



CABINET

DATE:	Friday, 14 July 2017
TIME:	10.30 am
VENUE:	Essex Hall, Town Hall, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Stock	- Leader of the Council and Planning & Regeneration Portfolio Holder
Councillor C Guglielmi	- Resources and Corporate Services Portfolio Holder and Deputy Leader of the Council
Councillor Ferguson	- Tourism and Culture Portfolio Holder
Councillor Honeywood	- Housing Portfolio Holder
Councillor McWilliams	- Leisure and Partnerships Portfolio Holder
Councillor Talbot	- Environment Portfolio Holder
Councillor Turner	- Commercialisation, Seafronts and Parking Portfolio Holder
Councillor Watling	- Cabinet Member without Portfolio

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For further details and general enquiries about this meeting, contact Ian Ford on 01255 686584.

DATE OF PUBLICATION: WEDNESDAY, 5 JULY 2017

AGENDA

1 Apologies for Absence

The Cabinet is asked to note any apologies for absence received from Members.

2 Minutes of the Meetings held on Tuesday 13 June and Friday 16 June 2017 (Pages 1 - 16)

To confirm and sign the minutes of the meetings of the Cabinet held on Tuesday 13 June and Friday 16 June 2017.

3 Declarations of Interest

Members are invited to declare any Disclosable Pecuniary Interests, or other interests, and the nature of them, in relation to any item on the agenda.

4 Announcements by the Leader of the Council

The Cabinet is asked to note any announcements made by the Leader of the Council.

5 Announcements by Cabinet Members

The Cabinet is asked to note any announcements made by Members of the Cabinet.

6 Matters Referred to the Cabinet by the Council

There are none on this occasion.

7 Reference from the Audit Committee - A.1 - Corporate Risk Update (Pages 17 - 20)

To enable Cabinet to give consideration to requests made to it by the Audit Committee in respect of the above.

8 Reference from the Community Leadership and Partnerships Committee - A.2 - Education Update - Careers Advice (Pages 21 - 26)

To enable Cabinet to give consideration to a recommendation made to it by the Community Leadership and Partnerships Committee in respect of the above.

9 Reference from the Community Leadership and Partnerships Committee - A.3 - Education Update - Teacher Recruitment and Retention (Pages 27 - 28)

To enable Cabinet to give consideration to a comment made to it by the Community Leadership and Partnerships Committee in respect of the above.

10 Reference from the Corporate Management Committee - A.4 - Corporate Budget Monitoring - Financial Outturn 2016/17 (Pages 29 - 30)

To enable Cabinet to give consideration to comments and a recommendation made to it by the Corporate Management Committee in respect of the above.

11 Reference from the Service Development and Delivery Committee - A.5 - Jaywick Community Resource Centre (Pages 31 - 32)

To enable Cabinet to give consideration to recommendations made to it by the Service Development and Delivery Committee in respect of the above.

12 Reference from the Service Development and Delivery Committee - A.6 - Careline Services provided at Barnes House, Pier Avenue, Clacton-on-Sea (Pages 33 - 34)

To enable Cabinet to give consideration to a recommendation made to it by the Service Development and Delivery Committee in respect of the above.

13 Leader of the Council's Items

There are none on this occasion.

14 Report of Commercialisation, Seafronts and Parking Portfolio Holder - A.7 - Public Realm Improvements - Millennium Square, Walton-on-the-Naze (Pages 35 - 52)

To seek approvals for public realm improvements to the Millennium Square, Walton-on-the-Naze including funding from the Business Investment and Growth Budget.

15 Report of the Leisure and Partnerships Portfolio Holder - A.8 - Update on Community Projects - Education, Health and Well-being (Pages 53 - 62)

To provide an update on community projects relating to education, health and well-being and to ask Cabinet to endorse those projects.

16 Report of the Resources and Corporate Services Portfolio Holder - A.9 - Treasury Management Performance 2016/17 (Pages 63 - 74)

To report on the Council's treasury management activities and Prudential Indicators for 2016/17.

17 Report of the Resources and Corporate Services Portfolio Holder - A.10 - Terms for the acquisition of an investment property in Clacton-on-Sea (Pages 75 - 78)

To agree, in principle, the acquisition of a substantial investment property located in central Clacton-on-Sea.

18 Management Team Items

There are none on this occasion.

19 Exclusion of Press and Public

The Cabinet is asked to consider the following resolution:

"That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Items 20 and 21 on the grounds that they involve the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 12A, as amended, of the Act."

20 Exempt Minute of the Last Meeting held on Friday 16 June 2017 (Pages 79 - 80)

To confirm and sign the exempt minute of the last meeting of the Cabinet held on Friday 16 June 2017.

21 Report of Resources and Corporate Services Portfolio Holder - B.1 - Terms for the acquisition of an investment property in Clacton-on-Sea (Pages 81 - 98)

Subject to Cabinet's decision in respect of the report in Part A of this Agenda, to agree terms for the acquisition of an investment property and to transfer funds from reserves.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Cabinet is to be held in the Essex Hall, Town Hall, Clacton-on-Sea, CO15 1SE at 10.30 am on Friday, 11 August 2017.

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice of Intention to Conduct Business in Private

Notice is hereby given that, in accordance with Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, Agenda Item Nos. 20 and 21 are likely to be considered in private for the following reason:

The items detailed below will involve the disclosure of exempt information under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) to Schedule 12A, as amended, to the Local Government Act 1972:

Agenda Item 20 - Exempt Minute of the Last Meeting held on Friday 16 June 2017

Agenda Item 21 - Report of Resources and Corporate Services Portfolio Holder - B.1 - Terms for the acquisition of an investment property in Clacton-on-Sea

Information for Visitors

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MINUTES OF THE MEETING OF THE CABINET, HELD ON TUESDAY 13 JUNE 2017 AT 10.33 A.M. IN THE ESSEX HALL, TOWN HALL, CLACTON-ON-SEA

PRESENT:

Councillor N R Stock OBE

Councillor G V Guglielmi

Councillor T M Ferguson

Councillor P B Honeywood

Councillor M J Talbot

Councillor N W Turner

PORTFOLIO:

Leader of the Council (Chairman) & Acting Portfolio Holder for Planning and Regeneration

Deputy Leader of the Council & Portfolio Holder for Resources and Corporate Services

Portfolio Holder for Tourism and Leisure

Portfolio Holder for Housing

Portfolio Holder for Environment

Portfolio Holder for Commercialisation, Seafronts and Parking

Group Leaders Present by Invitation: Councillors J D Bray (Leader of the Independent Alliance Group) and J A Broderick (Leader of the Holland-on-Sea Residents' Group)

In Attendance: Chief Executive (Ian Davidson), Corporate Director (Corporate Services) & Deputy Monitoring Officer (Martyn Knappett), Corporate Director (Operational Services) (Paul Price), Head of Planning Services (Cath Bicknell), Planning and Regulation Manager (Simon Meecham), Committee Services Manager (Ian Ford) and Communications and Public Relations Manager (Nigel Brown)

21. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors I J Henderson (Leader of the Labour Group), L A McWilliams (Portfolio Holder for Leisure and Partnerships), M E Stephenson (Leader of the UKIP Group) and G F Watling MP (Cabinet Member without Portfolio).

22. MINUTES OF THE LAST MEETING HELD ON FRIDAY 26 MAY 2017

It was **RESOLVED** that the minutes of the last meeting of the Cabinet, held on Friday 26 May 2017, be approved as a correct record and signed by the Chairman.

23. DECLARATIONS OF INTEREST

The Corporate Director (Corporate Services) & Deputy Monitoring Officer read out the following advice to Members:

"I believe it would be useful to provide Members with guidance on declarations of interest in consideration of the Publication Draft Local Plan document, which was considered by the Local Plan Committee last night, is being considered by, Cabinet today and will be presented to full Council on 15th June.

The decision being sought at these meetings includes recommending, endorsing and approval of a Publication Draft Local Plan and Sustainability Appraisals for public consultation and submission to the Government for Examination in Public.

The majority of Members could be regarded as having, as a matter of law, Disclosable Pecuniary Interests (DPI) due to land ownership within the red line settlement boundaries simply because you are residents of the District. Government has previously issued guidance that the legislation was not intended to cover such

District wide decisions, however, for the avoidance of doubt and Members' protection, acting as the Council's Monitoring Officer it is entirely reasonable that the criteria set out in Section 33 (a) to (e) of the Localism Act 2011 applies and for land ownership simply within the red line settlement boundaries, a dispensation is granted to all Members to debate and vote on the item.

However, if you or your spouse/partner have land ownership (still a DPI) in any of the specific areas to be allocated, shown in various colours on the plans within the document, the above blanket dispensation does not apply. For specific land allocation, an individual dispensation would be required to remain in the room, take part in the debate and vote on the item, although it is unlikely that I would grant a grant a dispensation in the circumstances. If you are unclear or require further advice please contact me or Martyn Knappett, Deputy Monitoring Officer. Failure to declare a DPI and take part in a decision is a criminal offence.

Land within specific allocations, which is owned by an external body or organisation, may also fall within the definition of Non-Pecuniary Interests, if you were appointed or nominated to an outside body or organisation by the Council or are a member of an outside body which owns or controls land. A number of these organisations could meet the "likely to affect" test. The impact of having a Non-Pecuniary Interest on participation at meetings is set out in the Code of Conduct. The test is whether the Councillor could reasonably be regarded as having an interest so significant that it was likely to prejudice their judgement. As the decision is to approve a Publication Draft Local Plan, my advice to Councillors is that it is reasonable to conclude that this test would be met and therefore, Councillors would not be able to remain and take part in the debate and vote (after declaring the interest) without a dispensation. By making the declaration of a Non-Pecuniary Interest, for land ownership, it will be assumed that the interest does prejudice your judgement and therefore, you should not take part in the decision.

Members may have declared interests at earlier meetings in the local plan process including previous Council meetings and at the Local Plan Committee, it is important to be seen to be consistent in the approach, if Members have ceased to hold an interest they may wish to explain this. A declaration made previously cannot be assumed to be carried forward and Members must make all relevant declarations at the meetings they attend.

For openness and transparency this advice will be included within the minutes."

Councillor Stock declared a non-pecuniary interest in respect of item A.1 of the Report of the Leader of the Council insofar as he was a Director of the North Essex Garden Communities Ltd.

Councillor G V Guglielmi declared a non-pecuniary interest in respect of item A.1 of the Report of the Leader of the Council insofar as:

- (1) he was a Director of the North Essex Garden Communities Ltd;
- (2) he was Chairman of the Development and Regulation Committee at Essex County Council; and
- (3) he was a Director of Lawford Housing Enterprise Trust.

Later in the meeting, as set out under Minute 28 below, Councillor Honeywood declared a non-pecuniary interest in respect of item A.1 of the Report of the Leader of the Council insofar as he represented the Council on the John Gilders & Maskell Almshouses Trust.

24. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

The Leader of the Council (Councillor Stock) referred to the recent General Election and congratulated Councillor Watling on his election as the Member of Parliament for the Clacton Constituency. He also congratulated the Chief Executive and his Elections Team for their smooth running of the Count and commended the way in which the Candidates for the Election had conducted themselves.

25. ANNOUNCEMENTS BY CABINET MEMBERS

There were none on this occasion.

26. MATTERS REFERRED TO THE CABINET BY THE COUNCIL

There were no matters referred to the Cabinet by the Council on this occasion.

27. MATTERS REFERRED TO THE CABINET BY A COMMITTEE

There were no matters referred to the Cabinet by a Committee on this occasion.

28. LEADER OF THE COUNCIL'S ITEMS – A.1 – TENDRING DISTRICT COUNCIL PUBLICATION DRAFT LOCAL PLAN

Councillor Stock had earlier in the meeting declared a non-pecuniary interest in respect of item A.1 of the Report of the Leader of the Council insofar as he was a Director of the North Essex Garden Communities Ltd.

Councillor G V Guglielmi had earlier in the meeting declared a non-pecuniary interest in respect of item A.1 of the Report of the Leader of the Council insofar as:

- (1) he was a Director of the North Essex Garden Communities Ltd;
- (2) he was Chairman of the Development and Regulation Committee at Essex County Council; and
- (3) he was a Director of Lawford Housing Enterprise Trust.

Councillor Honeywood declared a non-pecuniary interest in respect of item A.1 of the Report of the Leader of the Council insofar as he was a Trustee of the John Gilders & Maskell Almshouses Trust.

There was submitted a comprehensive report of the Leader of the Council which invited Cabinet to consider and endorse the content of the Tendring District Council Publication Draft Local Plan and its Sustainability Appraisals for consultation and submission to Government. The Publication Draft Local Plan was attached as Appendix A; and the Sustainability Appraisals as Appendix B to that report. Those Appendices had also been considered by the Local Plan Committee at its meeting held on 12 June 2017. The Local Plan Committee Report, excluding its appendices was attached as Appendix C to the Leader of the Council's report.

Members were aware that the consultation documents, subject to agreement by the Local Plan Committee, would be recommended to Full Council for approval at its meeting to be held on 15 June 2017. Subject to those approvals, the documents would then go out to public consultation for a period of six weeks and Officers would then submit those consultation responses and relevant documents to the Government for the next stage of the plan making process.

Cabinet was aware that the Council was preparing a new Local Plan to guide future development in the Tendring District between now and 2033 and recognised that

having an up-to-date plan was critical for creating job opportunities, attracting investment for improved infrastructure, protecting the environment and ensuring that the new homes required to meet the needs of a growing population were built in the right locations and achieved good standards of quality and design. Without an up-to-date plan it would be more difficult for the Council to secure investment and protect the District from unplanned developments.

The Committee had before it an update sheet which informed it of alterations and/or additions in respect of the following:

- (i) Local Maps;
- (ii) Living Places;
- (iii) Sustainable Places;
- (iv) Protected Places; and
- (v) Healthy Places

Cabinet was informed that the Local Plan Committee, at its meeting held on 12 June 2017, had decided –

“that the Committee -

1. *(a) endorses the content of Section 1 of the Council’s Publication Draft Local Plan;*

(b) endorses the remaining chapters of Section 2 of the Council’s Publication Draft Local Plan, as set out in Appendix A and as amended by the Update Sheet which was circulated to Members on Friday 9 June 2017 and tabled at this meeting and including a full set of the Local Maps;

(c) endorses the amendments to those Chapters of Section 2 of the Council’s Publication Draft Local Plan already endorsed by Members at their meeting held on 20 April 2017 and as set out in the Update Sheet which was circulated to Members on Friday 9 June 2017 and tabled at this meeting;
2. *endorses the Sustainability Appraisals prepared by Place Services, as attached (and summarised) in Appendix C;*
3. *refers Section 1 and the remaining chapters of the Tendring District Council Publication Draft Local Plan, together with its decision on 20 April 2017, as amended by the Update Sheet which was circulated to Members on Friday 9 June 2017 and tabled at this meeting, to Cabinet as a complete document for consultation;*
4. *delegates authority to the Head of Planning Services, in consultation with the Chairman of the Local Plan Committee, to make minor administrative corrections and changes to the Publication Draft Local Plan; and*

Recommends to Council that:

5. *the content of the Tendring District Council Publication Draft Local Plan and Sustainability Appraisals be approved;*
6. *a six-week public consultation and engagement process on the Tendring District Council Publication Draft Local Plan and its Sustainability Appraisals be undertaken;*

7. *following said consultation and engagement, the Publication Draft Local Plan and Sustainability Appraisals, along with the representations received during the public consultation, be submitted to the Government's Secretary of State to appoint a Planning Inspector to hold an Examination in Public; and*
8. *Tendring District Council requests the Planning Inspector to recommend any changes to the Publication Draft Local Plan to make it sound."*

Having considered the information submitted and the advice of Officers contained within the report:

It was moved by Councillor Stock, seconded by Councillor G V Guglielmi and:

RESOLVED that Cabinet endorses the content of the Tendring District Council Publication Draft Local Plan (as amended by the content of the Update Sheet provided to Members of the Local Plan Committee and to Cabinet) and its Sustainability Appraisals, as attached at Appendices A and B to the Report of the Leader of the Council.

29. CABINET MEMBERS' ITEMS

There were none on this occasion.

30. MANAGEMENT TEAM ITEMS

There were none on this occasion.

31. EXCLUSION OF PRESS AND PUBLIC

It was moved by Councillor Stock, seconded by Councillor G V Guglielmi and:

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Item 12 on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraph(s) of Part 1 of Schedule 12A, as amended, of the Act.

32. EXEMPT MINUTE OF THE LAST MEETING HELD ON FRIDAY 26 MAY 2017

It was **RESOLVED** that the exempt minute of the last meeting of the Cabinet, held on Friday 26 May 2017, be approved as a correct record and signed by the Chairman.

DATE AND TIME OF NEXT SCHEDULED MEETING

The next scheduled meeting of the Cabinet was due to take place on Friday 16 June 2017 at 10.30 a.m. in the Essex Hall, Town Hall, Station Road, Clacton-on-Sea.

