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Resources and Services Overview and
Scrutiny Committee

7 February 2022

**MINUTES OF THE MEETING OF THE RESOURCES AND SERVICES OVERVIEW
AND SCRUTINY COMMITTEE,
HELD ON MONDAY, 7TH FEBRUARY, 2022 AT 7.30 PM
IN THE COMMITTEE ROOM - TOWN HALL, STATION ROAD, CLACTON-ON-SEA,
CO15 1SE**

Present:	Councillors Scott (Vice-Chairman), Allen, Barry, Codling, Griffiths and Harris
Also Present:	Councillor Alex Porter (Portfolios Holder for Leisure and Tourism)
In Attendance:	Gary Guiver (Acting Director (Planning)), Michael Carran (Assistant Director (Economic Growth & Leisure)), Keith Simmons (Head of Democratic Services and Elections), Keith Durran (Committee Services Officer), Matt Cattermole (Communications Assistant) and Hattie Dawson-Dragisic (Performance and Business Support Officer)

51. MINUTES OF THE LAST MEETING

It was **RESOLVED** that the Minutes of the meeting of the Committee held on Wednesday 12 January 2022 be approved as a correct record.

52. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received on behalf of Councillors Amos, Morrison and M Stephenson (no substitutions).

53. DECLARATIONS OF INTEREST

Councillor Barry declared an interest in minute 58 below, Celebrating the Areas Heritage, specifically in relation to the 5 year development plan in Brightlingsea as he had worked on that project. He remained in the meeting and participated in the discussion and decision making on this item.

54. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 38

On this occasion no Councillor had submitted notice of a question.

55. A.1 SCRUTINY OF PROPOSED DECISIONS

The Committee **NOTED** the contents of the report.

56. A.2 RECOMMENDATIONS MONITORING REPORT

The Committee had before it the current Recommendations Monitoring Report which set out those items which had previously made recommendations to the Cabinet/ Portfolio Holder and the approved response to the recommendations and any subsequent action approved by the Committee on those matters.

The Committee also had before it an Addendum to the report that outlined Councillors M Stephenson's proposed further actions in response to Cabinets response to the

recommendations from this Committee on the Budget matters (minutes 50 of 12 January 2022 refers).

After some discussion the Committee **RESOLVED** to approve the proposed actions submitted by the Committee Chairman, with a change of the wording from “*in the medium term*” to “*3 to 5 years*”, and that actions now be pursued as approved.

57. A.3 REVIEW OF THE WORK PROGRAMME

The Head of Democratic Services and Elections invited the Committee to review the work programme. In doing so, he reported that since publication of the agenda for the meeting a proposal had been received for a work programme item from the Leader of the Independent Group, Councillor Chapman (BEM), the request was submitted under rule 8 of the Overview and Scrutiny Procedure Rules (and part 5 of the Councils Constitution).

Councillor Chapman (BEM) request was that this Committee include in the work programme a revisit of its enquiry into the Joint Use Agreements for sports centres in Harwich and Brightlinsea.

Upon being moved by Councillor Barry and seconded by Councillor Allen it was **RESOLVED** that the request from Councillor Chapman was appropriate for inclusion in the work programme

It was further **RESOLVED** the future enquiry be undertaken at an additional meeting to be held as practicable and prior to the next programmed meeting of 20 March 2023.

The Committee was reminded that its enquiry into the Joint Use Agreement on 13 December 2021 (minute 45 refers) had recommended that the then “*status quo*” be continued. This had not been adopted by Cabinet on 17 December 2021 and instead the lapsing of the agreement had been noted, transitional support provided and an engagement group with the relevant Town Councils and Sigma Trust established. Any further enquiries by this Committee would not prevent implementation of that decision and that any recommendations from a further enquiry would not be considered by the Cabinet until 25 March 2022.

The rationale for a further enquiry was stated as producing a public and transparent forum about the implementation of the Cabinet's decision and what this means for users and those living in the Communities in which the two joint use centres were located. How that implementation was compliant with the Corporate Plan, Local Plan, Active Essex and Tendrings Sports Strategy would be a matter the Committee could examine and what further (mitigation) measures should be put in place.

