
**MINUTES OF THE SERVICE DEVELOPMENT AND DELIVERY COMMITTEE HELD ON
MONDAY 14 APRIL AT 7.30 P.M. IN THE COUNCIL CHAMBER, WEELEY**

Present: Councillors Challinor (Chairman), Aldis, R Callender, Colbourne, Cossens, Simons and Talbot.

In Attendance: Democratic Services Manager (Colin Sweeney) and Democratic Services Officer (Janey Nice).

50. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

An apology for absence was submitted on behalf of Councillor D R Mayzes.

51. MINUTES OF THE LAST MEETING

The minutes of the last meeting of the Committee, held on 3 March 2014, were approved as a correct record and signed by the Chairman.

52. DECLARATIONS OF INTEREST

There were none.

53. REVIEW OF THE YEAR AND WORK PROGRAMME FOR 2014/15

The Democratic Services Manager (Colin Sweeney) gave a verbal update on the items that had been discussed by the Committee during the current municipal year.

He reminded Members that the Committee had been better focussed since agendas had been split into headings of Scrutiny and Member Development. He added that items discussed had included the Sea Defence Scheme between Clacton and Holland Haven, a presentation from the Council's Careline service and how Committee Members had undertaken to research potential topics to be examined by a Working Party.

On looking at the draft Work Programme for 2014/2015, the Democratic Services Manager said that the hugely successful Clacton Air Show was a matter which Members were keen to see remain on the programme and he added that the Work Programme could be added to and changed throughout the municipal year, especially if Members had any specific issues they wished to be discussed.

Following discussions the Committee agreed that the following areas of scrutiny be considered as part of its Work Programme for 2014/15:

- Inward Investment – to be discussed towards the end of the 2014/15 Municipal Year, which would include updates on how inward investment had worked for the District;
- Development of new income streams;
- Clacton Air Show – expansion into other areas of tourism – how it could include other leisure activities in other areas of the District other than Clacton, i.e. Harwich, Frinton, Walton, Brightlingsea, Manningtree etc;
- Council's IT system – updates on service provision and equipment, especially since Microsoft were ceasing support of the Windows XP operating system, which was installed on many of the Council's laptops;
- Digitalisation of Council services i.e. emailing notice of events rather than sending by mail as well as the digitalisation of incoming and outgoing post;

- Working as one Council - how the Council's departments interlinked, crossed-over and worked together;
- New Council Houses – need to look at whole process from building, to renting, to Right to Buy Scheme to ensure Council was delivering value for money;
- Council Housing – look at partnership working, what the community needed and wanted and see if it could be fitted in with the Council's plans;
- Dog Fouling and Litter – public perception;
- Review of Leisure Services across the District – tour of leisure facilities – how often services are used and by whom; and
- Invitation to Portfolio Holders to discuss any contentious decisions they make to inform Committee why a particular decision was taken.

After further discussion, it was **RESOLVED** that:

- (a) The report on the review of the municipal year 2013 to 2014, as detailed in Appendix A to item A.1 of the Report of the Corporate Director (Corporate Services) be noted;
- (b) The draft 2014/15 Work Programme be approved and be submitted to the Annual Meeting of the Council for approval; and
- (c) Where gaps had been identified in the Work Programme for the Municipal Year 2014/2015 the Committee intended to concentrate on the Council's IT system, Dog Fouling and Litter, Inward Investment and income streams and Leisure facilities.

54. **POTENTIAL TOPICS FOR EXAMINATION BY A MEMBER WORKING PARTY**

The Chairman invited Members to update the Committee on those areas of work they had chosen to look into and pursue.

1. Tourism – Maximising our Potential

Councillor R Callender reported that he had had several meetings with Officers on this issue. He considered that there was much more to tourism than just the Clacton Air Show as there were many other events taking place throughout the District which would be of interest to tourists. Members recalled that 'Tendring was open for business' and it was important to remember to promote smaller events as well as the larger attractions. A Member suggested that souvenir items of popular events could be sold to tourists to increase the Council's income.

During discussion on this item the name of 'Tendring' for the area was considered to be unhelpful in promoting the District as it would not mean anything to anyone outside of the District. It was considered that the Council's website could be used more to promote the District and give links to the various events taking place. It was suggested that a promotional DVD could be made of the District's attractions which could be posted on the website for visitors to download and watch.

2. How can Planning Facilitate Business Growth?

Councillor Simons reported that he had met with the Planning and Corporate Services Portfolio Holder (Councillor G V Guglielmi) in December and that planning was working well in encouraging businesses into the Tendring District.

3. Accessibility of Council Services for those with Disabilities

Councillor Colbourne reported that there was an imminent meeting due to discuss the issue of bus services being axed in the District which was having an effect on elderly residents who relied on bus services. It was also commented that there was a problem with bus drivers not knowing their routes properly and abandoning passengers at the wrong bus stops leaving them stranded. Councillor Colbourne said also that wheelchair access was a problem in many shops in the District where shops had not made proper provision for wheelchair users.

55. FORWARD PLAN,

The Committee noted the new item relevant to the terms of reference of the Committee contained in Forward Plan Number 150.

56. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

There were none.

The meeting was declared closed at 9.06 p.m.

Chairman