The meeting was declared closed at 10.49 a.m.

Chairman

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**MINUTES OF THE MEETING OF THE CABINET, HELD ON FRIDAY 16 JUNE 2017 AT
10.34 A.M. IN THE ESSEX HALL, TOWN HALL, CLACTON-ON-SEA**

PRESENT:

Councillor N R Stock OBE

Councillor G V Guglielmi

Councillor T M Ferguson

Councillor P B Honeywood

Councillor L A McWilliams

Councillor M J Talbot

Councillor N W Turner

PORTFOLIO:

Leader of the Council (Chairman) & Portfolio Holder for Planning and Regeneration

Deputy Leader of the Council & Portfolio Holder for Resources and Corporate Services

Portfolio Holder for Tourism and Leisure (except item 41 (part))

Portfolio Holder for Housing

Portfolio Holder for Leisure and Partnerships

Portfolio Holder for Environment

Portfolio Holder for Commercialisation, Seafronts and Parking

Group Leaders Present by Standing Invitation: Councillors J D Bray (Leader of the Independent Alliance Group) and I J Henderson (Leader of the Labour Group)

In Attendance: Chief Executive (Ian Davidson), Corporate Director (Corporate Services) (Martyn Knappett)(except items 42 – 48), Corporate Director (Operational Services) (Paul Price), Corporate Director (Planning and Regeneration)(Ewan Green), Head of Governance and Legal Services & Monitoring Officer (Lisa Hastings), Head of Finance, Revenues & Benefits (Richard Barrett), Head of People, Performance and Projects (Anastasia Simpson), Committee Services Manager (Ian Ford), Communications and Public Relations Manager (Nigel Brown), Senior Solicitor (Litigation and Governance)(Linda Trembath)(except items 42 (part) – 48) and Technical Officer (Andy Nepean)

33. WELCOME AND APOLOGIES FOR ABSENCE

The Leader of the Council welcomed Ewan Green who had recently been appointed to the post of Corporate Director (Planning and Regeneration) and was having an Induction Day. The Leader outlined to Cabinet Ewan's previous local government experience and informed Members that Ewan would formally start on 31 July 2017.

The Leader also placed on record his congratulations to Councillor Watling on his election as the Member of Parliament for the Clacton Constituency. Councillors I J Henderson and Bray both welcomed the fact that Councillor Watling, as a local resident had been elected as Clacton's MP.

Apologies for absence were submitted on behalf of Councillors J A Broderick (Leader of the Holland-on-Sea Residents' Group), M E Stephenson (Leader of the UKIP Group) and G F Watling MP (Cabinet Member without Portfolio).

34. DECLARATIONS OF INTEREST

There were none on this occasion.

35. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

There were none on this occasion.

36. ANNOUNCEMENTS BY CABINET MEMBERS**Fire at Grenfell Towers, West London**

The Housing Portfolio Holder (Councillor Honeywood) read out the following statement to Cabinet -

“Following the terrible events which are still unfolding in West London I would like to reassure Cabinet and the public that we are working with the Essex Fire Authority to undertake a thorough audit of all higher rise properties that we manage but are confident that we already have a systematic inspection regime in place to ensure the safety of all residents living in both high and low rise council properties. The fire service will initially be concentrating on blocks over 10 storeys in height and working down to 4 storey blocks, based on a risk matrix. We have a few 4 storey blocks and three 5 storey units in Walton, comprising two maisonettes and a single flat. I understand that the fire service has already visited the 5 storey flats yesterday to familiarise themselves prior to robustly checking the risk assessment – I am awaiting an update on this from my officers and the fire service.

Whilst it is too early to speculate about how the fire was able to spread so quickly and to such tragic consequences, many commentators are suggesting that the aluminium cladding system used at Grenfell Towers in some way contributed to its rapid spread.

I would like to reassure Cabinet that we have no such cladding systems in place at any of our properties, all cladding being concrete based.

An independent risk assessment was undertaken of all properties in 2009 and I have spoken to the Director covering this area of operation and whilst I am aware that records are updated as works are undertaken I have agreed that we will revisit this risk assessment as a belt and braces approach so as to provide the level of reassurance that our residents would want and deserve.

We have a few blocks of less than 4 storeys which are currently not covered by fire alarm systems and I understand that we are already putting a programme in place to ensure these blocks are reviewed as part of our overall review of the risk assessments.”

37. MATTERS REFERRED TO THE CABINET BY THE COUNCIL

There were no matters referred to the Cabinet by the Council on this occasion.

38. MATTERS REFERRED TO THE CABINET BY A COMMITTEE – REFERENCE FROM THE SERVICE DEVELOPMENT AND DELIVERY COMMITTEE – A.1 – DECLINE IN FLY TIPPING PERFORMANCE

Cabinet was informed that, at the meeting of the Service Development and Delivery Committee held on 3 April 2017, Members had been informed about the decline in fly tipping performance by the Council’s Head of Environmental Services (John Fox) and Street Scene Officer (Jon Hamlet).

The following areas were covered:

- (1) The varying levels of fly tipping – a black bin bag to a tipper load;
- (2) The Council’s target for clearing 90% of all reported fly tipping incidents within 72 hours;
- (3) Clearing carried out by Veolia, who the Council had a contract with;
- (4) Reasons why performance may vary;

- (5) Grouping of workload where possible to help performance;
- (6) Statistics;
- (7) Difficulties/issues experienced; and
- (8) Causes of delays.

The Committee had agreed that Cabinet be recommended to –

- (a) *the Service Development and Delivery Committee being concerned about the extent of fly-tipping, which is a criminal offence, around the District request Cabinet to investigate the extent of the Council's surveillance powers and the extent of the penalties the Council could expect to be imposed if a prosecution is successful; and*
- (b) *an analysis be undertaken to understand the cost of surveillance versus possible fines that could be imposed.*

The Cabinet had before it the following comments and recommendations of the Environment Portfolio Holder made in response to the recommendations of the Service Development and Delivery Committee (SDDC):

“COMMENTS:

“I thank SDDC for its recommendation.

Fly-tipping is the dumping of waste in or on any land without a licence or knowingly causing or permitting that waste to be dumped in such circumstances: it is a criminal offence.

On conviction in the Magistrates' Court an offender is liable to a term of imprisonment not exceeding 12 months, or a fine not exceeding £50,000, or both.

On conviction in the Crown Court an offender is liable to a term of imprisonment not exceeding 5 years, or an unlimited fine, or both.

Fixed penalty notices (FPN) can be issued to offenders. In issuing FPNs or prosecuting, the burden of proof is on the Authority issuing the FPN or prosecuting and, as these are criminal offences, the standard of proof is high and requires that the prosecution prove the case “beyond all reasonable doubt” or “so that you are sure”. Therefore, suitable evidence is necessary to prove the Council's case.

A power by constables or authorised officers of an enforcement authority to search and seize vehicles used in the fly-tipping is available following which there is a duty on the authority to deal with the seized property in accordance with the appropriate regulations.

Covert surveillance is carried out without the subject's knowledge that they are being watched, whereas overt surveillance is performed using devices that are visible and obvious, and with appropriate signs being displayed.

Covert surveillance falls in to two categories and is regularised by Regulation of Investigatory Powers Act 2000 (RIPA):

- (i) *intrusive surveillance which can only be carried out by the police or other law enforcement agency, e.g. HMRC; or*
- (ii) *directed surveillance which is covert but not intrusive and is undertaken for the purpose of a specific investigation or operation. Covert surveillance must be*

authorised, both internally and externally on application to a Magistrate, and must be for the purpose of investigating crimes which, for example, carry a term of imprisonment of 6 months or more. Surveillance for which authority is sought cannot be commenced until Judicial authority has been given.

Overt Surveillance falls outside of RIPA however, before undertaking the same, best practice advises that details of the surveillance operation are authorised and details of the investigation are recorded including expected duration, any premises, vehicles or equipment that may be used.

The Council has in place a Covert Surveillance Policy and Procedure Manual, adopted by Cabinet in 2015 and procedures in place to record and use overt surveillance.”

RECOMMENDATIONS TO CABINET

- (a) that SDDC be thanked for its recommendation; and*
- (b) to support the Portfolio Holder for Environment chairing an officer working group set up to identify fly-tipping hot spots, discuss proactive enforcement tools including use of overt surveillance, engagement with Town and Parish Councils and more publicity to raise awareness of the public’s responsibilities in arranging disposal of waste.”*

Having considered the recommendations of the Service Development and Delivery Committee and the comments and recommendations of the Environment Portfolio Holder:

It was moved by Councillor Talbot, seconded by Councillor Turner and:

RESOLVED that the recommendations of the Environment Portfolio Holder be approved.

39. MATTERS REFERRED TO THE CABINET BY A COMMITTEE – REFERENCE FROM THE SERVICE DEVELOPMENT AND DELIVERY COMMITTEE – A.2 – ESSEX COUNTY COUNCIL’S PROPOSED CONTRIBUTION TO THIS COUNCIL’S CLEAR-UP COSTS IN THE EVENT OF INCREASED FLY-TIPPING

Cabinet was informed that, at the meeting of the Service Development and Delivery Committee (SDDC) held on 3 April 2017, Members had been informed about Essex County Council’s (ECC) proposed contribution to this Council’s clear-up costs by the Council’s Head of Environmental Services (John Fox) and Street Scene Officer (Jon Hamlet), in the event of increased incidents of fly tipping as a consequence of their recent policy change at recycling centres.

SDDC had been informed that, as of November 2016, ECC had changed the rules at recycle centres which had resulted in business waste being refused and restrictions put in place and that there had been concerns that, as a result of this, there would be an increase in fly tipping in the District.

SDDC had also been informed that, at many of the recycling centres in the District, businesses had been dumping their waste when they should have been taking it to a site specifically set aside for disposal of business waste and paying for it.

Councillor Talbot, the Portfolio Holder for the Environment, informed the Committee that there was a verbal agreement in place that ECC would pay the cost of clearing up an increase in fly tipping if it should occur.

The Council's Street Scene Officer (Jon Hamlet) had informed SDDC that the Council had been monitoring the figures in relation to fly tipping and that at this early stage it was difficult to spot any differences in trend since the new rules had come into place. Mr Hamlet confirmed that the figures would be checked and monitored on a month-by-month basis.

The Committee had agreed that Cabinet be recommended to recognise that TDC's Environmental Services Team had a good working relationship with ECC.

The Cabinet had before it the following comment of the Environment Portfolio Holder made in response to the recommendation of the Service Development and Delivery Committee (SDDC):

“SDDC’s comment is welcomed and duly noted.”

Having considered the recommendation of the Service Development and Delivery Committee and the comment of the Environment Portfolio Holder:

It was moved by Councillor Talbot, seconded by Councillor G V Guglielmi and:

RESOLVED that the comment of the Environment Portfolio Holder be endorsed.

40. LEADER OF THE COUNCIL’S ITEMS

There were none on this occasion.

Cabinet Members’ Items – Report of the Portfolio Holder for Commercialisation, Seafronts and Parking

41. ADOPTION OF A PUBLIC CONVENIENCES STRATEGY FOR TENDRING – REVIEW OF PUBLIC CONVENIENCES (Report A.3)

There was submitted a report by the Portfolio Holder for Commercialisation, Seafronts and Parking (Report A.3), which sought Cabinet’s decision on -

- a) whether to adopt the Public Convenience Strategy for Tendring;
- b) whether to adopt proposals for the rationalisation and improvement of existing provision; and
- c) whether to delegate further details to Officers to facilitate the delivery of the foregoing.

It was reported that the overall vision of the Public Convenience Strategy for Tendring was to provide -

“Accessible, safe, high quality public conveniences for residents and visitors alike.”

Members were informed that the Strategy set out to deliver options for future service provision that supported:

- a thriving local tourism sector
- town centres and businesses
- healthy and active lifestyles of residents and particularly the most vulnerable
- crime reduction initiatives.

Cabinet was aware that a comprehensive review of existing public conveniences had been carried out by the Commercialisation Portfolio Holder's Working Party in October 2016. The recommendations of that working party support the Council's vision for community leadership and the proposed rationalisation of existing service provision would help secure future service improvements as outlined in the Public Convenience Strategy.

The working party's investigations and recommendations included suggestions previously put forward by other Council Committees, including the Service Development and Delivery Committee and the Corporate Management Committee.

Cabinet was informed that recommendations put forward in the report sought to:

- adopt a strategy for public conveniences in Tendring (Appendix A of the report);
- introduce the principle of charging for public conveniences as a basis for reinvesting in public conveniences;
- reduce annual revenue budgets by the agreed closure of facilities as listed in Appendix B of the report; and
- to gain further capital investment for the improvement of remaining facilities.

Cabinet was further advised that the proposals and recommendations in the report, if agreed, would deliver:

- £60,000 budget saving in 2017/ 2018 and £100,000 from 2019/2020 onwards;
- additional future income to the Council and additional savings over the longer term;
- a strategic approach to service provision that would support corporate priorities; and
- establish principles which could be used in considering the provision of facilities across the District as may be required given future budget pressures.

With the permission of the Leader, Mr Dan Casey, a resident of Jaywick, presented a petition objecting to the proposed closure of the public conveniences at Garden Road, Jaywick

Having considered the information submitted and the advice of Officers contained within the report:

It was moved by Councillor Turner, seconded by Councillor G V Guglielmi and:

RESOLVED that Cabinet notes the contents of the report and –

- (a) adopts the Public Convenience Strategy for Tendring, as attached as Appendix A to the report;
- (b) agrees the rationalisation of existing public convenience provision, as outlined in Appendix B to the report, including the demolition of identified buildings as well as selective refurbishment work of identified assets amounting to £0.070m as included in the 2017/2018 Capital Programme;
- (c) delegates authority to the Corporate Director (Operational Services) to undertake the necessary activities to facilitate and implement the proposals for rationalisation as outlined in Appendix B;
- (d) agrees that the Property Dealing Procedure be initiated for all other facilities identified for closure in line with existing policies;

- (e) that subject to (d) above, Cabinet notes that further reports may be brought forward to consider further refurbishment of remaining facilities in accordance with the Strategy;
- (f) agrees to introduce charging at the Rosemary Road, Clacton-on-Sea facility with the associated refurbishment work of up to £0.070m to be included in the Capital programme for 2017/18 funded from the Public Convenience Earmarked Reserve;
- (g) that subject to (f), delegates authority to the Corporate Director (Operational Services) to undertake the necessary activities to facilitate the refurbishment and introduction of charging at the Rosemary Road, Clacton-on-Sea facility including the level of charge to be on levied on the reopening of the site to reflect demand and the need to maximise income opportunities;
- (h) delegates authority to the Portfolio Holder for Commercialisation, Seafronts and Parking, in consultation with the Leader of the Council and the Corporate Director (Operational Services) to:
- close further public conveniences that do not meet the agreed strategic objectives such as may be highlighted through low usage, disrepair due to ageing infrastructure or anti-social behaviour;
 - review opening hours of facilities as a means of reducing the impact of crime and to support service budgets;
 - in addition to the Rosemary Road, Clacton-on-Sea Public Convenience, agree which further sites may charge including the fee charged and period of charging (such fees and charges will become incorporated within the Council's budgetary and reporting cycle);
 - select which sites are prioritised for major refurbishment;
 - enter into agreements with Town / Parish Councils, other groups or commercial organisations, where appropriate, in relation to the ongoing operation and / or maintenance of public conveniences; and
 - seek out and implement, where necessary, works to support other income streams from sponsorship, advertising and other sources.
- (i) notes the receipt of the petition submitted by Mr Dan Casey, a resident of Jaywick, objecting to the proposed closure of the public conveniences at Garden Road, Jaywick;
- (j) notes the history of the High Lighthouse, Harwich Public Conveniences reported to the meeting by Councillor I J Henderson; and
- (k) instructs Officers to undertake discussions with local residents and any other interested parties as to the possible transfer of the public conveniences at Garden Road, Jaywick.

Cabinet Members' Items – Report of the Portfolio Holder for Resources and Corporate Services

42. FINANCIAL OUTTURN 2016/17 (Report A.4)

There was submitted a report by the Portfolio Holder for Resources and Corporate Services (Report A.4), which provided Cabinet with an overview of the financial outturn for the year 2016/17 and sought Cabinet's approval for:

- Revenue and capital commitments to be carried forward to 2017/18;

- Funding of the 2016/17 General Fund and HRA Capital Programmes; and
- The reserves position at the end of 2016/17.