58. A.4 CELEBRATING THE AREA'S HERITAGE

Further to the decision of Council on 13 July 2021 (Minute 53 refers), the Committee undertook an enquiry into “Celebrating the Area's Heritage” – what was being done, how much money the Council was investing in this and what were the outcomes of that investment.

The Committee heard how Tendring had a rich history celebrated across Essex by residents and visitors alike. Its coastal location had provided it with a unique and varied heritage, from prehistoric artefacts that included the 420,000 year old 'Clacton Spear' fashioned before modern humans walked the earth, to medieval buildings and Victorian villas, with many nationally significant sites. The seaside resorts in Tendring made tourism a major component of its economy and gave the coastline its distinctive character and charm. There were 52 areas of ancient woodland within Tendring with a particularly important cluster along the edge of the Stour Estuary in the north east corner of the District. And at Harwich, The Mayflower heritage was still visible today, as were the 19th century brick lighthouses, and the Leading Lights.

The Council's Heritage Strategy was adopted by decision of the Leader on 24 April 2020.

The report informed Members that the draft Heritage Strategy was published for a seven week period of consultation and ran from November 2019 to January 2020. Statutory bodies, national and local amenity societies, including town and parish councils were consulted. Communication included posters, social media, surveys and a drop-in exhibition on the afternoon and evening of the 3rd December 2019 at the Council offices in Weeley. It was attended by members of Tendring's local history groups, residents and professionals. The draft Heritage Strategy for Tendring was considered by the Local Plan and Planning Policy Committee on 29th October 2019.

Members heard how the Heritage Strategy aimed to promote the protection and celebration of the area's rich history, predominantly contained within its historic environment, and enhance the positive contribution it made to the lives of those people that lived in and visited the District. This was reflected in the vision on which the Strategy had been developed:-

'The unique heritage of our district provides a rich, often hidden landscape that informs what it is to live here in the 21st century. This strategy identifies those historic features and aims to celebrate and enhance the heritage of Tendring'.

Members also heard how the strategy was organised into two parts:

Part One: "The Baseline explores the historic development of Tendring, and identifies existing heritage assets, sites and resources. It covers the physical heritage of Tendring in the form of the historic environment, and includes archaeology, buildings, settlements, landscapes, archives and artefacts. It also creates a comprehensive list of the people who are involved in looking after the historic environment today".

Part Two: "Assessment and Strategy, draws on the findings of Part One to identify key issues and opportunities within Tendring. It addresses key issues facing Tendring's heritage, and propose actions to preserve and protect it for the future".

The report explained how the Heritage Strategy had six objectives: Conservation, Collaboration, Knowledge, Character, Interpretation and Accessibility. Some actions span one or more of objectives. Each action was assigned a priority of High, Medium, Low and Ongoing. There was no time period specified for the Heritage Strategy and therefore actions had been progressed based on priority. While the Council had been

able to progress a significant number of the high priority actions, the Council had not had the resources to progress most of the lower priority actions to date.

Conservation, Collaboration & Interpretation

Progress on high priority actions has been significant. (9 out of 10 in progress)

The Committee was informed that Councillor Bray was appointed Heritage Champion in July 2018 to promote and raise awareness of Heritage Assets, protection and importance. Officers within the Planning Policy and Assets team monitored Heritage and championed the issue internally.

It was reported to Members that the Conservation Area Appraisals (CAA) and Management Plans for five out of the District's 20 areas had been considered by the Planning Policy and Local Plan Committee and agreed by Cabinet to go out for public consultation. The remaining 15 were to be presented to the Committee and Cabinet within 12 months, and that work was on schedule. The Council had decided to make steady progress with its Conservation Area Appraisals so that each could be completed effectively with the resources available. The final outcome of this work would be a full set of Conservation Area Appraisals and Management Plans which would be a material consideration in the determination of planning applications, the basis for potential proactive work (included public realm works and, where appropriate, the making of Article 4 Directions) and formal changes to the boundaries of certain Conservation Areas.

