

**Resources and Services Overview and Scrutiny Committee**  
**1 November 2021**

**RECOMMENDATIONS MONITORING REPORT**  
**(Prepared by Keith Durran)**

Recommendation(s) Including Date of Meeting and Minute Number	Actions Taken and Outcome	Completed, follow-up work required or added to Work Programme
<p><b><u>SCRUTINY OF THE SEAFRONT SERVICES</u></b></p> <p><b><u>RSOSC held on 15 July 2021 Minute 15 refers</u></b></p> <p>The Committee Recommended to Cabinet that:</p> <p>(1) the resources available for the Housing Allocations Service of the Council be reviewed in order to ensure that it is able to deliver the rapid response and excellent customer service to those on the Housing Register, and those applying, and thereby contribute further to reducing the average time Council Homes remain untenanted by moving all paper work to a digital format.</p> <p>(2) while a selection of individuals on the Housing Register are waiting for adapted homes and we should rightly seek to achieve the best match, where possible, this should not be pursued to the extent that individual properties remain untenanted for long</p>	<p>To be reported to Cabinet on 12 November 2021</p>	

periods of time due to infrequent offers to those on the Register and in need of housing.

- (3) the temporary measures introduced in 2021 to control expenditure in year on improvements to void Council Homes be continued going forward (as such if the kitchen is functional and efficient to maintain it will not be replaced only for the reason of upgrading it).
- (4) the IT solutions for the separate sections of the Council dealing with Housing Allocations and Council Home repairs and maintenance be enhanced so that there is a shared resource that can support the council with a range of data that the current separate systems were unable assist efficiency of the Council as a whole.
- (5) a more active and purposeful approach be undertaken than at present in respect of the recharging of former tenants who had left items to be removed or otherwise in a condition requiring remedial/repair works and that these charges be linked from commencement with any debts for unpaid rents by those tenants in order to assist an efficient recovery process.
- (6) the current 14 month trail in respect of an in house team to undertake Council House repairs, be actively reviewed to ensure opportunities are taken during that trial, to support skills development and recruitment and retention measures enhancement

(including if appropriate market forces enhancements for certain specialist skills and attraction of those with relevant accreditation to work for the Council; maybe part-time).

(7) the Portfolio Holder for Housing be encouraged to establish a Housing Working Party to continue the focus on Housing Voids and the issues considered in the enquiry by this Committee (including those reflected in these recommendations).

(8) an appropriate Key Performance Indicators be developed around timescales for untenanted Council Homes to be offered and re-tenanted, the undertaking of repair/refurbishment of Council Homes and recovery of costs incurred due to the condition of properties once vacated by former tenants etc and shared with Councillors together with periodic detail of achievement against those Indicators.

(9) proposals for a stock condition survey be drawn up and consider the benefits to the Council in identifying issues with the Council's Housing Stock and thereby assist it to improve its plan for expenditure through the Housing Revenue Account in the short, medium and longer term.

<p><b><u>SCRUTINY OF THE SEAFRONT SERVICES</u></b></p> <p><b><u>RSOSC held on 20 September 2021 Minute 23 refers</u></b></p> <p>The Committee Recommended to Cabinet that:</p> <ul style="list-style-type: none"> <li>a) where observation reveals cliff slippages, all communication with Beach Hut Licensees in respect of Cliff Stabilisation and safety, is consistently shared with the relevant District Ward Councillors; and</li> <li>b) the undertaking of a survey of cliff vulnerability across the 26 kilometres of coast line for which this is responsible and beach levels in the 23 bays created in 2013/14 in the Clacton-on-Sea and Holland-on-Sea areas be undertaken as an imperative piece of work in the next few months and thereby address the concerns raised by the Committee on 22 June 2020 (Minute 62 refers) and on 21 September 2020 (Minute 85 refers).</li> </ul>	<p>To be reported to Cabinet on 12 November 2021</p>	
<p><b><u>SCRUTINY OF THE SPORT AND LEISURE SERVICE</u></b></p> <p><b><u>RSOSC held on 20 September 2021 Minute 22 refers</u></b></p> <p>The Committee Recommend to Cabinet:</p> <p>to restate the Committee’s request that an updated draft District-wide Leisure Strategy be brought forward as speedily as possible</p>	<p>To be reported to Cabinet on 12 November 2021</p>	