Having considered the information submitted:

It was moved by Councillor G V Guglielmi, seconded by Councillor Stock and:

RESOLVED that Cabinet -

- (a) notes the financial outturn position for 2016/17 as set out in item A.4 of the Report of the Resources and Corporate Services Portfolio Holder and its appendices;
- (b) approves the General Fund Revenue Commitments of £11.448m to be carried forward from 2016/17 to 2017/18 as set out in Appendix A of the above-mentioned report;
- (c) approves that the overall General Fund Outturn Variance of £1.434m be carried forward via the Revenue Commitments Reserve for further consideration as part of the Initial Financial Strategy for 2018/19 later in the year;
- (d) approves the financing of General Fund capital expenditure for 2016/17 as detailed in Appendix D of the aforementioned report;
- (e) approves the General Fund capital budgets of £10.907m to be carried forward from 2016/17 to 2017/18 and the associated carry forward of the revenue contribution to capital of £1.925m;
- (f) approves the movement in uncommitted and earmarked General Fund reserves for 2016/17 as set out in Appendix E to the aforesaid report;
- (g) in respect of the HRA, approves the movement on HRA balances for 2016/17 including any commitments set out within Appendices I and J along with recharges to the HRA from the General fund of £2.203m for the year and the financing of the HRA capital expenditure as set out in Appendix J to the above report;
- (h) delegates authority to the Council's Section 151 Officer, in consultation with the Resources and Corporate Services Portfolio Holder, to adjust the outturn position for 2016/17 along with any corresponding adjustment to earmarked reserves as a direct result of any recommendations made by the Council's External Auditor during the course of their audit activities relating to the Council's 2016/17 accounts; and
- (i) following additional flexibilities given to Local Authorities by the Government, agrees to planning fees being increased by 20% from 1 July 2017 with the necessary budget adjustments being made to reflect the increase in income and associated ring-fencing arrangements, and that further information is provided to a future Cabinet meeting as to how the additional income is to be used to improve the Planning Service.

43. PERFORMANCE REPORT – 2016/17 OUTTURN REPORT (Report A.5)

There was submitted a report by the Portfolio Holder for Resources and Corporate Services (Report A.5), which presented the Performance Report for the period 2016/17 Outturn.

Cabinet was aware that the Performance Report 2016/17 Outturn position set out the detailed actions and targets for the delivery of the Council's priorities throughout the year.

It was reported that three of the indicators and projects highlighted in the report were deemed 'non measurable' as the Council's role was that of 'influence' only. Of the 14 indicators and projects where performance was measured, 10 (71%) were on, or above, their expected target and 4 (29%) were not currently in line with the expected performance. Explanations of the performance and the supporting data were included under each topic in the report.

Cabinet was informed that this report had been submitted to the Corporate Management Committee at its meeting held on 15 May 2017.

Having considered the information provided:-

It was moved by Councillor G V Guglielmi, seconded by Councillor Turner and:-

RESOLVED that the contents of the report be noted.

44. TERMS FOR A NEW LEASE OF CLACTON FOOTBALL CLUB, RUSH GREEN ROAD, CLACTON-ON-SEA (Report A.6)

There was submitted a report by the Portfolio Holder for Resources and Corporate Services (Report A.6), which sought Cabinet's agreement, in principle, to the granting of a new lease of the Clacton Football Club site in Rush Green Road, Clacton-on-Sea.

It was reported that in 2004 an 84 year Lease had been granted to Total Project Limited in order to run a Football Club at the Rush Green site. In 2014 that company had been dissolved and a new Company set up, FC Clacton Community Society. The Lease had not been assigned from Total Project Limited to FC Clacton Community Society prior to the company being dissolved and the Lease had therefore come to an end.

In order for FC Clacton Community Society to continue to use this site, it was proposed by Officers to grant them a new 25 year Lease in accordance with the Heads of Terms set out in item B.1 of the Report of the Resources and Corporate Services Portfolio Holder.

Having considered the information submitted and the advice of Officers contained within the report:

It was moved by Councillor Stock, seconded by Councillor G V Guglielmi and:

RESOLVED that Cabinet approves, in principle, the granting of the lease of the Clacton Football Club site in Rush Green Road, Clacton-on-Sea to FC Clacton Community Society subject to its decision to be taken later in the meeting as to the terms of that lease.

45. MANAGEMENT TEAM ITEMS

There were none on this occasion.

46. EXCLUSION OF PRESS AND PUBLIC

It was moved by Councillor Stock, seconded by Councillor G V Guglielmi and:

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Item 15 on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraph(s) of Part 1 of Schedule 12A, as amended, of the Act.

47. REPORT OF THE RESOURCES AND CORPORATE SERVICES PORTFOLIO HOLDER – B.1 - TERMS FOR A NEW LEASE OF CLACTON FOOTBALL CLUB, RUSH GREEN ROAD, CLACTON-ON-SEA

RESOLVED that Cabinet

- (a) approves the terms proposed for the new 25 year Lease as set out in Appendix A to item B.1 of the Report of the Resources and Corporate Services Portfolio Holder; and
- (b) authorises the Corporate Director (Corporate Services) to enter into a lease of the Rush Green Football Ground to FC Clacton Community Society on the terms set out and such other terms as he sees fit.

DATE AND TIME OF NEXT SCHEDULED MEETING

The next scheduled meeting of the Cabinet was due to take place on Friday 14 July 2017 at 10.30 a.m. in the Essex Hall, Town Hall, Station Road, Clacton-on-Sea.

The meeting was declared closed at 12.04 p.m.

Chairman

Key Decision Required	No	In the Forward Plan	No
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CABINET

14 JULY 2017

REFERENCE REPORT FROM THE AUDIT COMMITTEE

A.1 CORPORATE RISK UPDATE

(Report prepared by Ian Ford)

BACKGROUND

At its meeting held on 22 June 2017 the Audit Committee the Head of Finance, Revenues & Benefits Services & Section 151 Officer (Richard Barrett) presented to the Committee a report on the Risk Management Framework and the updated Corporate Risk Register.

It was reported that, within the period under review, no new risks had been added to the register, no risks had been removed, or amended and there were no items that were currently under review. Risks had been amended in respect of –

- (1) 2c Community Leadership Projects;
- (2) 1a Failure to Effectively Manage Assets;
- (3) 1b Catastrophic IT Network Failure;
- (4) 1c Ineffective Communication / Management of Information;
- (5) 6a Loss of sensitive and/or personal data through Malicious Actions, Theft and/or Hacking;
- (6) 6c Disconnection from PCN Network; and
- (7) 9a Ineffective Emergency Planning.

The Committee was informed that although no changes had been identified as being required at this time, the Risk Management Framework was included at Appendix A to the report for information purposes only.

COMMITTEE RECOMMENDATIONS AND COMMENTS TO CABINET
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The Audit Committee **RESOLVED** that -

- (a) the contents of the updates provided to the current Risk Register be noted;
- (b) in the light of the Grenfell Tower in Kensington, London fire disaster, the Cabinet be requested to re-assess the Council's emergency plans for the evacuation and re-housing of residents in the event of a fire, flood or other major incident and ensure that the Council's financial reserves are adequate to cope with the aftermath over a number of months; and
- (c) the Cabinet be also requested to reassess the emergency arrangements for its own office buildings.

PORTFOLIO HOLDER'S COMMENTS AND RECOMMENDATIONS TO CABINET

<u>COMMENTS:</u>

It will be sometime until the official lessons identified in the response to the Grenfell Town incident are published.

However already there are some clear, early, indicators generally for local authorities to consider:

1. Early public liaison from the senior team within the Council
2. Regular, positive liaison between Council senior team and those affected
3. Management of donated, domestic equipment (bedding, chairs etc.)
4. Management of disaster appeal fund
5. Management of personal memorials, laying of flowers, publication of missing persons etc.
6. Opening and management of a Family and Friends Centre
7. Opening and management of Humanitarian Assistance Centre
8. Management of VIP visits
9. Management of media, opening of a media briefing centre – giving the media somewhere to go.
10. Access to money, when an individual has lost bank cards, bank details, I.D. etc.

Official reports of the incident are expected to filter through the Essex Resilience Forum and the Local Government Association etc.

However it is important to note the robust approach this Council already takes to Emergency Planning in general, including:

Managing short to medium term impact:

- The Council has good, tested Rest Centre procedures, enabling us to provide emergency accommodation to those who find themselves without shelter following an incident.
- Whilst at the Rest Centre, our Housing Options Team work closely with those who have “lost” their homes to access the most suitable alternative accommodation as quickly as possible.
- High Rise issue: The Council’s Building Services Team have already identified those multi-dwelling Council properties across the District with 3 or more floors
- On average there are approximately 13-20 Void council homes where work is being undertaken. This work could be FAST TRACKED in response to a major incident to make that property available for short term accommodation.
- On average there are approximately 20 Void council homes waiting allocation to new tenants, which could be utilised on a short term basis.
- There are a significant number of bedsits, sheltered units, caravan parks and hotel accommodation across the District that could be utilised.

Managing Longer term impact

- Securing medium to long term accommodation either from rebuilding or re-locating.
- Provision of mental health support
- Memorials and anniversaries

In December 2013 and January 2017 the Council successfully responded to the risk of a coastal surge affecting various coastal locations around the District. Evacuation centres, rest centres, emergency response centre, passenger transport, volunteers, Council staff, Emergency Services, social care support, voluntary sector support and mutual aid from other local authorities assisted in our response arrangements. Fortunately no inundation was experienced on either occasion, however we could have been looking at over 1000 people needing assistance.

The Council's Emergency Planning Service promotes the preparation of **Emergency Grab Bags**. This encourages households to prepare a bag containing "little things that could make a BIG difference" in the event of an evacuation, such as:

- Note book – containing useful phone numbers and documentation details, list of medication
- Pen
- First aid kit
- Torch
- Spare batteries
- Toiletries
- Puzzle book, novel or pack of cards to provide some entertainment
- Bottle of water
- Snack
- Spare jumper
- Spare mobile phone charger

The Emergency Planning team also hold a Community Resilience Workshop on a quarterly basis with Parish and Town Councils across the District to promote Emergency Preparedness and an annual meeting with the **Caravan Camping and Chalet Parks**.

From within its own staff, the Council currently has **37 Rest Centre Volunteers and 24 District Emergency Response Centre Volunteers**, all receive training on the Council's response arrangements. Contracts of Employment also include the expectation that staff may be required to provide support in an emergency response, during working hours.

In addition to the above, Strategic and Tactical training is also delivered on an annual basis.

In respect of the Council's own Office buildings, this will be a key feature of the office transformation project currently in progress.

The Council's Reserves are risk assessed as part of the Financial Strategy process. Although current reserves would support the Council in responding to an emergency in the short term whilst it applied for funding from the Government's emergency relief scheme, it is important to protect as much as possible the existing level of reserves to 'underwrite' the risks associated with an emergency planning response within the district.

RECOMMENDATIONS TO CABINET

It is **RECOMMENDED** to Cabinet that:-

It is recognised that this is an important issue which has been brought into sharp focus by the tragic events at Grenfell Tower. It is also recognised that the Council's standing emergency planning procedures are robust and it is proposed to include a session on the Council's Emergency Planning arrangements at a future All Member's Briefing.

Key Decision Required	No	In the Forward Plan	No
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CABINET

14 JULY 2017

REFERENCE REPORT FROM THE COMMUNITY LEADERSHIP AND PARTNERSHIPS COMMITTEE

A.2 EDUCATION UPDATE – CAREERS ADVICE

(Report prepared by Karen Neath and Katie Sullivan)

BACKGROUND

At the meeting of the Community Leadership and Partnerships Committee on 22 May 2017, Essex County Council's Employability and Skills Manager (Tracy Eve) was in attendance and gave the Committee a presentation on Careers Education and Information, Advice and Guidance in Schools. The presentation covered the following:-

- Statutory duty on Schools;
- Quality in careers standard;
- Tending Schools;
- Careers Advisors;
- Activity survey for year 11 leavers in Essex and Tending 2014-2016;
- Other employment and skills board activities to support CEIAG; and
- Other activities.

As part of the discussion, reference was made to the House of Commons Sub-Committee on Education, Skills and the Economy and their report on Careers Education, Information, Advice and Guidance.

COMMITTEE RECOMMENDATIONS AND COMMENTS TO CABINET

It was **RECOMMENDED to CABINET** that:

A letter be sent to the local MPs after 8 June 2017, to support the findings and recommendations of the House of Commons Sub-Committee on Education, Skills and the Economy contained in their report on Careers Education, Information, Advice and Guidance. In particular, that the recommendation that Ofsted have a greater role in assessing careers advice in schools be supported.

(An extract from the House of Commons Sub-Committee report referred to in the above recommendation is attached as Appendix A).

PORTFOLIO HOLDER'S COMMENTS AND RECOMMENDATIONS TO CABINET

It is **RECOMMENDED** that:-

A letter be sent to the local MPs after 8 June 2017, to support the findings and recommendations of the House of Commons Sub-Committee on Education, Skills and the Economy contained in their report on Careers Education, Information, Advice and Guidance and to seek the implementation of actions to deliver these. In particular, that the recommendation that Ofsted have a greater role in assessing careers advice in schools be supported.

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Conclusions and recommendations

Quality of careers advice in schools

1. It is three years since the Education Committee produced a Report raising serious concerns about the quality of careers information, advice and guidance in schools and yet provision remains patchy across England. We are very disappointed that careers advice and guidance is still poor in so many schools: the system has failed too many young people for far too long. The Government's careers strategy is urgently needed and must include immediate steps to ensure all young people have access to high quality information, advice and guidance. (Paragraph 15)

What should schools be doing?

2. An effective school careers programme should include a combination of impartial and independent advice and guidance, careers education embedded in the curriculum, and opportunities for students to engage with employers. We consider the Gatsby Foundation's eight benchmarks a useful statement of the careers provision to which all schools should be aspiring. The Government's policy objective should be to incentivise all schools to ensure their careers provision is brought up to a good standard and to hold them to account when they fail to do so. (Paragraph 19)

Incentivising schools

3. *We welcome the Government's intention to legislate to require schools to collaborate with training providers and look forward to seeing further details of how it will work in practice. We recommend that the Government set out robust mechanisms to ensure that the new law is well-publicised and properly enforced.* (Paragraph 23)

Ofsted

4. We welcome the increased emphasis Ofsted has placed on careers provision but agree with the Minister for Skills that it should be downgrading schools that do not provide effective information, advice and guidance. (Paragraph 26)
5. *We recommend that Ofsted introduce a specific judgment on careers information, advice and guidance for secondary schools, and set clear criteria for making these judgments. The Common Inspection Framework should be amended to make clear that a secondary school whose careers provision is judged as "requires improvement" or "inadequate" cannot be judged to be "outstanding" overall; likewise, a secondary school should be unable to receive an overall judgment of "good" if its careers provision is judged to be "inadequate".* (Paragraph 27)

Destination data

6. *We invite the Government, in its response, to set out a comprehensive plan for improving destination data, including the timescales for doing so. This plan should include steps to make the data available in a more timely way and to ensure that they*

cover a longer period of time, and give more details on how the data will draw on information held by other Government departments. The Government should also consider how best to present its destination data, to mitigate the risk that schools are judged primarily on the number of their students going onto higher education. (Paragraph 32)

Co-ordination

7. *We recommend that the Government, in its careers strategy, take steps to simplify the delivery of its careers policy at the national level. It should put a single Minister and a single Department in charge of co-ordinating careers provision for all ages, and set out how it plans to rationalise the number of Government-funded organisations delivering careers programmes. (Paragraph 44)*
8. *We recommend that all Government-funded careers initiatives, including the Jobcentre Plus support for schools scheme, be brought under the umbrella of the Careers & Enterprise Company. We further recommend that the Government consult on transferring responsibility for the National Careers Service from the Skills Funding Agency to the Careers & Enterprise Company. We also encourage the Careers & Enterprise Company to set out how, in addition to its existing programmes, it plans to support the provision of independent and impartial careers guidance in schools. (Paragraph 45)*

Quality standards

9. *We support the merger of the Quality in Careers and matrix Standards and recommend that the Government support the establishment and promotion of a single quality brand covering schools, colleges, careers services providers and careers websites, with appropriate criteria for the different types of organisation to meet. As part of this work, it should also encourage the bringing together of the 12 different awards recognised by the Quality in Careers Standard into a single award. (Paragraph 52)*
10. *We recommend that the Government, once the new quality brand is in place, amend statutory guidance to require all schools to work towards being accredited under this brand, and only to use careers services from organisations holding it. (Paragraph 53)*

The careers guidance profession

11. *We recommend that the Government statutory guidance is amended to require those delivering advice and guidance in schools to hold, at a minimum, a relevant level 6 qualification. (Paragraph 56)*

The labour market

12. *Investing in good quality careers advice can help to tackle the skills misalignment by making young people aware of the opportunities available in the job market and helping them to match these opportunities to their skills and interests. Failing to invest will only exacerbate the skills mismatch, which in turn will have a negative impact on the country's productivity. (Paragraph 60)*