The Committee heard that alongside the CAA's, the Committee and Cabinet were also presented with a report on the formulation of a non-designated local heritage list and the criteria to be met for a local building to be included on such a list. The criteria would be published for public consultation and once decided, further public consultation would be held to invite nominations of local buildings to be submitted for consideration and potential inclusion on the list. Through the Neighbourhood Planning process, town and parish councils (included Alresford, Ardleigh, Elmstead and Brightlingsea to date) had already been identified locally important but non-designated buildings for inclusion on a list. Inclusion of buildings on a local list did not give them the full protection of a statutory listing, but it would be a material consideration in the determination of planning applications that affected those buildings, and their settings.

It was reported to the Committee that the High, Medium and Low Priority Actions regarding planning powers, design guides, Conservation booklets and signage audits were dependent on, and would complete after the adoption of the CAA and Management Plans and following consultation. However, Essex Place Services was already engaged to provide information, advice and guidance in the district as well as comment on planning applications, and the Planning Team already give regard to heritage matters through the planning process.

Knowledge, Character & Accessibility

High and Medium priority progress has been significant (4 out of 5 in progress)

The report informed the Committee that the work had begun in the Economic Growth and Leisure team to source funding for the Heritage Lights on Clacton Seafront and the Leading Lights in Dovercourt, to safeguard and protect our assets, following on from the

cost exercises undertaken in 2020, although the Council could not guarantee bids would be successful, so progress would depend on external investment.

The Members heard how assets continued to investigate options for other listed properties in the Council portfolio and currently had restoration works underway on the Treadwell Crane. Emergency repairs to Martello Tower E were complete and Tower D had been identified for further action. Promotion of events and heritage was integral to Tourism and Events delivery plans, and the Jaywick Neighbourhood Team Manager supported local groups to engage with the Jaywick Martello Tower and host activities there and in the surrounding area.

Tourism and Assets teams worked proactively to support destinations with advice to improve site accessibility and consider alternatives such as VR, virtual access and audio guides, as well as signposting to Historic England for further support.

Tendring Cultural Education Partnership

The report informed the Committee how the progress had been made on actions with young people and schools. Training and development, collaboration with schools, aspirations of young people, encouraged school trips and the establishment of a Cultural Partnership had been progressed by the Tendring Cultural Education Partnership (TCEP) working with the Partnerships team. Covid had stretched school resources and a light touch had been required, however there had been positive engagements with young people, within and outside of school through the TCEP support of Theatre Timoin's 'FLOOD', included winning a Galloper Wind Farm grant; supported the Theatre of Lemmings with a project to deliver 'George the Bookworm' to six Tendring primary schools in Summer 2022, Snapping the Stiletto's Art Award, and, worked with Clacton150, the delivery of the Coat of Arms design competition for which 42 schools were invited to take part, 11 participated and 200 entries were received from children.

Events

The Committee heard how the heritage strategy was agreed at the same time as the first Covid lockdown. As such, the scope of the events which had been possible to run to date was narrower than hoped when the strategy was developed. Despite Covid, the Council had continued to promote active engagement of audiences in heritage that also supported take up of healthy lifestyles. Projects in the last year included Octopus Ahoy! (22,776,678 steps recorded), Street Tag, the Heritage Trail that consisted of 19 information boards, four with augmented reality, two audio posts and one listening bench. The Listening bench had been played 2772 times, the railway audio post played 375 times and the Jaywick audio post play 604 times.

The Committee also heard how Street Tag was a community and schools (separate leader boards) based virtual tag activity with multiple trails, that included a bespoke Monument Trail, which used augmented reality to show key historic buildings. Teams had been competing for prizes. During Phase 1 from 16 July to 30 September 11 schools and 51 community teams logged a total of 26,187 miles, and 17,789,805 steps across walking, running and cycling. Street Tag was currently in its second phase and still very popular for schools and the community.

The Members were informed how the Council had not yet had the capacity to develop the unified narrative or 'brand' for all local historic properties and heritage assets, that included hidden heritage and healthy heritage as they require significant engagement with external partners which was resource intensive. The Council had the potential with the developments to the Love Tendring App to promote Tendring heritage within the district and to a wider regional and national audience.

