

**MINUTES OF THE MEETING OF THE CORPORATE MANAGEMENT  
SCRUTINY COMMITTEE HELD ON MONDAY 9 MAY 2016 AT 7.30 P.M. IN THE COUNCIL  
CHAMBER, COUNCIL OFFICES, WEELEY**

**Present:** Councillors Steady (Chairman), Platt (Vice-Chairman), Baker, Everett, Massey, Skeels Jnr and Stephenson

**Also Present:** Councillors Honeywood (Portfolio Holder for Housing) (except items 5 – 8) and Parsons

**In Attendance:** Human Resources and Business Manager (Anastasia Simpson), Commercial Manager (Mark Westall) (except items 5 – 8), Organisational Development Manager (Carol Magnus) (except items 7 – 8), Control Centre Service Development Manager (Claire Ellington) (except items 5 – 8), Human Resources Operations Manager (Katie Wilkins) and Senior Democratic Services Officer (Ian Ford)

**1. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were submitted on behalf of Councillor Whitmore, with Councillor Everett substituting.

The Chairman welcomed Councillor Skeels Jnr to this his first meeting since his recent appointment to the Committee.

The Chairman also welcomed Councillor Parsons and congratulated him on his election to the Council.

**2. MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 21 MARCH 2016**

The Minutes of the meeting of the Committee, held on 21 March 2016, were approved as a correct record and signed by the Chairman.

With regard to Minute 51 (Householder Parking Permit Scheme Update) Councillor Stephenson referred to an item on which the Committee had wanted clarification from the Coastal Protection Portfolio Holder (Councillor Turner). The Chairman undertook to raise this with Councillor Turner.

**3. DECLARATIONS OF INTEREST**

There were no declarations of interest received from Members at this time though Councillor Stephenson later in the meeting declared an interest in respect of Minute 6 below.

**4. CARELINE BUDGETS - UPDATE**

The Committee received a presentation from the Council's Commercial Manager (Mark Westall) and the Control Centre Service Development Manager (Claire Ellington) that gave an update on Careline Budgets. Members also received an update on the progress towards creating a 'Lifting' service to Careline Users.

The presentation was submitted under the following headings:

- (1) Overview;
- (2) The Control Centre;
- (3) Last Five Years Income/Expenditure/Profitability;
- (4) Staff Costs;

- (5) Other Expenditure;
- (6) Income;
- (7) The Future – (1) Risks; and (2) Growth
- (8) Update on 'Lifting'

The Portfolio Holder for Housing (Councillor Honeywood) attended the meeting.

Mark Westall, Claire Ellington and Councillor Honeywood then responded to various questions raised by the Committee.

Mark Westall and Claire Ellington then demonstrated the equipment that would be used as part of the 'Lifting' service.

The Chairman thanked Councillor Honeywood, Mark Westall and Claire Ellington for their attendance and for the information that they had provided.

## 5. PERFORMANCE REPORT – OUTTURN REPORT APRIL 2015 – MARCH 2016

The Committee had before it a report of the Corporate Director (Corporate Services) (item A.1) which presented the Performance Report for the period January 2016 to March 2016. Appendix A to that report contained details of 18 key project areas, as well as 12 performance indicators, detailing business critical areas of the Council's work. The report also contained details of levels of staff sickness, complaints handling and the number of approved surveillances.

Members were made aware that, of the 30 indicators and projects reported, 24 (80%) were on, or above, their expected target. There were six (20%) that were not in line with the expected performance. Explanations of the performance and the supporting data were included under each topic.

Officers responded to questions raised by Members on various topics and where an answer was not immediately available, the Officers undertook to respond to Members as soon as possible after the meeting. Those issues included:

- (1) Tour de Tendring 2016;
- (2) Clacton Air Show 2016;
- (3) Enactment dates for the Work and Welfare Bill and the Housing and Planning Bill;
- (4) Disposal of Clay Hall; and
- (5) Other leisure events.

After discussion of the report it was **AGREED** that the Committee **COMMENTS TO CABINET** that the Committee:

- (a) notes the Council's performance report for the period January to March 2016;
- (b) is concerned at the continuing decline in the Recycling Rate and feels that this needs a fresh look at in order to avoid consistent failure; and
- (c) is disappointed at the lack of content and the level of current data information in the report on planned leisure events (e.g. the new statutory charges imposed on the Clacton Air Show) and other issues (e.g. the extra risks to the timescale for the disposal of Clay Hall arising from legal matters in relation to the linked planning application).

It was further **AGREED** that the review of Waste and Recycling – Performance against Targets and Value for Money in Contracts would be brought forward from the 26 September 2016 meeting of the Committee to the 27 June 2016 meeting of the Committee.

**6. PERFORMANCE REPORT 2016/17 INCLUDING THE CORPORATE PLAN 2016 TO 2020 AND PRIORITIES AND PROJECTS 2016**

Councillor Stephenson declared an interest in this item insofar as he had assisted the Officers in the graphic design of the Draft Performance Report 2016-2017.

The Committee had before it a report of the Corporate Director (Corporate Services) which presented the Performance Report 2016/17 including the Corporate Plan 2016 to 2020 and Priorities and Projects 2016.