13. In our view, accurate labour market information is vital to providing young people and their parents with guidance about available routes and salaries; it is also important to recognise the key role careers advisers play in helping young to understand this information and how the opportunities in the jobs market fit with their skills and aspirations. (Paragraph 61)
14. *The Committee is disappointed that the consistently high quality analysis and advice provided by the UK Commission on Employment and Skills (UKCES) is to be lost. We welcome the Government's commitment to continue operating the LMI for All dataset. We trust that the Department for Business, Innovation and Skills will build upon the good work of the UK Commission for Employment and Skills. We recommend that the Government set out in its response how it will ensure that LMI data published in future will match the high standards achieved by UKCES. We recommend that in its careers strategy, the Government set out its plans for further improving the quality and usefulness of the data.* (Paragraph 62)

Role and capacity of Local Enterprise Partnerships

15. *We recommend that the Government take steps to ensure that all Local Enterprise Partnerships have the capacity and are encouraged to provide up-to-date good quality labour market information to schools, college and careers professionals within their local area. The Careers & Enterprise Company could be charged with supporting LEPs to improve their data provision. Money saved by the rationalisation of national careers organisations we proposed earlier in this Report could be used to boost the capacity of LEPs for this and other roles in support of careers provision.* (Paragraph 65)

The role of employers

16. Employers have an important role to play in careers education but there have been longstanding challenges in building links between employers on the one hand and schools and colleges on the other. We welcome the Careers & Enterprise Company's work to overcome these challenges, in particular through its Enterprise Adviser scheme. It is important, however, that employer engagement is seen as a complement to, rather than a substitute for, impartial, independent careers advice and guidance. Young people who take part in employer engagement programmes should have the opportunity to reflect on their experiences with an impartial careers adviser. (Paragraph 72)
17. *We welcome the involvement of Local Enterprise Partnerships in the Enterprise Adviser scheme. We encourage all LEPs to play their full role in brokering links between employers and schools. We recommend that, for its part, the Careers & Enterprise Company ensure that the scheme leaves plenty of room for local flexibility and that it supports, rather than duplicates, any existing work being carried out by the LEP.* (Paragraph 73)

Work experience

18. *We recommend that the Government work with employers and schools to produce a plan to ensure that all students at Key Stage 4 have the opportunity to take part in meaningful work experience. It should also ensure that there are mechanisms in place to ensure that work experience is being effectively delivered through Key Stage 5 study plans. (Paragraph 79)*

Key Decision Required	No	In the Forward Plan	No
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CABINET

14 JULY 2017

REFERENCE REPORT FROM THE COMMUNITY LEADERSHIP AND PARTNERSHIPS COMMITTEE

A.3 EDUCATION UPDATE - TEACHER RECRUITMENT AND RETENTION

(Report prepared by Karen Neath and Katie Sullivan)

BACKGROUND

At the meeting of the Community Leadership and Partnerships Committee on 22 May 2017, Essex County Council's Lead Commissioner for SES Project Work (Graham Lancaster) was in attendance and gave the Committee a presentation on Teacher Recruitment and Retention. The presentation covered the following:-

- The National picture;
- Particular challenges in Essex;
- Retention strategies;
- Recruitment;
- What TDC may be able to do;
- The performance of Essex Schools; and
- Continuing priorities.

Mr Lancaster stressed that the one area where TDC could make a contribution towards teacher recruitment was in the provision of Key Worker Housing. The Council's Head of People, Performance and Projects (Anastasia Simpson) informed Members that the identification of Key Worker Housing was now included in the draft Local Plan.

COMMITTEE RECOMMENDATIONS AND COMMENTS TO CABINET

It was **AGREED** that **CABINET** be informed:

That the Committee would like to stress how important Key Worker Housing is and that the issues and concerns in relation to this should be treated as a key priority.

PORTFOLIO HOLDER'S COMMENTS AND RECOMMENDATIONS TO CABINET

It is **RECOMMENDED** that:-

Cabinet recognises the importance of key worker housing in support of teacher recruitment and also for other professions and asks officers to engage with the relevant agencies to support the delivery of key worker housing where possible.

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Key Decision Required	No	In the Forward Plan	No
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CABINET

14 JULY 2017

REFERENCE REPORT FROM THE CORPORATE MANAGEMENT COMMITTEE

A.4 CORPORATE BUDGET MONITORING – FINANCIAL OUTTURN 2016/17

(Report prepared by Ian Ford and Richard Barrett)

BACKGROUND

At its meeting held on 26 June 2017 the Corporate Management Committee considered the Financial Outturn Report that had previously been considered by the Cabinet at its meeting held on 16 June 2017.

In addition to the comments to Cabinet set out below, during the discussion of this item, and in response to Members' questions, the Head of Finance, Revenues and Benefits undertook to circulate to Members after the meeting the following –

- (i) a break down of the grants given to organisations under the Big Society scheme during the last financial year;
- (ii) a copy of the Officer report to Cabinet associated with the appointment of a Public Health specialist;
- (iii) a schedule of statutory and non-statutory duties undertaken by Local Authorities as prepared by the Department for Communities and Local Government as a useful reference for the future;
- (iv) an update against the various comments that the Committee made to Cabinet when it considered the Financial Strategy and Detailed Budgets for 2017/18 earlier in the year; and
- (v) in respect of the collection of housing rent performance, the comparative figure for 2015/16.

It was also agreed that Members' questions on the following matters would be put to the relevant Officers when they attended the next meeting of the Committee on 24 July 2017:

- (1) Fast Food Initiative Funded Projects;
- (2) Weekly Waste Collection Grant Funded Initiatives;
- (3) Men's Cycle Tour;
- (4) Health and Safety Review following Legionnaires issue at Frinton & Walton Pool;
- (5) Beach Economy; and
- (6) The proposed provision of new Beach Huts.

COMMITTEE RECOMMENDATIONS AND COMMENTS TO CABINET

The Corporate Management Committee **RESOLVED** that the following comments/recommendation be put to Cabinet, namely that -

- (a) the Committee supports the 20% in planning fees;

- (b) the Committee looks forward to receiving an update in due course on how this additional income will be used to improve the Planning service; and
- (c) the insurance claim monies from the Cloes Lane, Clacton-on-Sea, rebuild should be ring-fenced and used (with Section 106 monies) to 'buy back' a former Council dwelling lost under the 'right to buy' legislation.

PORTFOLIO HOLDER'S COMMENTS AND/OR RECOMMENDATIONS TO CABINET

RECOMMENDATIONS TO CABINET

In respect of points (a) and (b), the Committees comments are noted.

In respect of point (c), this will be treated as a capital receipt, with its future use considered within the wider financial framework.

Key Decision Required	No	In the Forward Plan	No
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CABINET

14 JULY 2017

REFERENCE REPORT FROM THE SERVICE DEVELOPMENT AND DELIVERY COMMITTEE

A.5 JAYWICK COMMUNITY RESOURCE CENTRE

(Report prepared by Mark Westall and Katie Sullivan)

BACKGROUND

At the Service Development and Delivery Committee meeting held on 31 May 2017 the Resources and Corporate Services Portfolio Holder (Councillor G V Guglielmi) who was in attendance, introduced the item to the Committee and gave an overview of the current situation regarding Community Halls owned by Tendring District Council (TDC).

The Council's Head of Property Services (Andy White) was in attendance and gave a verbal briefing to the Committee on Jaywick Community Resource Centre. He confirmed:

- The ownership of the land and Community Hall;
- That draft terms for the Lease of the Community Hall (which were subject to negotiation) had been sent to the Tenant and not a Lease Contract;
- How the 'CAROS' scheme worked; and
- That an assessment by experts had been carried out to establish the appropriate rental charge for Council owned Community Halls.

Sharon Corcoran, Councillor Watson and Councillor Raby were in attendance to represent the Jaywick Resource Centre Committee. The Chairman gave them the opportunity to address the Committee with their concerns.

Members raised questions on various issues throughout this item which were responded to by the Head of Property Services and the Resources and Corporate Services Portfolio Holder.

It was confirmed that:

The Resources and Corporate Services Portfolio Holder and the Council's Assets Team would offer to meet with the Jaywick Resource Centre Committee members on site before lease negotiations began;

- (1) The Resources and Corporate Services Portfolio Holder assured the Jaywick Resource Centre Committee members that Cabinet would take into consideration the special nature of the site during any negotiations;
- (2) Any public body that used the facility should be offering a financial consideration towards the upkeep of the Jaywick Resource Centre; and

- (3) The Jaywick Resource Centre Committee members should supply the requested financial documents to TDC Officers in advance of any negotiations.

COMMITTEE RECOMMENDATIONS AND COMMENTS TO CABINET

It was **RECOMMENDED** to Cabinet that:

- (a) Any future contract between TDC and the Tenant of the Jaywick Resource Centre includes the terms of the tenant's liabilities; and
- (b) Any outstanding repairs at the Jaywick Resources Centre are reported to the appropriate Officers at TDC and that the repairs are investigated and actioned as work schedules allow.

PORTFOLIO HOLDER'S COMMENTS AND RECOMMENDATIONS TO CABINET

COMMENT

I would like to thank the Committee for their time and consideration. I note the Committee's suggestion that any outstanding repairs are investigated and am sure that this will be actioned when officers hear from the tenants. I am also pleased to confirm that officers will seek to ensure that any new agreement on the use of the building will be fully clear on the rights and responsibilities of both parties.

RECOMMENDATION

It is recommended that the comments of the Portfolio Holder, as set out above, are agreed.

Key Decision Required	No	In the Forward Plan	No
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CABINET

14 JULY 2017

REFERENCE REPORT FROM THE SERVICE DEVELOPMENT AND DELIVERY COMMITTEE

A.6 CARELINE SERVICES PROVIDED AT BARNES HOUSE, PIER AVENUE, CLACTON-ON-SEA

(Report prepared by Mark Westall and Katie Sullivan)

BACKGROUND

At the Service Development and Delivery Committee meeting held on 31 May 2017, the Housing Portfolio Holder (Councillor Honeywood) introduced this item to the Committee.

The Council's Control Centre Service Development Manager (Claire Ellington) was in attendance and gave the Committee a presentation on the Council's Control Centre Services. The presentation covered the following:-

- Update on services;
- Growth over the last 7 years;
- Future risks and opportunities;
- Careline turning 30 years old;
- External Contracts;
- Statistics;
- Wristband Service;
- Key Safes;
- CCTV;
- Careline's involvement in Emergency Planning;
- Staff Training;
- Careline - TSA Platinum Accreditation for the third year running;
- Update on the 'Lifting' service; and
- Recruitment difficulties.

The Control Centre Service Development Manager informed the Committee that the Council had been successful with a Tender submitted to Rochford District Council for 'out of hours' work which had been confirmed by letter that day.

Members were then given the opportunity to ask questions.

Following discussion the Committee thanked the Control Centre Service Development Manager and all of her staff at the Control Centre for their hard work and particularly for the good work in winning external contracts.

COMMITTEE RECOMMENDATIONS AND COMMENTS TO CABINET

It was **RECOMMENDED** to Cabinet that:

That the Portfolio Holder for Leisure and Partnerships and relevant Officers should revisit results from a previous falls prevention project and meet with Officers at the NEE CCG in order that they should understand the value of funding a Local Authority Lifting Service,

building on past and current pilot projects and the lifting service offered by Tendring Careline

PORTFOLIO HOLDER'S COMMENTS AND RECOMMENDATIONS TO CABINET

COMMENT

I would like to thank SDDC for their comments on this service but as there is currently an evaluation of the operation and benefits which may derive from the Lifting service and given that it is still early days for the service, it is somewhat premature to suggest that we should advocating the value of the service when its value is still being assessed. Officers are in regular dialogue with the CCG and Ambulance service regarding this and other services and at present I am content to await the outcome of the evaluation of the live service before deciding on further actions.

RECOMMENDATION

That the comment of the Housing Portfolio Holder be noted.

Key Decision Required:	Yes	In the Forward Plan:	Yes
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CABINET

14 JULY 2017

REPORT OF HEAD OF COMMERCIALISATION, SEAFRONTS & PARKING PORTFOLIO HOLDER

A.7 PUBLIC REALM IMPROVEMENTS - MILLENNIUM SQUARE, WALTON-ON-THE-NAZE

(Report prepared by Ian Taylor)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To seek approvals for public realm improvements to the Millennium Square, Walton-on-the-Naze including funding from the Regeneration and Growth Budget.

EXECUTIVE SUMMARY

The Millennium Square located within the High Street Car Park, Walton-on-the-Naze was conceived and developed to provide a meeting place for visitors to the town centre and a focal point for events.

The original design and concept created a shared area of public space used primarily for car parking, but which could also be used for local events on an ad hoc basis but the reality is that the product compromised both and did not perfectly meet either of the ambitions.

The current proposal to address is:

- An enhanced and more attractive public area designed to encourage increased use of high quality public realm in the heart of the town centre.
- To provide options for year round outdoor market pitches or other uses of the public area that will also provide more effective year round use of the car parking area.

The specifications for construction, the preferred design and mood board of materials are attached to the report as Appendix A.

- Estimated costs for delivering this project is £90,000. Project costs can be reduced if required or met as outlined in the financial section of the report.

RECOMMENDATION(S)

That Cabinet notes the content of this report and -

- a) Approves the principle of public realm improvements to the Millennium Square Walton-on-the-Naze as outlined in appendix A.**
- b) Authorises the seeking of statutory or other consents and agreements as may be required.**

- c) Authorises a contribution of £50,000 towards delivery of the proposed scheme to be funded from the Regeneration and Growth budget.
- d) Requests that the Head of Public Realm completes design and costing of the project

And subject to a) to d) above -

- e) Authorises the Corporate Director (Operational Services) in consultation with the Portfolio Holder for Commercialisation and Portfolio Holder for Regeneration to invite tenders, enter into contracts or commission works by the Engineering Services Team in order to complete the project within the budget and approvals.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The Council's Corporate Plan puts community leadership through the delivery of high quality, affordable services at the heart of everything we do. The public realm improvements in this report will support the visitor as well as the local economy, promote local regeneration and make the most of Council assets. The recommendations if adopted will contribute to the following corporate priorities:

- Deliver high quality affordable services
- Local Regeneration
- Deliver a high quality living environment
- Make the most of our assets
- Effective partnership working

FINANCE, OTHER RESOURCES AND RISK

Finance and other resources

The contract value based on the current estimates is likely to be in the region of £150,000. Project costs could be reduced to nearer £90,000 by:

- reviewing the overall size and features of the area of public realm to be constructed;
- using skilled labour from in-house services for groundworks, construction and landscaping.

The cost of materials and incidentals associated with enhancing the public area adjacent to the car park is estimated at £50,000.

The Millennium Square area of the car park and infrastructure associated with the car park such as the car park surface, re lining, exterior seating, signage and some landscaping requires repair and refurbishment due to age and wear and tear. The estimated cost of these works is £40,000.

It is proposed to undertake much needed car park improvements including an enhanced pedestrian entrance from the High Street at the same time as the improvements to the public realm area to deliver useful economies of scale to help meet project costs

Car park maintenance budgets	£40,000
Regeneration and growth contribution	£50,000

The contribution from the regeneration and growth budget will ensure project costs associated with the improved public realm area are met.

A further contribution towards the cost of the work from the DCLG grant awarded to all bidders for the Portas Pilot Town / Town Team Partner bids in 2012 is under consideration between the local Town Council and the Walton Forum. The most likely agreed use for the grant would be to part fund the temporary cover and electricity supply for market stalls.

Risk

There is a perceived risk of loss of car parking revenue associated with the permanent removal of car parking spaces within the current shared space area of the Millennium Square.

However, the car park is not parked to capacity year round and therefore no loss of income is anticipated.

The occasions when the car park is at capacity are primarily during the peak summer season when visitors are able to park elsewhere in Walton-on-the-Naze. Any reduction in car parking revenue from one car park site on these days will be offset by increased revenue on other car parks.

In addition it will be possible to generate direct revenue from hiring the public area on one off occasions and for more permanent or semi-permanent licensable activities.

Other economic benefits are anticipated in terms of increased footfall to the local High Street and longer visiting time within the town centre which in turn serve to support the local economy.

LEGAL

In coming to decisions in relation to management of assets, the Council must act in accordance with its statutory duties and responsibilities. Under case law following Section 120 of Local Government Act 1972, the Council is obliged to ensure that the management of its assets are for the benefit of the district. The current lease for the market provides for the potential for the tenant, Frinton and Walton Town Council to occupy the whole site each Thursday, on Bank holidays and on up to 28 other days per year (by agreement), subject to:

- Paying £7,300 per year,
- Tending District Council using any left-over space for parking,
- The District Council being able to place a Christmas tree and certain other items as long as they don't interfere with the market

Other conditions not directly bearing on the matter at hand

The lease is not secure under the 1954 Act and ends on 31 March 2018.

The lease terms could be waived or varied with agreement from the Frinton and Walton Town Council or the District Council could wait for the lease to terminate by expiry of the term in a few months.