Local projects

The report informed Members that the Heritage Lights in Clacton: having completed a cost exercise on the refurbishment of the lights the Council was pursuing external funding, the success of which would determine whether it was possible to take the project forward. Walton Maritime Museum had vacated their Council premises and were looking for premises closer to the town centre to increase footfall. Brightlingsea Lido had been transferred to Brightlingsea Town Council, who had given the lido to a Charitable Trust. The Trust had undertaken significant works, that included following the 2020 storm flooding damage and continued to work with the Town Council to develop proposals and initiatives for the site.

Outcomes

- *“Five conservation area appraisals are near completion, with 15 expected to complete over the next 12 months.*
- *A local non-designated heritage list is being prepared and expected in place by the end of 2022.*
- *Martello Tower E has had emergency repairs completed, a VLOG ([link](#)) was posted of progress. The two videos have received over 300 views combined.*
- *Treadwell Crane conservation is underway following a successful grant from Historic England.*
- *The Tendring Cultural Education Partnership is supporting schools and young people to access arts and heritage at home, school and in their local areas.*
- *Octopus Ahoy! ran for 10 weeks over Summer 2021 featuring 30 Octopuses, sponsored by local business and schools. 10,003 participants downloaded the app and logged 103,00 ‘finds’ and 22,776,678 steps across the event.*
- *The Heritage Trail was installed in July 2021 between Jaywick and Holland-on-Sea, celebrating the 150th anniversary of Clacton. There are 19 information boards featuring historic images and facts, included four boards with augmented reality, two listening posts and a listening bench. The train station listening post has been played 375 times, the Jaywick audio post 604 times and the Listening Bench played 2772 times.*
- *The Street Tag virtual activity launched on the 16 July. Participants can walk, run or cycle to virtual tag locations and gain points. This featured a bespoke Monument Trail that when beacons were reached, uses augmented reality to show historic images of key locations. During phase one, 703 participants across 11 schools and 51 community teams logged 26,187 miles, and 17,789,805 steps. Phase 2 is underway.*
- *Heritage Open Days and International Day of Monuments programmes are planned for 2022.*
- *Brightlingsea Lido has been transferred to the community with a supported five year management plan. Jaywick Managed Workspace will featuring hoardings created by local creative teams to showcase the area’s history”.*

The Committee Members asked a series of questions on the Heritage Strategy and the conservation policies and were provided with responses to those questions. These are set as an appendix to these Minutes.

After a discussion, the Committee thanked the Portfolio Holder for Leisure and Tourism and the Officers for the attendance and **NOTED** the contents of the report.

The meeting was declared closed at 10.22 pm

Chairman

RSOS Pre-meeting 02.02.21

Questions/Comments and Answers

Heritage Strategy Report

The Heritage Strategy is an overarching strategy that covers a broad spectrum of services and therefore many of the actions fall under the responsibility of different Portfolio Holders. The main Council Services with actions outlined in the Strategy are Assets, Planning, Tourism and Leisure.

Cllr and Question

- 1.** If we look around the District, there are buildings left to rot, and we need to look at preserving, enhancing and celebrating them.
 - We already assist Historic England with maintaining local entries on the Heritage at Risk Register. The Council has also begun reappraising the conservation areas. The first five Conservation Area Appraisals and Management Plans have been updated, all of which were Conservation Areas at Risk. The remaining 15 Conservation Areas will have their appraisals updated and management plans brought to the Planning Policy and Local Plan Committee in the next 12 months. As part of this, the Council has begun work on identifying the areas that may benefit from Article 4 Directions to extend planning and enforcement powers for the preservation and enhancement of the local historic environment.