Members were aware that the preparation of the new Corporate Plan was set against the context of a changing environment for Councils with continuing financial pressure and an increased focus on Councils' Community Leadership role and involvement across issues including Education, Health and Community Safety. The delivery of a balanced budget was the overriding priority for this Council and this had an influence on other projects and priorities, targets, delivery and performance management.

The Committee was reminded that for the first time the Corporate Plan had been produced as a plan on a page both in order to increase accessibility and focus attention on key priorities. Underpinning this were the strategic projects for the year and detailed performance monitoring indicators and measures.

The Performance Report 2016/17 including the Corporate Plan and Priorities and Projects 2016 was attached as Appendix A to item A.2 of the report of the Corporate Director (Corporate Services).

The Performance Report contained details of 12 projects, 5 performance indicator targets, and headline performance in dealing with complaints and the staff's absence rate.

The projects in the Performance Report were:

- *Transforming the way we work*
- *Financial Self Sufficiency*
- *Elections and Referendum*
- *Improved Broadband*
- *Jaywick Community Development*
- *Cliff Stabilisation (Protecting our Coastline)*
- *Health and Wellbeing*
- *Local Plan*
- *Economic Development Delivery*
- *Maximising Tourism and Leisure Opportunities*
- *Enhancing Leisure Facilities*
- *Garden Community*

The performance indicator targets in the Performance Report were:

- *Fly tipping*
- *Missed Bins*
- *Recycling Rate*
- *Handling of Planning Applications*
- *5 Year Housing Supply Approvals*
  
- The headline performance indicators were:
  - *Sickness*
  - *Authorised Covert Surveillance*

- *Complaints*

After discussion of the report it was **AGREED** that the Committee **COMMENTS TO CABINET** that the Committee:

- (a) notes the Council's Performance Report for 2016/17 including the Corporate Plan 2016 – 2020 and Priorities and Projects 2016, as attached as Appendix A to item A.2 of the report of the Corporate Director (Corporate Services);
- (b) recommends that the following matters should be looked at again:
  - (i) Maximising Tourism and Leisure Opportunities – these should be in date order;
  - (ii) Layout of the Index;
  - (iii) Employment – how is the Council going to encourage more businesses to invest in the District?;
  - (iv) Fly Tipping – consider including a target to reduce the incidents of fly tipping;
  - (v) Improved Broadband – what is the definition of an appropriate planning application for a planning condition to be included requiring a broadband connection;
  - (vi) A dashboard for performance should be included.

It was also **AGREED** that an informal meeting of the Committee be held on Monday 16 May 2016 at 7.30 p.m. in Room 34 in the Council Offices at Thorpe Road, Weeley to enable the Committee to go through its concerns on the content and access to information within the Performance Report.

## **7. RECONSIDERATION OF DECISION 2633: CEASE BLACK SACKS DELIVERY**

The Committee had before it a report of the Corporate Director (Corporate Services), which advised it of the reconsideration of decision 2633, which had been referred back to the Cabinet by the Committee. The substance of that decision had been to cease the delivery of black sacks to households in the District.

Members were reminded that, at its meeting held on 11 December 2015, the Cabinet had considered the future provision and delivery of black sacks by the Council to residents and had decided that:

- (a) *the future provision and delivery of black sacks by the Council to residents is ceased with effect from 2016; and*
- (b) *a promotion and press campaign is delivered to provide information about the ceasing of the service and informing residents how waste should be presented running alongside our promotion of increased recycling.*

That decision had been called-in for scrutiny by Councillors J A Brown, I J Henderson and Stephenson. The Committee had considered the call-in at its meeting held on 4 January 2016 and, in accordance with the call-in procedure, Councillors Stephenson, Henderson and Brown had explained their objections and the reasons for the call-in. The Portfolio Holder for Environment and the Portfolio Holder for Finance and Transformation had provided the reasons behind the decision, which had been supported by the Leader of the Council. The Committee had decided that:

*“The Committee refers the decision back to the decision-maker (i.e. Cabinet) in light of the fact that a mediation process has not been able to take place and requests that the Cabinet reconsiders its decision within the required 15 working days following this meeting and preferably following mediation.”*

The Cabinet, at its meeting held on 22 January 2016, having considered the comments of the Corporate Management Committee, had decided that the original decision taken in relation to Executive Decision No.2633 be reaffirmed and that:

- (a) the delivery of black sacks by the Council to residents be ceased with effect from 2016; and*
- (b) a promotion and press campaign be delivered, to provide information about the ceasing of the service and informing residents how waste should be presented, running alongside the Council's promotion of increased recycling.*

Following that decision Councillor I Henderson had wished it to be recorded in the Cabinet minutes that the Labour Group's views, as detailed within the notice of call-in, be reaffirmed and this had been done.

The Cabinet had felt that none of the arguments put forward at the meeting of the Corporate Management Committee had convinced it to change its mind on this issue.

**RESOLVED** that the final decision made by Cabinet be noted.

**8. FORWARD PLAN**

The Committee reviewed, and noted, the new items relevant to the terms of reference of the Committee, contained in the Forward Plan 175, in accordance with Overview and Scrutiny Procedure Rule 13.

The meeting was declared closed at 9.36 p.m.

Chairman