The proposal adds to rather than detracts from the attractiveness of the current arrangement which should resolve some technical issues. The revised area will be available for use continuously. Discussions on renewal or termination are now due and it may be prudent to consider with Head of Property Services details of the lease and how we could amend it to highlight benefits to both the District and Town Councils.

The land is subject to a restrictive covenant from 1979 which prohibits use for entertainments or any activity that might be a nuisance. The dominant land is the then vicarage. It has not yet been determined whether the dominant property remains in the same ownership or if the current owners would wish to enforce or waive the restriction insofar as it may affect the proposals for the enhanced public area. It may be more appropriate to secure title indemnity than seek agreement with an unknown owner on unknown terms to hold unknown events.

All planning applications made by the Council or on its land must be authorised by decision, this report and recommendations, if approved, provide the authority for a planning application to be submitted under the Town and Country Planning Act 1990 if required.

OTHER IMPLICATIONS

Consideration has been given to the implications of the recommendations proposed and any significant issues are set out below.

The proposals, if agreed, will support the Council's vision to put community leadership at the heart of everything it does, supporting the improvement of town centres, seafronts and Council assets in line with tourism and inward investment strategies and policies helping to reduce ongoing revenue budgets while delivering key services.

Consultation/Public Engagement – The proposal has been consulted upon extensively with local ward members, Frinton and Walton Town Council and the Walton Forum. The proposal if agreed will raise the profile of the Walton-on-the-Naze both within the District and outside.

Crime and Disorder – Improving assets is part of a wider strategy to combat anti-social behaviour by improving the appearance of public realm, generating increased community pride, awareness and responsibility for our District. There is a correlation between neat well managed assets and lower crime.

Equality and Diversity / Health Inequalities

Improvements to public realm will always consider enhanced accessibility. Attractive public realm offering improved accessibility, a wider range of uses and facilities will encourage local people to visit longer and to go out more which in turn have a positive effect on health and well-being particularly for the most vulnerable.

Area or Ward affected – Walton

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The process of considering projects likely to benefit the local community in the run up towards the millennium in 2000 identified the absence of a focal point for outdoor community activities in Walton-on-the-Naze in or close to the town centre, such as Christmas late night shopping, a place of assembly for Remembrance Day parades, the local carnival, charitable fund raising and other activities.

As a consequence, the idea of a town square (later named the Millennium Square) was

devised and developed by utilising one end of the High Street car park, agreed as most central and beneficial to local business and community organisations. The square was intended to remain primarily for car parking, but could be closed for events as and when required.

Highway enhancements scheduled at this time improved the pavements and carriageway in the High Street and both projects were completed at the time of the millennium in 2000.

CURRENT POSITION

Whilst the surrounding High Street and pavements in Walton-on-the-Naze have remained in relatively good condition, the infrastructure associated with the Millennium Square area of the car park requires refurbishment.

The need to refurbish the Millennium Square and to make safe areas of concern in the forecourt area has afforded an opportunity for the Council to consider how best to redesign the square to maximum effect in terms of supporting the local High Street and regenerating the wider visitor economy of the area.

At present the Millennium Square which occupies one end of the High Street car park can only be used for local events if pre booked and the end of the car park is closed for parking.

Without use of the square, the linear nature of the High Street combined with narrow pavements does not make it easy for pedestrians to assemble and therefore to encourage visitors to remain for any length of time close to the local shops and businesses.

The current intended primary use of the square for car parking does not maximise potential benefits which could arise from a permanent area of public open space.

THE PROPOSAL AND WAY AHEAD

The Council considered ideas and indicative costs for the re design of the Millennium Square Walton-on-the-Naze and consulted local community organisations including the Town Council.

The detailed proposal which provided the best value option is attached to this report as Appendix A.

The principles in the design proposal are to:

1. Provide year round public open space with attractive seating, landscaping and lighting thereby encouraging visitors to remain in the town for longer thereby stimulating the local economy.
2. Provide year round space to accommodate the outdoor market for a significant part of the year without a requirement to alter public parking arrangements.
3. Enable the current outdoor market to increase its days of operation without affecting parking arrangements.
4. Provide year round space capable of generating additional income by means of events and / or other licensable activities.
5. Provide covered shelter and electricity as required for the market and other events further increasing the potential to generate income and to stimulate the local High Street economy.
6. Re design and undertake essential repairs and refurbishment of the Millennium Square to visually improve the overall appearance and practical use of the site,

reducing crime and anti-social behaviour, encouraging increased visitors particularly the most vulnerable such as the elderly and people with physical disabilities.

7. Demonstrate options for further improvements to the site such as public display screens, open air theatre / cinema / live performance to encourage additional visitors and for shoppers to stay longer.

The design requires the removal of three large trees at the High Street end of the Millennium Square which are not suitable for a town centre location. These trees are not in the best condition and detract from the overall attractiveness of the area. Their removal will open the site, creating an impression of space and light and will enable the introduction of a visual entrance to the square from the High Street. The current design proposes to utilise the existing centre piece of the Millennium Square to create a new entrance archway.

New planting will considerably exceed existing tree provision and will provide a greater number of new, visually attractive and appropriate trees for a public area of this scale. The square will have additional lighting for the purpose of enhancing the landscape design and to provide improved year round use.

The new permanent year round public area will result in a reduction in parking capacity from 108 to approximately 98 vehicles. However the car park is not used to capacity other than during peak summer months when alternative car parking available elsewhere throughout the town is able to accommodate additional numbers of vehicles.

The effect of the small reduction in parking spaces in the Millennium Square will not be loss of revenue, but a requirement for some car park users to walk a little further from vehicle to the High Street.

The space available to the market will be substantially smaller but provided with cover and dedicated power supply. This will lead to a reduction in rent but this could be offset by other income streams. The improvement of the car park combined with the introduction of new, high quality public realm in the heart of the High Street may help generate additional income both directly from new licenced concessions and indirectly by anticipated increased footfall in the surrounding shops.

Improved quality public realm generates positive attitudes towards areas and helps deliver economic growth as well as improved visitor numbers either from tourism or from local residents.

CONCLUSION

Increased housing development in the immediate area, increasing numbers of holidays taken in the UK including weekend as well as day trips affords a genuine opportunity for Walton High Street to find ways to encourage and attract new business.

This proposal will help provide a year round stimulus for local businesses as well as a means to enhance the summer visitor economy, complimenting and building on other public realm improvements to the Walton area.

A relatively low level investment in the regeneration of this important part of the High Street will enhance and improve the quality of life of residents as well helping to shape future investment in the local High Street and wider visitor economy of the area.

Attractive, high quality public realm not only enables businesses and the local community

to take pride in their own town centre, but the space if used in a range of different ways can help to increase footfall, thus supporting the vitality and future viability of the town.

Public realm space offers many benefits ranging from simple feel good factors arising from a busy street scene, but also general therapeutic qualities during quieter periods encouraging people to leave their homes and to visit the town, staying longer and extending community involvement in the town centre. This has a disproportionate benefit to the most vulnerable including the elderly, lonely, or those often housebound for a variety of reasons.

Public events help create and sustain community spirit and cohesion as well as provide opportunities for increasing revenue to local businesses and the local authority.

All of these ideas and uses for improved public realm have important benefits in creating attachments to the town centre which is often at the heart of any growing community.

The original concept for the Millennium Square was a proven success and the new proposed improvements will build on that success helping to promote Walton-on-the-Naze and the wider District and most importantly of all help generate direct income to the District Council from managed events and licensable activities and income to local businesses by encouraging more visitors and longer staying in the town centre..

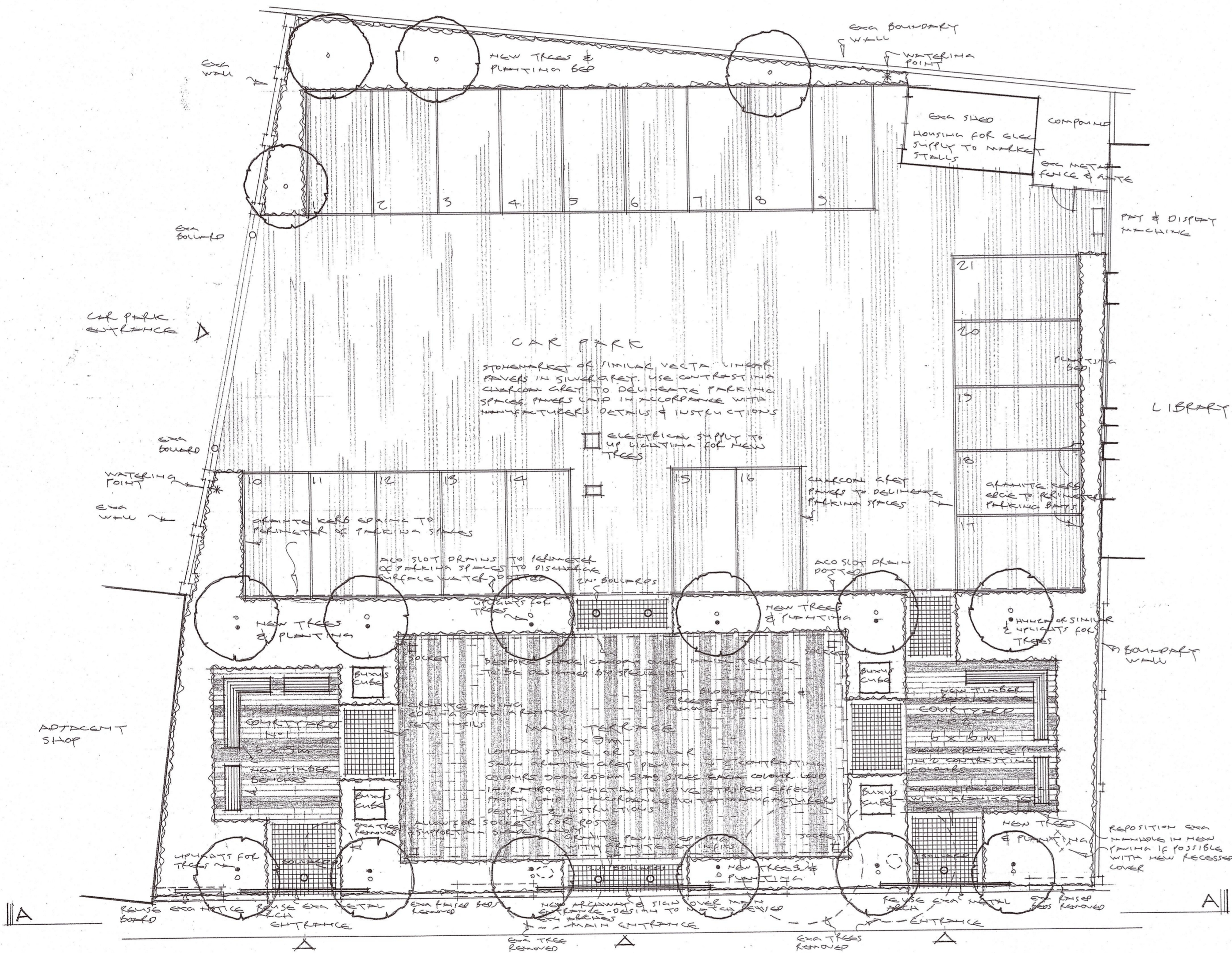
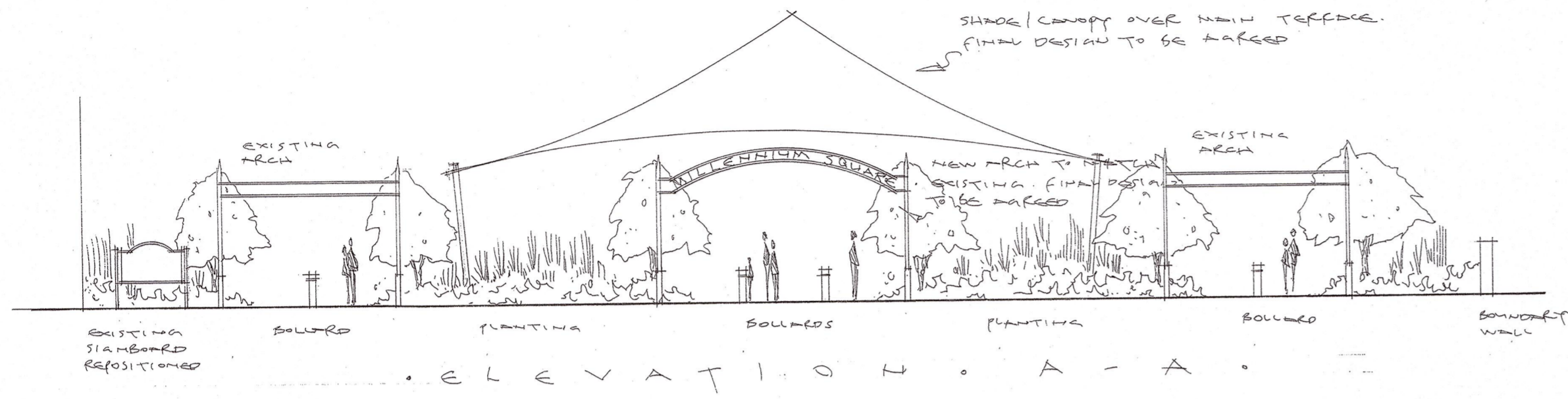
BACKGROUND PAPERS FOR THE DECISION

None

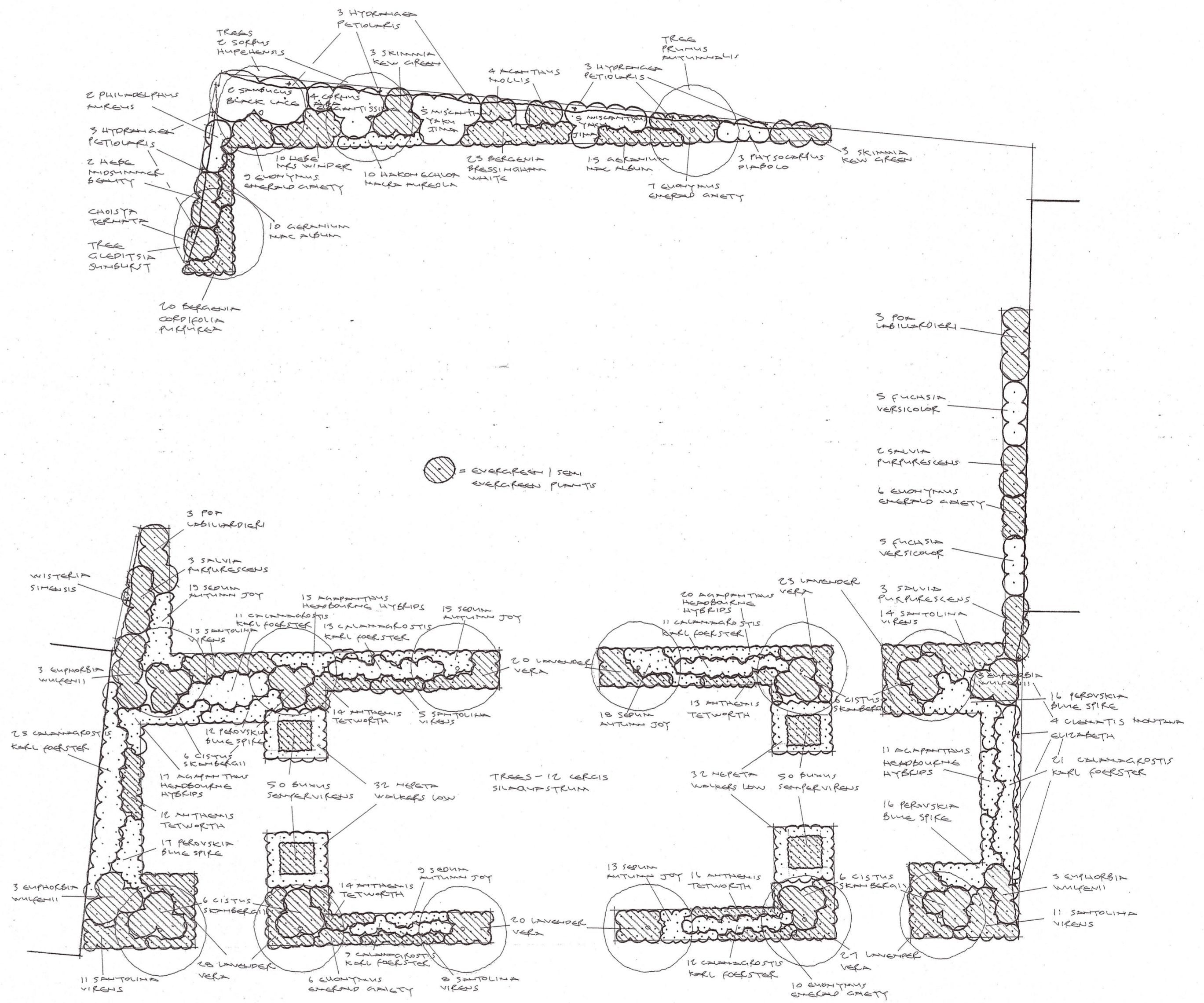
APPENDICES

Appendices A1 and A2 - Details of the Town Square design proposals.