<p>for consultation and that the Strategy should seek to enable a fresh direction to the delivery of leisure facilities and address the issues facing the District; including encouraging people to progress from being fairly active to active and from inactive to fairly active and the provision for those with disabilities.</p>		
<p><b><u>USE OF SECTION 106 MONIES</u></b></p> <p><b><u>RSOSC held on 15 July 2021 Minute 16 refers</u></b></p> <p>After a detailed discussion the Committee <b>RESOLVED</b>:</p> <ol style="list-style-type: none"> <li>1. To the extent that it is not happening at present, details of the proposed schemes using S106 funds in a particular ward be advised as a routine to the local Ward Councillor(s) and consideration be given to the views expressed by the Ward Councillor(s) on the proposed scheme before and decisions are taken to implement the scheme.</li> <li>2. That, for those parts of the District that are parished, the relevant Town or pParish Council be advised about S106 funds that had been secured and whether they could bid for schemes to be funded or identify schemes for officers to consider.</li> <li>3. That, for those parts of the District that are un-parished, the locality descriptor should be the relevant District Ward rather than</li> </ol>	<p>Cabinet on 8 October 2021 (Minutes 61 refers)</p> <p>“Cabinet had before it the response of the Portfolio Holder for Corporate Finance &amp; Governance thereto which was as follows:-</p> <p><i>“Taking each point in turn, my comments are as follows:</i></p> <ol style="list-style-type: none"> <li>1) <i>Agreed - This will be reflected in future decision making processes, where the views of the ward councillor will be required before the associated decision can be finalised and published.</i></li> <li>2) <i>Existing processes already provide a proportionate response to the issue raised, as the information is published on the Council’s website where Town and Parish Council can access it on a self-service basis rather than having to introduce a further layer of unnecessary administration. However we can consider further sign-posting support / opportunities in future.</i></li> </ol>	

<p>'Clacton' so as to improve the understanding of the figures shown for that area.</p> <p>4. That an annual statement be made on the amounts of monies received in S106 funds, the total sum held by the Council in S106 funds and the sums spent on schemes in that year against the common obligations of:</p> <ul style="list-style-type: none"> <li>• Public open space</li> <li>• Affordable Housing</li> <li>• Education</li> <li>• Highways</li> <li>• Town centre Improvements</li> <li>• Health</li> </ul> <p>5. To note the commitment if the Council's Assistant Director for Finance and IT that the S106 spreadsheet publicly available on the Council's website would be amended to include commitments so that the sums shown are clear and complete.</p>	<p>3) &amp; 5) <i>Agreed – both points raised will be addressed via the associated review by the S151 officer.</i></p> <p>4) <i>Similar to the response to point 2) above, existing processes already provide this information which will be enhanced in future years by the commitments made above."</i></p> <p>Having considered the recommendations submitted by the Resources and Services Overview &amp; Scrutiny Committee, together with the response thereto of the Portfolio Holder for Corporate Finance &amp; Governance:-</p> <p>It was moved by Councillor G V Guglielmi, seconded by Councillor McWilliams and:-</p> <p><b>RESOLVED</b> that the recommendations made by the Resources &amp; Services Overview and Scrutiny Committee be noted and that the response of the Corporate Finance &amp; Governance Portfolio Holder in response thereto be endorsed".</p>	
<p><b><u>TOURISM STRATEGY FOR TENDRING</u></b></p> <p><b><u>RSOSC held on 24 May 2021 Minute 6 refers</u></b></p> <p>The Committee <b>RESOLVED</b> to Recommend Cabinet:</p> <ul style="list-style-type: none"> <li>• To consider the opportunities for working in partnership with local businesses prioritising such services as hotels/bed and breakfast</li> </ul>	<p>Cabinet on 17 September 2021 (Minutes 38 refers)</p> <p>"Cabinet had before it the response of the Portfolio Holder for Leisure &amp; Tourism thereto which was as follows:-</p> <p><i>"I would like to thank the Committee for its views and where possible, suggestions will be built into the work programme for the delivery of the strategy. Further to this, I</i></p>	

operators to encourage visitors participating/attending or visiting events in the District to stay locally and use the services of those local businesses (Potentially with discounts offered by those businesses).

- To harness opportunities to those attracted to specific places/events locally to be supported to revisit by sharing other places/events locally including those using the book of Holland Ferry, creating a dedicated visit Tending website with the separate charms of the District can be brought together, using QR codes to encourage visits to such a website and to local heritage sites.
- To take additional measures to improve the cleanliness of the District including messaging around “Respecting the district by using the area responsibly” through education encouragement and enforcement to ensure visitors are encouraged back rather than being putt-off by unsightly rubbish and over full bins.
- To consider again the previous recommendation (minute 87 of 21 September 2020 refers) for consistent and common, highly visible branding of events and facilities provided/supported by the council to ensure that those attending those events/facilities are made aware of the Councils role in producing/supporting the same.

*would suggest the Committee set up task and finish groups to look in detail at how some of the suggestions could be delivered in practice. In particular, the carbon offsetting of the Clacton Airshow and how further improvements can be made to improve cleanliness. I look forward to seeing the results of the in-depth scrutiny by the Committee in these areas and welcome further thorough scrutiny that results in an improved strategy.”*

Having considered the recommendations submitted by the Resources and Services Overview & Scrutiny Committee, together with the response thereto of the Portfolio Holder for Leisure & Tourism:-

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

**RESOLVED** that the Resources & Services Overview and Scrutiny Committee be thanked for the views submitted and that the comments of the Portfolio Holder in response thereto be endorsed”.

<ul style="list-style-type: none"><li>• To examine measures to offset the carbon footprint of the Clacton Air Show, which uses over 100,000 litres of Jet Fuel and generates 275 tonnes of CO2, including the options perused by the Bournemouth Air Festival whereby trees were planted for each tonne of carbon used at the Air Show.</li><li>• To note the intention of the Portfolio Holder for Economic Growth and Leisure to consider promoting details of bridleways that traverse the District.</li></ul>		
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