- 2.** There are publications advertising Essex as a place to visit. We need to move to advertise the extensive history of Tendring.
 - The adopted Tourism Strategy and work plan highlights the service plan to delivery this through:

- brand identities such as Historic Harwich, and harnessing these for enhanced promotion,
- maximising the opportunities of digital marketing across websites such as Visit Essex, and Essex Sunshine Coast, and the LoveTending app
- to improve visitor infrastructure, including to heritage assets, through wayfinding and trails such as the Clacton150 Heritage Trail,
- to develop and improve the heritage offer through creating tangible, bookable products and experiences and widening the districts heritage offer. The first of the rescheduled Mayflower 2020 cruises is expected in June 2022.

3. Looking at Clacton there are the great Victorian Street Lamps at the promenade the Council is only now looking at them because they are falling apart. We also have the same issue with Martello Tower in Clacton that is being left to decay.

- Edwardian Lighting along Clacton Seafront: An Historic Assessment and Condition Report was completed in 2021 and the Economic Growth and Leisure service is now investigating options for external funding.
- Martello Towers D and E- emergency works at Tower E were completed in 2021; further investigations are currently underway to determine further phases of restoration. Tower D has been identified by Assets for future investigation later this year.

4. We have the Polebarn Lane Asset – protected by an Asset of community value designation. But we are not seeking to make best use of this.

- The ACV status is still pending for Imperial Hall. The 2021 report recommended that it did not meet the criteria for designation. The Council's Cabinet resolved to refer the decision to officers and for potential discussion and resolution between the owners and nominators. At the time of writing, no agreement has been secured.
- ACV status would delay any proposal to sell the property should that be proposed in the following 5 years that enables the local community to bid to buy it. An ACV is registered as a land charge against the building. If the building does not become available for sale within 5 years, the designation is removed.
- The Planning Policy team are in the early stages of preparing a list of non-designated local heritage assets and there will be an opportunity for buildings to be nominated, once the criteria has been agreed by the Planning Policy and Local Plan Committee

5. Why was housing allowed to be built at Martello Tower in Walton? That does not suggest that we value our Heritage Assets.

- Martello Tower K is in private ownership and a heritage impact assessment was carried out; this can be found in the planning application documents.
- [14/01303/FUL](#) Decision Report: English Heritage (Now Historic England) supported the redevelopment of the site and removal of the caravans as an opportunity to improve the setting of the tower
- [16/00369/FUL](#)- Historic England agreed that the objective for this site is to secure the immediate setting of the tower as open space, with the maintenance of key seaward views, together with repair and beneficial use of the tower.

6. Is there a complete list of heritage sites/assets in Tendring?

- National List available is on Historic England website.
- The Planning Policy team are in the early stages of preparing a list of non-designated local heritage assets and there will be an opportunity for buildings to be nominated, once the criteria has been agreed by the Planning Policy and Local Plan Committee

7. What is meant to come out of the work of the Local Plan and Policy Committee looking at plans? Can you explain it?

- The Planning and Local Plan Committee's meets on a regular basis to make decisions about Local Plan and strategic planning issues.
- The Planning Committee over planning applications listed building consents etc. that require executive decisions.

8. Are the Mile marker Kerb Stones listed?

- The Planning Policy team are in the early stages of preparing a list of non-designated local heritage assets and there will be an opportunity for buildings to be nominated, once the criteria has been agreed by the Planning Policy and Local Plan Committee
- Historic England set objectives for designations each year, more details of which can be found on their website, along with the current listing register.

9. Are we going to list War Memorials so they can be looked after?

- War Memorials are often listed as part of the Historic England register, which can be found on their website.
- The Planning Policy team are in the early stages of preparing a list of non-designated local heritage assets and there will be an opportunity for buildings to be nominated, once the criteria has been agreed by the Planning Policy and Local Plan Committee

10. Are the old finger post signs plotted around the District and are they being protected/preserved?

- The Planning Policy team are in the early stages of preparing a list of non-designated local heritage assets and there will be an opportunity for buildings to be nominated, once the criteria has been agreed by the Planning Policy and Local Plan Committee.

11. Are the Station house by railway being protected?

The Planning Policy team are in the early stages of preparing a list of non-designated local heritage assets and there will be an opportunity for buildings to be nominated, once the criteria has been agreed by the Planning Policy and