That a Waste Composition Analysis be undertaken, to be funded from the Waste Management and Performance Grant. (CD(ES))</p>	<p>Information will be used to assist the drafting of contract specifications. Contractors currently submitting outline proposals following 1:1 interviews with specification to be produced June/July 2007.</p> <p>Officer level meetings to develop an aligned procurement process are continuing, in order to identify how and when different aligned procurement processes and potential benefits can be achieved.</p> <p>Councillor Hudson attended Bidders Conference on 29 January and the Sub Committee meeting on 26 March 2007.</p> <p>Implemented. Report explaining results and analysis presented to Waste Management & Recycling Sub Committee on 19 February.</p>		

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Unauthorised Gypsy and Traveller Sites (Minute 375/06) Resolved (1) That the progress on each site be noted and that the action detailed in the officer's exempt report be progressed as expeditiously as possible. (2) That quarterly updates on the latest position for the sites listed in paragraph 6.9 of the officer's exempt report be reported to the Planning Policy and Transportation Committee. (HPT)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<p>Work continues to resolve the breaches of control on each of the sites listed in the report.</p> <p>In respect of Land adjoining, New Park Road, Ashingdon (aka Pear Tree Farm) an appeal was allowed on 21 March 2007 and a personal planning permission granted for the retention of two caravans on the site.</p> <p>An update report was considered by the Planning Policy and Transportation Committee on the 15 February 2007. The next update will be presented to Members following the May elections.</p>		
Members Roles' (Minute 441(9)(a)/06) Resolved (1) That the appointment of Deputy Leader of the Council be introduced with effect from the 2007/08 Municipal Year. (2) That the Members' roles, as outlined in the Appendix to the officer report to the Committee, be agreed for inclusion in the Constitution and other relevant publications with effect from the 2007/08 Municipal Year, subject to:-	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<p>Following endorsement at December's Council meeting, this will now be implemented for the new Municipal year 2007/08.</p>		

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<ul style="list-style-type: none"> Inclusion of the sub-heading 'key activities' under all main headings and an indication that the activities are indicative rather than compulsory. Provision for the role of Deputy Group Leader, the wording for which will be 'to support the Group Leader in his/her duties and to deputise when necessary and appropriate'. (CE) 			
Parking Charges (Minute 443/06) Resolved That a scheme of revised parking charges based on the structure set out at the Appendix to the minutes be implemented with effect from July 2007. (HPT)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Arrangements in hand to implement the revised charges in July in accordance with the agreed timetable.		
Independent Remuneration Panel Report (Minute 50(1)(a)/07) Resolved That, subject to inclusion of the following items, the remuneration scheme proposed by the Independent Remuneration Panel for 2007/08 be adopted:- <ul style="list-style-type: none"> A continuation of £300 per annum allowance for co-optees. Standard class rail travel to be introduced under the District Council travelling expenses scheme for Members, to replace that currently of a first class allowance. (HAMS) 	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Implemented with effect from 1 April 2007.		

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Large Scale Voluntary Housing Transfer – Progress Report (Minute 51/07) Resolved (1) That progress to date be noted and the overall timetable and actions to achieve transfer of the housing stock to Rochford Housing Association be noted. (2) That the vacant temporary accommodation at the Chestnuts and vacant bedsit dwellings in its sheltered schemes be declared as scheduled for disposal and no longer available for letting. (3) That a further report be made to enable the Council to approve the transfer contract, including the transfer price, in June. (CD(ES))	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	This policy decision is being applied as bedsit units become vacant. Report to be made.		
Proposed New Political Decision Making Structure (Minute 52/07) Resolved (1) That the proposed changes to the Council's decision making process, as outlined in the report, be agreed for formal consultation and that final proposals on a new political decision making structure for 2007/08, together with the appropriate revisions to the constitution, be received at the next Council meeting in April. (2) That Castle Point Borough Council and Southend on Sea Borough Council be approached with a view to establishing a Joint Liaison Committee to discuss items of mutual interest.	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Work now in progress. Report being prepared for Full Council on 26 April.		

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<p>(3) That Essex County Council be invited to the Joint Liaison Committee with Castle Point Borough Council and Southend on Sea Borough Council, as appropriate.</p> <p>(4) That the Independent Remuneration Panel be recalled to look at appropriate Member remuneration levels in the context of an Executive Board and with respect to the Member Champion roles.</p> <p>(5) That the first sentence of paragraph 3.5 of the report be amended to read: "The Executive Board would comprise 9 Members, including the Leader and Deputy Leader and the Chairmen of the three Area Committees, who shall each be voting Members of their respective Area Committees". (CE)</p>			
<p>Key Policies and Actions for 2007/2008 (Minute 53/07)</p> <p>Resolved</p> <p>(1) That the work programme for 2007/08, as set out in Appendices A, B, C and D and the public notification of its content, as outlined in the report, be agreed.</p> <p>(2) That those areas of work for consideration by the Review Committee, as outlined in Appendix E, be agreed.</p> <p>(3) That the programme for the monitoring of the 2007/08 budget, as outlined in Appendix F, be noted.</p> <p>(4) That the main events timetable outlined in Appendix G be noted. (CE)</p>	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	All the recommendations agreed are being implemented		

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The Post Office Network – Consultation (Minute 54/07) Resolved (1) That the Government be called upon to halt further closures of Post Offices in both rural and urban locations in recognition of the important community and socio-economic functions they fulfil over and above their normal operation. (2) That a letter be sent to Chelmsford Borough Council confirming this Authority's support. (CE)	Red	Amber	Green
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Implemented. Response made to Government. Letter sent to Chelmsford.		
Royal Garden Party (Minute 55/07) Resolved That Cllr S P Smith plus guest and Cllr P A Capon plus guest be nominated to attend one of the Royal Garden Parties to be held in July, using the civic car and driver. (CE)	Red	Amber	Green
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Arrangements now in hand.		

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