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PROPOSED LAYOUT PLAN



PROPOSED PLANTING PLAN

PROPOSED LANDSCAPE DESIGN PLANS
 FOR MILLENNIUM SQUARE
 HIGH STREET
 WALTON ON THE MAZE
 ESSEX
 FOR TENDRING DISTRICT COUNCIL
 SCALE 1:100
 DATE MAY 2015
 DRAWING NO 02

PAUL BAINES MScD
 GARDEN DESIGNER
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Millennium Square, High Street, Walton on the Naze

Mood Board



London Stone Granite Paving



Stonemarket Vecta Drive Paving



Granite Setts



Timber Seats



Timber Seats



Timber Bollards with Lights



Up Lighting of Trees



Agapanthus Headbourne Hybrids



Euphorbia wulfenii



Euonymus Emerald Gaiety



Nepeta Walkers Low



Sedum Autumn Joy



Calamagrostis Karl Foerster



Santolina virens



Perovskia Blue Spire



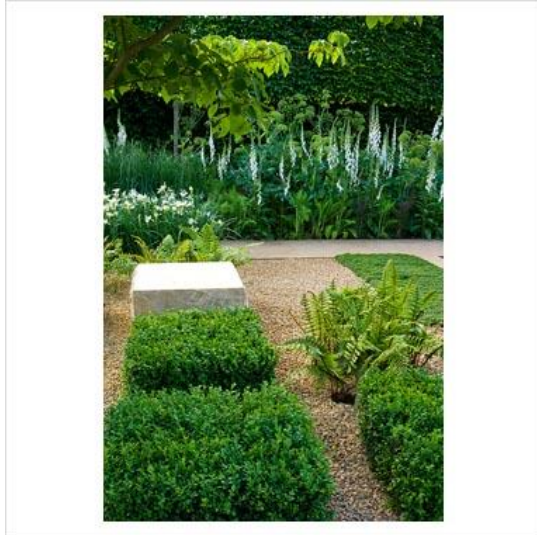
Cistus x skanbergii



Lavender Vera



Anthemis Tetworth



Buxus Cubes



Trees – *Cersis silaquastrum*



Rectangular Shade Canopy

Key Decision Required:	No	In the Forward Plan:	No
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CABINET

14 JULY 2017

REPORT OF LEISURE AND PARTNERSHIPS PORTFOLIO HOLDER

A.8 UPDATE ON COMMUNITY PROJECTS – EDUCATION, HEALTH AND WELLBEING

(Report prepared by Rebecca Morton, Anastasia Simpson, John Fox and Cassie Barrett)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To provide an update on community projects relating to education, health and wellbeing and to ask Cabinet to endorse those projects.

EXECUTIVE SUMMARY

- The Council's Corporate Plan 2016-2020 puts Community Leadership at the heart of everything we do across the Council and within this context a number of projects are being undertaken to support the education, health and wellbeing agendas across the District.
- The Council has a track record of assisting and working with partners and has already supporting improvements in the areas of education, health and wellbeing.
- Current specific projects in relation to education are formed around the following:-
 - Teacher Recruitment & Retention
 - TeachFirst
 - North Essex Teacher Training (previously Tendring Hundred Primary SCITT – School Centred Initial Teacher Training)
 - Key Worker Housing
 - IntoUniversity
 - Wellbeing Hub pilot – Great Bentley Primary School
 - Memorandum of Understandings with local universities - Anglia Ruskin and Essex University
 - School places
- Current specific projects in relation to health are formed around the following:-
 - Public Health Improvement Coordinator
 - Making Every Contact Count (MECC)
 - Breastfeeding Welcome Scheme
 - Clacton Seafront parkrun
 - livewell branding / livewell Tendring
 - Housing and Health
 - Public Health Officer's Group (PHOG)
 - Outdoor gym, Cliff Park, Harwich
- The projects identified above will continue to form the subject of regular updates to the Portfolio Holder and at Member Briefing Sessions.

- Engagement in these areas is supplemented by the work of the Community Leadership and Partnerships Committee which provides overview and scrutiny of these sectors as part of its work programme.

RECOMMENDATION(S)

It is recommended that:-

- a) Cabinet endorses the listed projects as those which will continue to be delivered in 2017/18 in support of the Corporate Plan priorities;
- b) the currently identified health and education related projects are monitored through the Council's Performance Plan together with future projects agreed with the Portfolio Holder.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The Council's Corporate Plan 2016-2020 puts Community Leadership at the heart of everything we do, and within that has a focus on education and health through the following priorities:-

- Facilitate improved qualification and skills attainment
- Enable better job prospects
- Promote healthier lifestyles and wellbeing
- Support improved community health

FINANCE, OTHER RESOURCES AND RISK

Finance and other resources

Most of the projects identified rely on the input of officer time to make them work. Specific funding of £6,000 has been allocated from Public Health Grant Funding Budget for a Junior parkrun in Clacton and Harwich as well as £10,000 towards an Outdoor gym in Cliff Park, Harwich. Costs associated with supporting these projects are minimal and have been met from existing budgets.

Risk

There is a limited risk that projects may fail. However, robust project management and good partnership working help to mitigate this.

LEGAL

It is recognised that Tendring District Council does not have specific powers in relation to education, health and wellbeing but through its Community Leadership role it does engage with partners in supporting and influencing improvements in relation to both these areas.

OTHER IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder / Equality and Diversity / Health Inequalities / Area or Ward affected / Consultation/Public Engagement.

There are no direct implications in respect of the above areas.

PART 3 – SUPPORTING INFORMATION

BACKGROUND AND CURRENT POSITION

The Council's Corporate Plan 2016-2020 puts Community Leadership at the heart of everything we do and within this context a number of projects are being undertaken to support the education and health agendas across the District.

Education

A priority has been to ensure that partnership working continues to be effective and that the Council continues to provide support, encouragement and commitment to working collaboratively with schools to improve attainment levels and raise aspirations and opportunities for children and young people across the District.

The work being undertaken to support the Education agenda also follows the Essex Children and Young People's Strategic Plan 2016, which includes ensuring that children are emotionally healthy, have positive futures and have access to good quality education, training and work opportunities. As of May 2017, 88% of schools in Tendring are now rated good or outstanding.

Health

Health and Wellbeing became a statutory responsibility for upper tier and unitary authorities in local government from April 2013. However, District Councils play a vital role in the Health and Wellbeing agenda and in Tendring it was agreed that a local Health and Wellbeing Board would be beneficial in bringing together stakeholders in an attempt to share knowledge and join up healthcare provision for the benefit of our residents. The Board has established the priorities for the Tendring District which are Mental Health, Long Term Conditions and Obesity. The local Health and Wellbeing Board has representation from the North East Essex Clinical Commissioning Group (CCG) and Head Commissioner for Public Health and Wellbeing and more recently from Colchester Community Voluntary Services. Closer working with Colchester Borough Council has resulted in a shared recruitment of Public Health Improvement Co-ordinators and regular attendance at our local Health and Wellbeing Board over the last year.

PROJECTS AND PRIORITIES

The following sets out details of specific projects which are being undertaken, in partnership, to support the education and health agendas within the District.

EDUCATION

Teacher Recruitment & Retention

Teacher recruitment and retention continues to be a high priority for schools nationally and within Tendring.

Teach First is a national organisation that operates both as a training provider and recruitment agency and the authority has been working with schools and Teach First to encourage them to place teachers and work more closely with schools in the Tendring area.

Since September 2016, 9 teachers have been placed by TeachFirst In Tendring, four in secondary schools and five in primary. TeachFirst are very pleased with the placements to date and considerable care and focus has been placed on the "fit" between the students and the schools.

North Essex Teacher Training – is an organisation which supports schools in the district with the recruitment of students into teacher training. The Executive Projects Officer

attended a recent meeting to discuss how the authority could support their recruitment process for teacher training, primarily through marketing and promotion including:-

- attendance at the Air Show
- promotion of vacancies on TDC website/Intranet
- opportunity to host meetings at the Town Hall
- stand at the TDC Job and Career's Event
- links to other local organisations to promote further

North Essex Teacher Training will be attending the Tendring Job & Careers Fair on 3rd October 2017.

Key Worker Housing – key worker housing including teacher accommodation has been cited as the main priority and recruitment incentive that can be offered to attract and retain teachers by the Essex County Council Lead Commissioner for SES project work. As a result of this, work has been undertaken by the Executive Projects Officer and relevant TDC Officers to ensure Key Worker Housing is now included within the Local Plan. Officers continue to engage with relevant agencies to support the delivery of key work housing where possible.

IntoUniversity – IntoUniversity and Anglia Ruskin University have recently formed a partnership to launch a new Learning Centre in Tendring to serve at least 900 children and young people. The joint investment of 1.2 million for the new centre will ensure that the project can run for at least 5 years. IntoUniversity offers long term support to young people, and to date no centre that has been opened has subsequently closed.

This joint initiative is an excellent example of community leadership and partnership working, and Anglia Ruskin University supporting Tendring directly to enhance educational standards and aspirations. Work is progressing well, the Executive Projects Officer and Head of Performance & Projects have provided support to IntoUniversity in providing relevant data and with their search for appropriate accommodation in the area. They have now secured a site within Clacton and recruited a Team Leader for the Learning Centre which is due to open in September 2017.

- **Wellbeing Hub**

Mental health affects all aspects of a child's development including cognitive abilities, social skills and emotional wellbeing. Building emotional resilience is essential and with good mental health children are able to deal with stress, difficult times and are able to learn better, do better at school and enjoy more. The Council has a role and commitment to supporting schools to raise attainment levels across the District and supporting the mental health and wellbeing agenda within schools which has a direct link to improved pupil performance and attainment levels.

Within Tendring, one of the Cluster Lead Head teachers at Great Bentley Primary School has set up a Wellbeing Hub pilot within her school. To support this project the Executive Projects Officer attended the Instructor training for Youth Mental First Aid, provided by Mental Health First Aid England www.mhfaengland.org.uk and following successful completion of this, in January 2017 delivered the training to the staff at Gt Bentley Primary School.

The Hub launched in April 2017 and operates as an after school facility. As well as the delivery of the Youth Mental Health First Aid training, the Executive Projects Officer has/will continue to support the school in the promotion of the Hub across relevant organisations

including key Officers at Essex County Council, Virgin Healthcare - Tendring school nurses, local primary schools, libraries and supermarkets. The Executive Projects Officer also supported the promotion of the Hub at a Wellbeing Event in May at FirstSite in Colchester.

The pilot will be evaluated at the end of the summer term through EWMHS (Emotional Wellbeing and Mental Health Services, Southend, Essex and Thurrock). It is the intention to cascade the Wellbeing Hub model and training through the clusters, to enable other schools across Tendring to have the skills and training to be able to facilitate their own individual school Wellbeing Hubs. It is planned that the Head Teacher of Gt Bentley School and the Executive Projects Officer will present at a future meeting of the Health & Wellbeing Board and Community Leadership and Partnerships Committee.

- **Memorandum of Understanding (MOU) – Anglia Ruskin University**

Memorandums of Understandings are currently in place with the University of Essex and Anglia Ruskin University.

The MOU with Anglia Ruskin was renewed in June 2017. Following consultation with Officers at Essex County Council and members of the Community Leadership & Partnership Committee a revised draft of this three year agreement was signed by all partners by the end of June.

A representative from Anglia Ruskin University attended a meeting of the Tendring Education Improvement Group to discuss and agree ideas of how the University could support the primary schools and agree directly with Cluster Headteachers the priorities and actions going forward. Consequently visits have been organised by a number of schools with the aim of raising aspirations. The University of Essex also provided a very informative update at a Members Briefing in March.

- **School Places**

At a recent meeting of the Community Leadership & Partnership Committee, the School Organisation Officer, Essex County Council presented and explained the new ECC, 10 Year Plan regarding school places with a focus and opportunity to discuss the implications for Tendring. Officer's from Essex County Council also offered to provide members with a more in-depth workshop to explain how pupil place forecasting is undertaken.

In summary, the Plan shows that some areas are forecast to require additional school places e.g. Clacton (possibly a further 63 Reception places by 2025/26) and other areas e.g. Manningtree will still have a potential small surplus of places in 2025/26. The forecasters use a variety of sources of information to prepare the data and the School Organisation Officer's role is to work with schools and other partners to ensure that there are sufficient school places within Tendring and Colchester for both Primary and Secondary admissions.

The Next Challenges for Education

- To sustain the percentage of good and outstanding schools
- To build capacity in schools through working together e.g. joint recruitment campaigns, sharing good practice and resources, working collaboratively and holding each other to account
- To recruit and retain our current head teachers and teachers
- To encourage more teachers to relocate and take up positions within Tendring schools

HEALTH

Health and Wellbeing Projects

- Public Health Improvement Co-ordinator
- Making Every Contact Count (MECC)
- Breastfeeding Welcome Scheme
- Clacton Seafront parkrun
- livewell branding / livewell Tendring
- Housing and Health
- Public Health Officer's Group (PHOG)
- Outdoor gym, Cliff Park, Harwich

Public Health Improvement Coordinator

In April 2013, responsibility for Public Health passed from the health sector (PCT) back to Local Government. In order to support public health initiatives at a District/Borough level, Essex County Council (ECC) provided Public Health Grant Funding to each District and Borough Council across Essex (excluding unitary authorities), along with funding for a Public Health Improvement Coordinator post.

Originally ECC allocated funding for a joint North East Essex post, however, Tendring District Council and Colchester Borough Council worked together to part fund the resource, allowing for a full-time Coordinator in both Tendring and Colchester. ECC supported this on the provision that the Tendring and Colchester Coordinators work closely to provide public health initiatives across North East Essex where appropriate. The Coordinators also spend one day a month collaborating with the ECC Public Health Team.

Making Every Contact Count (MECC)

Background

In the UK today, there is a significant problem with people leading unhealthy lifestyles that can have serious consequences leading to an increased risk of life limiting conditions and disease both in the short and long term. The effects of which can be dramatic for the individual and their families and also in terms of the financial costs to our wider society.

There is an abundance of evidence to suggest that improving diet, increasing physical activity, stopping smoking, reducing alcohol consumption and improving mental wellbeing can significantly help to reduce people's risk of poor health.

MECC is a 'whole systems' approach to behaviour change that utilises the large number of day to day interactions that staff have with the public. It can support Local Authorities to improve the health and wellbeing of the population they serve along with the health and wellbeing of its own workforce. MECC is designed to increase skills and confidence to raise lifestyle issues and opportunities for achieving positive long term behaviour change.

MECC Training Pilot

On Thursday 29th September 2016 at Weeley Council Offices, 23 Tendring District Council staff attended the 3 hour face-to-face training session. The participants completed a before and after survey as well as a 3 month follow-up survey.

Key outcomes and highlights from surveys

- 58% of staff reported they either 'daily' or 'weekly' get the opportunity to discuss lifestyle issues with customers or residents.

- 70% of staff reported they felt it is 'important' to raise the lifestyle issues with customers or residents as a part of their role.
- 92% of staff were either 'very or somewhat confident' in discussing lifestyle issues with customers or residents.
- 93% of staff were either 'very or somewhat confident' in discussing lifestyle issues with staff or colleagues within their team.
- Participants were staff from 10 different departments within Tendring District Council, predominantly staff from Environmental Health (43%).
- 35% staff said they would benefit from an adapted face-to-face MECC training specific for local authority staff, an e-learning online module and brief update training every 6 months (30 minutes face-to-face).

MECC Training going forwards

It was evident from the follow-up survey that the initial MECC training was not entirely sufficient for Local Authority staff. As a result of this, the Public Health Improvement Coordinator is currently working with Provide and Essex County Council Public Health and Wellbeing Commissioner to develop a bespoke face-to-face MECC training for Local Authorities that can potentially be used across all of Essex. Once the new face-to-face training has been developed, further training dates will be available for both Tendring District Council and Colchester Borough Council staff.

Breastfeeding Welcome Scheme

Background

According to Public Health England, 8 out of 10 women stop breastfeeding before they want to and one reason for this is due to mothers not feeling accepted in public. In North East Essex, on average 80% of new mothers start off breastfeeding, however, this drops to approximately 50% when their baby is 6-8 weeks old. The 2016 Tendring Health Profile demonstrates that Tendring is significantly worse than the England average for breastfeeding initiation rates.

It is well known that breastfeeding has benefits for both mother and baby; however, it is not as widely known that by not breastfeeding this can lead to increased risk of several health conditions such as ear and chest infections, tooth decay, gastroenteritis as well as being overweight and obese later in life. Public Health England state that the cost to the NHS every year of treating just 5 illnesses linked to babies not being breastfed is at least £48 million. As a result of this, Public Health England's ambition is for breastfeeding to be seen as normal and supported by everyone – in our public services and in the home, out and about and when returning to work.

What is the pilot scheme?

According to the Equality Act 2010, it is now illegal for anyone to ask breastfeeding women to leave a public place such as a café or public transport. As a result of this, Tendring District Council and Colchester Borough Council partnered with Anglian Community Enterprise (ACE) to implement the Breastfeeding Welcome Scheme across North East Essex as a part of the 0-19 commissioned contract. As of the 1st April 2017, Virgin Care is now responsible for the 0-19 contract and the scheme has carried over to Virgin Care as a result of this.

The scheme is an initiative that aims to encourage and support public, private and voluntary sector organisations to become breastfeeding welcome. The scheme is promoted by the Environmental Health Officers within appropriate premises during their routine visits. If an organisation decides to sign up to the scheme, there is an agreement and expectation that the Owner/Manager of the premise cascades the information to all staff members and displays the promotional material consisting of a window sticker and certificate.

Breastfeeding Welcome Scheme going forwards

The Public Health Improvement Coordinator is currently in discussion with Essex County Council Public Health and Wellbeing Commissioner as well as Virgin Care Infant Feeding Lead in regards to a potential Essex wide roll out of the scheme.

Clacton Seafront parkrun

The Public Health Improvement Coordinator worked with parkrun UK and the Seafront Manager to set up the Clacton Seafront parkrun that was launched on Saturday 15th October 2016. parkrun is a free 5km timed event that occurs every Saturday at 9am. The parkrun is solely led by a Core Volunteer Team consisting of 5 people who act as either a Run Director or Volunteer Coordinator as well as other weekly volunteers who act as timers, barcode scanners, marshals etc.

There have been 36 events in total to date and the average number of runners each week is 106, with the average number of runs per runner being 3.6. There have been 1078 different runners in total with the biggest attendance on the seafront in one week being 159 people. The total hours run consists of 80 Days 23 hours 58 minutes 52 seconds and total distance run equalling 19,235km. For more information please visit

<http://www.parkrun.org.uk/clactonseafont/>.

The future of parkrun

As a result of the success of the Clacton Seafront parkrun, the Public Health Improvement Coordinator is now looking into the viability of implementing a junior parkrun both in Clacton and in Harwich. £6,000 funding has been allocated from the Public Health Grant Funding for both junior parkrun's (£3,000 each). The next stage is to recruit a Clacton and Harwich Core Volunteer Team who will be responsible for the initial event application and ongoing organising of the event each week. According to parkrun UK, junior parkrun's are run on a Sunday at 9am and are a timed 2km route for 4-14 year olds.

livewell branding / livewell Tending

Background

The livewell branding was a campaign originally developed by Braintree District Council with the aim to improve health and wellbeing of residents. The campaign encourages positive health behaviours through eating a healthy balanced diet, being active on a daily basis and seeking support when needed, whether it is help with quitting smoking, weight management or counselling and support services through a difficult time. livewell encompasses 5 themes that convey key aspects of our lives or lifestyles that enable us to live healthily for as long as possible. The 5 themes consist of bewell, eatwell, feelwell, staywell and agewell.

livewell has been adopted by Chelmsford City Council and Maldon District Council with partners consisting of the Mid Essex CCG, Healthwatch Essex, Age UK and the list continues. As a result of other local authorities coming on board with the livewell initiative, a new theme called startwell has now been added. The current livewell website is hosted on <http://www.livewellcampaign.co.uk/>

The future of livewell branding / livewell Tending

Essex County Council (ECC) Public Health Team is strongly supporting an Essex wide adoption to use the livewell branding as a tool and driving force to promote health and wellbeing on a local level. The Public Health Improvement Coordinator is currently waiting for more information from ECC and Braintree DC in regards to the development of an external Essex wide livewell website.

In the meantime, the Public Health Improvement Coordinator has been working with Human Resources to internally launch livewell Tending as well as developing a 'livewell workwell programme' that is '*Run by the staff, For the staff*'. The programme will be supported by staff that volunteer as livewell champions (currently 15 staff signed up). The launch event was on Thursday 15th June at the Employee Benefit and livewell Event where the livewell Tending stand engaged individually with 60 staff, 33 of which completed the livewell Staff Survey.

Housing and Health

Background

The aim of the project is to increase awareness of housing hazards and strengthen the referral pathway between TDC Housing Team and local commissioned provider services including Anglian Community Enterprise (ACE) as well as Essex County Council Adult Social Care.

Essex County Council Adult Social Care.

In August 2016, the Head of Housing delivered housing hazard awareness training to community social care workers who regularly visit residents in their homes. The aim of the training was to increase awareness of potential housing hazards to which the social care worker would then provide intelligence to our Housing Team to address the areas of concern allowing them to appropriately target their resources.

Anglian Community Enterprise (ACE)

ACE requested a dual housing hazard checklist that is currently being developed between Tending District Council and Colchester Borough Council Housing Teams that will be used by ACE Community Nursing and Therapy staff. A housing hazard training video is also being developed in order to educate ACE community based staff.

This project is also being implemented within the ACE Health Check Team. Public Health Improvement Coordinator is currently working with the Housing Team and Business Support Assistant to develop promotional resources containing housing hazard awareness information that will be given to all residents who participate in an NHS Health Check in an Outreach capacity.

Public Health Officer's Group (PHOG)

The Public Health Improvement Coordinator developed the Public Health Officer's Group (PHOG) in line with the Council's corporate priorities of *promoting healthier lifestyles and wellbeing* and *supporting improved community health*. The vision of the group is to bring together the work of services and departments within the Council to work in collaboration on projects and initiatives with a public health focus with the aim to improve the health and wellbeing of our residents. The group was formed with the initial meeting taking place on the 8 March 2017. The group intends to meet on a bi-monthly basis with a view of working towards creating a Tending Health and Wellbeing Strategy.

Outdoor gym, Cliff Park, Harwich

Work has been carried out by the Public Health Improvement Co-ordinator, Open Spaces

and Leisure in order to obtain funding, source quotes (3 companies consulted) and decide on appropriate accessible equipment for the development of an outdoor gym in Cliff Park in Harwich.

Residents were consulted via an online survey of which 107 people responded. 80 residents said they would definitely use the facility, 19 residents said they would maybe use the facility and only 8 respondents said they would not use it. More than half those who responded said they were likely to use it on a weekly basis and almost a quarter would visit the outdoor gym daily.

The expected total cost for this project is in the region of £20,000. £10,000 funding has been secured from the Public Health Grant from Essex County Council and additional funding is currently being sourced from section 106 money. Installation is intended for August 2017.

Conclusion

This report provides an overview of the projects, which have been identified in accordance with the role of the Council, as a Community Leader. The Council is not the lead provider for education, health and wellbeing. However, through influence, bringing stakeholders and partners together to share and improve practices there are a number of areas where the Council can offer support to both education and health providers and ultimately the pupils, learners, patients and residents across the District.

The projects identified above will continue to form the subject of regular updates to the Portfolio Holder and Health and Education will continue to be subject external overview and scrutiny through the work of the Community Leadership and Partnerships Committee.

BACKGROUND PAPERS FOR THE DECISION

None

APPENDICES

None

Key Decision Required:	Yes	In the Forward Plan:	Yes
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CABINET

14 JULY 2017

REPORT OF RESOURCES & CORPORATE SERVICES PORTFOLIO HOLDER

A.9 TREASURY MANAGEMENT PERFORMANCE 2016/17 (Report prepared by Richard Barrett and Wendy Borgartz)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To report on the Council’s treasury management activities and Prudential Indicators for 2016/17.

EXECUTIVE SUMMARY

- Borrowing and investments have been undertaken in accordance with the 2016/17 Annual Treasury Strategy that was approved by Council on 5 April 2016.
- No external borrowing was undertaken in 2016/17 for either the General Fund (GF) or Housing Revenue Account (HRA).
- The amount of interest earned from investments remained low because of the continuing unprecedented low interest rates existing throughout the year, which were cut further in August 2016 to 0.25%. However due to maximising investment opportunities and cash flow advantages during the year interest returns were in line with the budget.
- Treasury performance figures for the year are set out in **Appendix A** with Prudential Indicators attached as **Appendix B**.

RECOMMENDATION(S)

That Cabinet notes the Treasury Management performance position 2016/17 and approves the Prudential and Treasury Indicators for 2016/17.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

Good and effective Treasury Management supports the Council in delivery against its corporate goals and objectives.

FINANCE, OTHER RESOURCES AND RISK

Finance and other resources

Key treasury management performance data is set out in **Appendix A**.

Risk

Risk is inherent in all treasury management activities. Such risks are considered within the Treasury Strategy with management actions necessary to mitigate the risks set out in the Council's Treasury Management Practices.

LEGAL

This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2016/17. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

The Local Authorities (Capital Financing and Accounting) (England) Regulations 2003 include the requirement for local authorities to have regard to CIPFA guidance which this Council has adopted.

OTHER IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder / Equality and Diversity / Health Inequalities / Area or Ward affected / Consultation/Public Engagement.

There are no direct implications in respect of the above areas.

PART 3 – SUPPORTING INFORMATION

BACKGROUND AND CURRENT POSITION

The Council has adopted the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice for Treasury Management in the Public Services. The main reporting elements to comply with this code include:

- An Annual Treasury Strategy approved by Cabinet after consultation with the Corporate Management Committee for recommending to the Full Council.
- Regular monitoring reports that form part of the Council's Corporate Budget Monitoring arrangements during the year. (For 2016/17, a number of issues were brought to the attention of members as part of this reporting process with no further issues to raise as part of this outturn review)
- An annual treasury performance or outturn report for the preceding year that is presented to Cabinet.

This report sets out the necessary information in response to the third bullet point above and provides a summary of the treasury activities undertaken in 2016/17 (**Appendix A**) and final Prudential and Treasury Indicators at the end of 2016/17 (**Appendix B**).

The chart in **Appendix A** showing average investments held has been amended to show the daily balance held, rather than just the balance on the last working day of the month, as this gives a better picture of the investments held over the course of the year.

During 2016/17, the Council complied with its legislative and regulatory requirements and associated treasury management activity remained in accordance with the Treasury Strategy and Treasury Management Practices with further details in respect of specific borrowing and investment considerations set out in the next section of the report.

BORROWING AND INVESTMENTS 2016/17

Borrowing

The Base Rate was cut to 0.25% on 4 August 2016 and the latest forecast from the Council's treasury advisors indicates that this is unlikely to change until June 2019. Public Works Loan Board (PWLB) rates were very volatile during 2016/17, with rates falling in the early part of the year to historically very low levels in July and August 2016, before rising significantly to December 2017 and then partially easing back by March 2017.

No external borrowing was undertaken during the year. In respect of the General Fund, the Council is currently maintaining an under-borrowed position. This means that the capital borrowing need (the Capital Financing Requirement), has not been fully funded with external loans, as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This strategy remains prudent, as investment returns are low and counterparty risk is high. As set out in the Treasury Strategy, the current internal borrowing position is running just ahead of the £5m agreed. However given the continuing low return on investments and no significant increases in PWLB interest rates in the immediate future, it is felt prudent to maintain this position in the short term although this will be kept under review in consultation with the Council's external advisors and set against the background of potential increases in borrowing rates in the future.

No new borrowing or restructuring of existing debt was undertaken for GF or HRA purposes in 2016/17. Principal on HRA debt continues to be repaid each year in line with the 30 year business plan.

Debt rescheduling opportunities are limited in the current economic climate with no debt rescheduling taking place in 2016/17.

No temporary borrowing from the markets was required during the year.

One of the key prudential indicators relates to the Council's Authorised Borrowing Limit. It is therefore worth highlighting that borrowing has been maintained within the Council's Authorised limit as set out below:

Key Indicator	Limit 2016/17	Amount Borrowed (Internal and External)
Authorised borrowing	£79,486m	£53.478m

Investments

The year saw the continuation of the challenging investment environment of low investment returns and continuing high level of counterparty risk. The tight monetary conditions remain and short term deposit rates remain at very low levels.

The Council manages its investments in-house and invests in accordance with the approved strategy. The Council invests for periods of time dependent on the Council's cash flows, the view as to future interest rate movements and the interest rates offered by counterparties whilst balancing various risks such as interest rate risk and counterparty risk.

The Council's investments continued across the following investment types:

- Deposits at fixed rates and for fixed terms with other local authorities and the Government's Debt Management Office (DMO)

- Deposits at fixed rates and for fixed terms with UK-based banks and building societies meeting the counterparty risk criteria
- Treasury bills, which are tradeable but if held to maturity are at fixed rates
- Certificates of deposit, which are tradeable but if held to maturity are at fixed rates
- Use of deposit accounts with UK banks for liquidity

These remain the same instruments the Council has used in prior years so there has been no new investment types used during 2016/17. Further details on how the investment types changed over the year is set out below.

With poor investment returns available along with limited 'low' risk counterparties, a significant proportion of the Council's investments were still made with other local authorities. A number of banks have, however, seen their ratings rise over the past 24 months which brought them back onto the Council's lending list. Treasury bills were bought in the first months of the year, but the returns on these dropped in the summer. Certificates of deposit and fixed deposits with banks were pursued for much of the year instead of investing with local authorities as a better return was available from these instruments without adding significant additional risk. Local authority rates rose in late 2016 and early 2017 and the Council continued to invest with them again. Both government and local authority investments fit well with the Council's low appetite for risk with the security and liquidity of the investment the prime concern.

The total invested in the DMO and local authorities at 31 March 2017 was **£1.500m** and **£34.500m** respectively out of a total investment of **£52.865m**. Other investments were held with UK banks and one UK building society with no amounts held with non-UK institutions or in Treasury Bills.

The Council receives regular credit rating updates during the year following which the appropriate action is taken as soon as practical where the credit rating falls below the minimum ratings which form part of the Council's Treasury Management Practices.

The UK holds an AA rating with two rating agencies and Aa1 with the third, with the lower grades not having a specific adverse impact on the Council's treasury activities at the present time.

The only account that remains open with the Co-operative bank is the account for the Paypoint and Post Office collections, which is a requirement under a separate contract for these types of payment methods. However, this service has been retendered during 2016/17 with a new supplier selected from 1 July 2017. Once all transactions are finalised the bank account with the Co-operative bank will be closed. The ratings of The Co-operative Bank remain below the levels acceptable for investment under the Treasury Management Policies, but as the bank still provided the Council's Paypoint and Post Office facility during all of 2016/17, money is paid in to a Co-operative account but the amount held in that account overnight is kept as low as possible.

Specific Issues Experienced in 2016/17

The Council's Treasury Management Practices allow up to £1 million to be held in the current bank accounts with Lloyds bank overnight. As reported to Members during the year as part of the Corporate Budget Monitoring Report process, there was a single occasion when this £1 million limit was exceeded due to the Christmas Closure. Although pre-emptive / mitigating action was taken, more money was received from customers electronically than expected with £1.256m held in the Lloyds accounts overnight on 30 December 2016. There was no increased risk to the security of the Council's deposits as

the Council's bankers were not on any market / credit rating 'alerts' etc. which were reviewed as part of the approach taken. Given that the Christmas closure has been confirmed for future years, it is proposed to seek to increase the amount of money that can be held in the Council's current accounts at any one time from **£1.000m** to **£1.500m** to accommodate a potential repeat of this situation. This request will be set out in a report nearer the time.

The Treasury Management Practices currently allow amounts to be invested for more than 365 days but restricts the total investment to £3.5 million. There is an argument for allowing a proportion of monies representing the minimum balance the Council needs to hold to be invested for a longer term, potentially up to two years. This has been reviewed by officers and based on the fact that interest rates are expected to rise over the next few years, there is a financial risk associated with placing investments for longer periods which has to be balanced against the possible higher interest rate that could be earned over a longer period so no long term investments are proposed at the current time (excluding property).

Compliance with Treasury and Prudential Limits

During the financial year the Council operated within the treasury limits and Prudential Indicators set out in the Council's annual Treasury Strategy. The outturn for the Prudential Indicators is shown in **Appendix B**.

BACKGROUND PAPERS FOR THE DECISION

None

APPENDICES

Appendix A Treasury Performance figures 2016/17

Appendix B Prudential and Treasury Indicators 2016/17

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1 Borrowing

1a Long Term Debt

Principal	Opening Balance 1 April 2016 £'000	New Borrowing £'000	Principal Repaid £'000	Balance at 31 March 2017 £'000	Average Debt for Year £'000
Long Term Borrowing					
PWLB - General Fund	1,055	0	284	771	981
PWLB - Housing Revenue Account	47,063	0	1,964	45,099	46,065
Total Long Term Borrowing	48,118	0	2,248	45,870	47,046

Average Interest Rates	Average Interest Rate 1 April %	New Borrowing %	Principal Repaid %	Average Interest Rate 31 March %	Average Interest Rate for Year %
Long Term Borrowing					
PWLB - General Fund	8.209	0.000	8.402	8.137	8.194
PWLB - Housing Revenue Account	3.280	0.000	2.116	3.331	3.302
Overall Long Term Borrowing	3.388	0.000	2.910	3.412	3.397

Interest paid relating to 2016-17

General Fund	81
Housing Revenue Account	1,517
	<u>1,598</u>

Long term debt is defined in legislation as loans repayable over more than one year.

1b Total debt

Average debt over the year	£47,046
Interest paid relating to 2016-17	£1,598
Average interest rate for year	3.397%

This includes interest paid on temporary debt

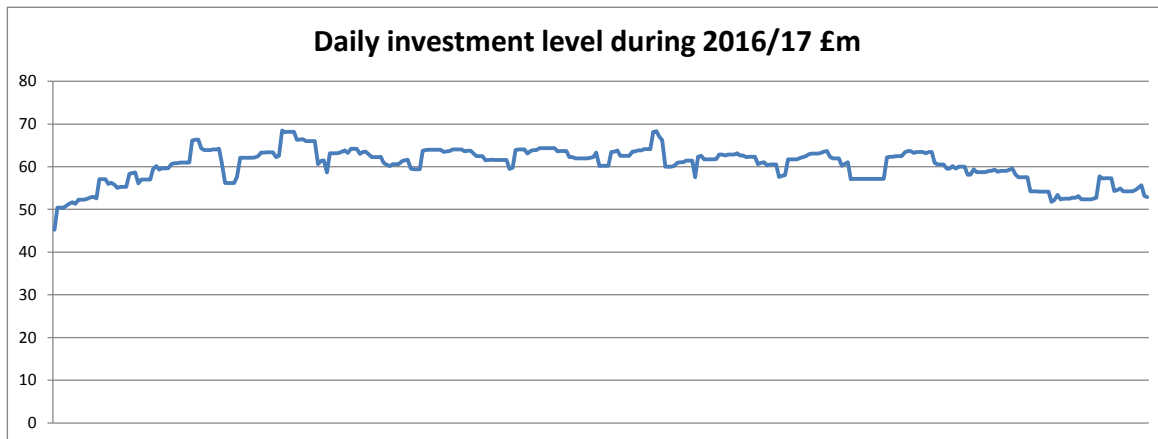
1c Budget for Total Interest Paid

	Original Estimate £'000	Revised Estimate £'000	Out-turn £'000	Variation from Revised Budget £'000
General Fund	83	83	81	(2)
Housing Revenue Account	1,533	1,533	1,517	(16)
Total Interest Paid	1,616	1,616	1,598	(18)

2 Investments

2a Temporary Investments

Principal	Opening Balance 1 April 2016 £'000	New Investments £'000	Investments Repaid £'000	Balance at 31 March 2017 £'000	Average Investments for Year £'000
Investments less than a year					
Investments with UK Government via Treasury Bills, DMO, Local Authorities and other public bodies	32,600	235,650	232,250	36,000	
Investments with UK Financial Institutions (including Money Market Funds)	12,660	57,197	52,992	16,865	
Investments with non-UK Financial Institutions	0	0	0	0	
Total Temporary Investments	45,260	292,847	285,242	52,865	60,404



Average Interest Rates	Average Interest Rate 1 April %	Average Interest Rate 31 March %	Average Interest Rate for Year %
Temporary Investments	0.491	0.388	0.443

2b Budget for Total Interest Earned

	Original Estimate £'000	Revised Estimate £'000	Out-turn £'000	Variation from Revised Budget £'000
Total Interest Earned	(236)	(236)	(270)	(34)

3 Base rates

	%
At 1 April 2016	0.500
At 31 March 2017	0.250

The rate was cut in August 2016 following the Brexit referendum vote

PRUDENTIAL INDICATORS

CAPITAL EXPENDITURE

This is an estimate of the amount of investment planned over the period. As can be seen, not all investment necessarily has an impact on the Council Tax, schemes funded by grants, capital receipts or external contributions mean that the effect on the Council Tax is greatly reduced.

Capital Expenditure - General Fund £000s	2015/16 Actual	2016/17 Revised	2016/17 Actual	Notes	2017/18 as agreed by Council March	
					2017	Amended 2017/18
Total Capital Expenditure	22,562	13,242	2,295		2,730	14,770
Financing - General Fund						
External contributions	(5,032)	(242)	(1)		-	(240)
Section 106	(99)	(76)	(64)		-	(7)
Coast protection grant	(10,945)	(4,962)	(74)		-	(4,888)
Other Government grants	(28)	(330)	(8)		-	(322)
Disabled Facilities Grant	(944)	(2,338)	(1,432)		(690)	(2,672)
Capital receipts	(261)	(1,692)	(62)		(100)	(1,730)
Direct revenue contributions	(290)	(2,050)	(104)		(360)	(2,285)
Earmarked reserves	(4,963)	(1,552)	(550)		(1,580)	(2,626)
Total Capital Financing	(22,562)	(13,242)	(2,295)		(2,730)	(14,770)
Net Financing need (External Borrowing)	0	0	0		0	0

Housing Revenue Account Capital Schemes £000	2015/16 Actual	2016/17 Revised	2016/17 Actual	Notes	2017/18 as agreed by Council March	
					2017	Amended 2017/18
Total Capital Expenditure	2,953	7,144	3,413		4,030	7,119
Financing - Housing Revenue Account						
Major repairs reserve	(1,959)	(4,841)	(3,262)		(3,250)	(4,188)
Direct revenue contributions	(990)	(2,184)	(32)		(780)	(2,931)
Section 106	-	(102)	(102)		-	-
Government grant	(4)	(17)	(17)		-	-
Total Capital Financing	(2,953)	(7,144)	(3,413)		(4,030)	(7,119)
Net Financing need (External Borrowing)	0	0	0		0	0

CAPITAL FINANCING REQUIREMENT

Each year, the Council finances the capital programme by a number of means, one of which could be borrowing. The Capital Financing Requirement (CFR) represents the cumulative amount of borrowing that has been incurred to pay for the Council's capital assets, less amounts that have been set aside for the repayment of debt over the years. The Council is only allowed to borrow long term to support its capital programme. It is not allowed to borrow long term to support its revenue budget.

CAPITAL FINANCING REQUIREMENT	2015/16 Actual £000	2016/17 Revised £000	2016/17 Actual £000	Notes	2017/18 as agreed by Council March
					2017 £000
General Fund	6,415	6,158	6,158		5,912
Housing Revenue Account	47,063	45,099	45,099		43,434
Total	53,478	51,257	51,257		49,346

HRA LIMIT ON INDEBTEDNESS

The Council is required to report the level of the limit imposed (or subsequently amended) at the time of the implementation of self-financing by the Department for Communities and Local Government. This is to be compared to the Housing Revenue Account capital financing requirement.

PRUDENTIAL INDICATOR	2015/16	2016/17	2016/17	Notes	2017/18 as agreed by Council March 2017
	Actual	Revised	Actual		
	£000	£000	£000		
Limit on indebtedness	60,285	60,285	60,285		60,285
Capital Financing Requirement	47,063	45,099	45,099		43,434
Headroom	13,222	15,186	15,186		16,851

GROSS DEBT AND THE CAPITAL FINANCING REQUIREMENT

This indicator compares the Capital Financing Requirement to the level of external debt and shows how much of the capital programme is financed from internal resources. The capital programme is partially funded in the short to medium term by internal resources when investment interest rates are significantly lower than long term borrowing rates. Net interest payments are, therefore, optimised.

PRUDENTIAL INDICATOR	2015/16	2016/17	2016/17	Notes	2017/18 as agreed by Council March 2017
	Actual	Revised	Actual		
	£000	£000	£000		
Capital Financing Requirement	53,478	51,257	51,257		49,346
External debt	48,118	45,869	45,869		43,898
Internal borrowing	5,360	5,388	5,388		5,448

OPERATIONAL BOUNDARY AND AUTHORISED LIMIT

The Council must set an operational boundary and authorised limit for external debt. The operational boundary is based on the Council's estimate of most likely, i.e. prudent, but not worst case scenario for external debt. It reflects the decision on the amount of debt needed for the Capital Programme for the relevant year. It also takes account of other long term liabilities, which comprise finance leases, Private Finance Initiative and other liabilities that are not borrowing but form part of the Council's debt. The Council has none of these at present.

The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Council can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

PRUDENTIAL INDICATOR	2015/16	2016/17	2016/17	Notes	2017/18 as agreed by Council March 2017
	Actual	Revised	Actual		
	£000	£000	£000		
Operational boundary - borrowing	73,536	71,538	71,538		67,743
Authorised limit - borrowing	85,040	79,486	79,486		75,270

RATIO OF FINANCING COSTS TO NET REVENUE STREAM

This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income.

ESTIMATE OF THE RATIO OF FINANCING COSTS TO NET REVENUE	2015/16	2016/17	2016/17	Notes	2017/18 as agreed by Council March 2017
	Actual	Revised	Actual		
	£000	£000	£000		
General Fund	0.89	0.72	0.51		0.48
Housing Revenue Account	53.34	61.84	47.52		50.11

INCREMENTAL IMPACT OF CAPITAL INVESTMENT DECISIONS

This is an indicator of affordability that shows the impact of capital investment decisions on the Council Tax and housing rent levels. The incremental impact is the difference between the revenue funding of the proposed capital programme compared to the revenue funding of the previously approved capital programme. As the Council is not proposing any additional borrowing, this means that the impact is solely due to changes in revenue financing of capital expenditure. The increase in Council Tax impact in 2015/16 is mainly due to the Clacton and Holland coast protection scheme. The increase in HRA weekly rents is due to the decision to finance up to £1m of spend from revenue resources each year.

INCREMENTAL IMPACT OF CAPITAL INVESTMENT	2015/16	2016/17	2016/17	Notes	2017/18 as agreed by Council March 2017
	Actual	Revised	Actual		2017
	£	£	£		£
Change in General Fund capital spend financed by loan	-	-	-		-
Change in General Fund capital spend financed from revenue	n/a	3,216,660	n/a	1	1,840,000.00
General Fund, Council Tax impact	n/a	£71.63	n/a	1	£40.12
Change in HRA capital spend financed by loan	-	-	-		-
Change in HRA capital spend financed from revenue and major repairs reserve	n/a	2,994,000	n/a	1	(214,000.00)
HRA Average Weekly Rent impact	n/a	£17.95	n/a	1	(£1.29)

Note 1: These are not measurable indicators in-year as they are intended to be a measure of the impact of investment proposals when the capital programme is agreed.

INTEREST RATE EXPOSURE

Tendring District Council currently has all its borrowings at fixed rate and usually has a mixture of fixed and variable rate investments. This indicator is set to control the Council's exposure to interest rate risk.

PRUDENTIAL INDICATOR	2015/16	2016/17	2016/17	Notes	2017/18 as agreed by Council March 2017
	Actual	Revised	Actual		2017
	£000	£000	£000		£000
Upper limit for Fixed Interest Rates on debt	53,478	51,257	51,257		49,346
Upper limit for Variable Interest Rates on debt (based on 30% of the fixed rate limit)	16,043	15,377	15,377		14,804

TOTAL PRINCIPAL SUMS INVESTED FOR PERIODS LONGER THAN 364 DAYS (excluding property)

Interest rate risk is also affected by the proportion of the investments invested at fixed rates for longer periods, especially in a period when rates are expected to rise.

PRUDENTIAL INDICATOR	2015/16	2016/17	2016/17	Notes	2017/18 as agreed by Council March 2017
	Actual	Revised	Actual		2017
	£000	£000	£000		£000
Limits on the total principal sum invested to final maturities longer than 364 days	3,500	3,500	0		3,500

MATURITY STRUCTURE OF FIXED RATE BORROWING

This indicator is set to control the Council's exposure to refinancing risk. The limits are set for each age range to ensure that the Council avoids too many fixed rate loans being matured at one time and spreads the maturity across several periods. The percentages for the upper and lower limits do not add up to 100% as they do not represent an actual allocation.

PRUDENTIAL INDICATOR	Upper limit	Lower limit	Actual outstanding debt maturity % at		2017/18 as agreed by Council March 2017
			31/03/2017		31/03/2018
	%	%			
Under 12 months	25	0	4.30%		4.15%
12 months and within 24 months	30	0	3.97%		4.02%
24 months and within 5 years	60	0	11.24%		12.79%
5 years and within 10 years	75	0	24.22%		22.73%
10 years and above	95	25			
10-20 years			19.58%		18.81%
20-30 years			3.99%		3.33%
>30 years			32.70%		34.17%

TREASURY INDICATOR - EXPOSURE TO CREDIT RISK

The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average score of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) using the rating applicable when it is taken out and taking the arithmetic average, weighted by the size of each investment. Investments in government instruments such as DMO, treasury bills and in local authorities are scored as 1.

TREASURY INDICATOR	2015/16 Actual	2016/17 Actual	2017/18 Upper limit
Average credit score for investments	1.45	1.56	2.00

Key Decision Required:	No	In the Forward Plan:	Yes
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CABINET

14 JULY 2017

REPORT OF THE PORTFOLIO HOLDER FOR RESOURCES AND CORPORATE SERVICES

A.10 TERMS FOR THE ACQUISITION OF AN INVESTMENT PROPERTY IN CENTRAL CLACTON-ON-SEA
(Report prepared by Andy White)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To agree in principle the acquisition of a substantial investment property located in central Clacton-on-Sea.

EXECUTIVE SUMMARY

In September 2016 Cabinet established a policy for acquisition of commercial property. One suitable property has been identified but acquisition was aborted because of conflicting insurance and occupancy issues.

The Council has been offered the opportunity to purchase the freehold of a substantial investment property in central Clacton-on-Sea.

The rental from the property could make a substantial contribution to addressing the Council's financial pressures.

The location of the property and the terms negotiated are set out in the report in Part B of this Agenda.

RECOMMENDATIONS

That the principle of the acquisition of a substantial investment property in central Clacton-on-Sea be approved, subject to Cabinet's decisions as set out in the report in Part B of this Agenda.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The proposed acquisition would contribute to the Council's priorities to:

- Balance our budget
- Make the most of our assets

FINANCE, OTHER RESOURCES AND RISK

The Cabinet established a budget for acquisition of commercial property in September 2016.

The value of the property under consideration exceeds the budget and additional funding is required. Full details of price and funding are set out in the report in Part B of this agenda.

Risk

The acquisition of the property is subject to a range of ordinary risk factors as envisaged in the Commercial Investment Policy. These risks and control measures are set out in the report in Part B of this Agenda.

LEGAL

Section 120(1) of Local Government Act 1972 provides for the Council to acquire land either within or outside the District for any purpose within that or any other Act or for the benefit, improvement or development of the area.

Section 12 of the Local Government Act 2003 provides a general power to invest (a) for any purpose relevant to its functions under any Act or (b) for the purposes of the prudent management of its financial affairs.

Acquisition can take place notwithstanding that the land is not immediately required for that purpose, however, in this case investment in property is proposed in order to diversify its investment portfolio which in turn generates potential capital growth and revenue rental income, which can be reinvested and supports the Council's financial position and management of investment risk and by doing so benefits the district in line with the statutory power.

Investment is for financial return either rental or capital growth and assets acquired for these purposes must be distinguished from assets intended to deliver other strategic goals or outcomes, as these fall outside of the definition of investment property.

It is important to note that financial returns achieved through property investment are also treated differently to income generated through service provision for accounting purposes.

In coming to decisions in relation to management of assets, the Council must act in accordance with its statutory duties and responsibilities.

In September 2016 Cabinet delegated authority to acquire property meeting the agreed criteria to officers in consultation with the leader and the Portfolio Holder. Although the property in question meets the criteria as set out in Appendix B the capital value of the property is significantly above the level agreed at the time and accordingly officers have decided to refer the decision on acquisition to the Cabinet for consideration.

OTHER IMPLICATIONS

Consideration has been given to the Implications of the proposed decision in respect of Crime and Disorder, Equality and Diversity, Health Inequalities, Consultation/Public Engagement and Wards; and any significant issues are set out below.

None

Ward: Pier

PART 3 – SUPPORTING INFORMATION**BACKGROUND**

In September 2016 Cabinet established a policy for acquisition of commercial property. The aim of the policy is to utilise available one off funding to generate ongoing revenue in support of the Council's overall financial position.

One suitable property was been identified outside of the district but acquisition was aborted because of conflicting insurance and occupancy issues.

The Council has been offered the freehold of a substantial town centre building.

CURRENT POSITION

Terms for the acquisition have been provisionally agreed and are set out in the report in Part B of this Agenda.

FURTHER HEADINGS RELEVANT TO THE REPORT

None

BACKGROUND PAPERS FOR THE DECISION

None

APPENDICES

None

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