

APPENDIX A

RESOURCES AND SERVICES OVERVIEW AND SCRUTINY COMMITTEE FOR ENQUIRIES TO BE UNDERTAKEN IN 2023/24

Work Programme

[Draft Work Programme for 2023/24 outlining the planned for enquiries.]

Item	Date of Enquiry	Relevant Corporate Plan Theme/Annual Cabinet Priority	Information to be provided in advance	Those to be invited to attend	Articulated value of undertaking the review
<p>Scrutiny of the Budget proposals for 2024/25</p> <p>At this meeting it is proposed to also submit the draft highlight priorities of Cabinet for 2024/25 to support delivery of the Corporate Plan 2024-28. Those draft highlight priorities at to be considered by Cabinet on 15 December.</p>	<p>Currently programmed for early January 2024</p> <p>(Consideration will be given to the arrangements for scrutiny and proposals will be brought forward)</p>	<p>Strong Finances and Governance</p> <ul style="list-style-type: none"> - Balanced annual budget - 10 year financial plan - Effective and positive Governance 	<p>The Medium Term Financial Strategy, Budget proposals and variations (with reasons) from 2023/24, details of fees and charges and reserves/provisions.</p> <p>The emerging/approved corporate plan for 2024-28.</p>	<p>Leader of the Council (the Portfolio Holder for Finance and Governance)</p>	<p>To provide the envisaged reality check on budgets and financial plans prior to their approval and ensure that there are clear links between budget setting and strategic/operational plans</p>
<p>Carbon Neutral by 2030. To review progress against the Council's current Climate Change Action</p>	<p>The Committee's meeting on 12 December 2023</p>	<p>Delivering High Quality Services/ A7 - Carbon Neutral by 2030</p>	<p>The reports considered by the Climate Change Portfolio Holder Working Party prior to the adoption of the Council's current</p>	<p>Not applicable</p>	<p>To ascertain progress against the Action Plan 2020-2023 prior to the end of the period of the Action Plan and</p>

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<p>Plan and the emerging proposals for the next Climate Change Action Plan</p>			<p>Climate Change Action Plan</p> <p>The current Climate Change Action Plan</p> <p>An evaluation of achievements against the Climate Change Action Plan</p> <p>The emerging revised Climate Change Action Plan</p> <p>An evaluation of the anticipated extent to which the Council will achieve the stated aim of net Carbon Neutral by 2030.</p>		<p>inform a process of informing the development of the Action Plan for the next period towards the 2030 net zero policy objective.</p>
<p>To consider particular services/functions of the Council that should or could be Self-Funding (and thereby not be a call on the General Fund) and identify the extent to which they are self-funding and/or the measures needed</p>	<p>A Task and Finish Group to be established by the Committee at its meeting on 12 September 2023</p>	<p>Strong Finances and Governance</p> <ul style="list-style-type: none"> - Balanced annual budget - 10 year financial plan <p>Effective and positive Governance</p>	<p>Details of the services/functions that the Council considers should and could be self funding.</p> <p>Details of the services/functions concerned and the associated income and expenditure for those services (including appropriate recharges)</p>	<p>Leader of the Council (Portfolio Holder for Finance and Corporate Governance)</p> <p>Assistant Director for Finance and IT</p> <p>Appropriate Portfolio Holders (to be determined)</p>	<p>To assess and report on the extent to which services and functions that should and could be self funding are so funded and what steps could/should be taken to ensure those services/functions are self funded. There may be</p>

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<p>to move them to being self-funded.</p>				<p>based on the services/functions concerned) Appropriate Officers (to be determined based on the services/functions concerned)</p>	<p>further recommendations around the scope of these services/functions based on the ability to cover the cost of the same in the future.</p>
<p>The following emerged from a meeting under the Council’s Cabinet Scrutiny Protocol on 20 June 2023</p>					
<p>On street parking arrangements in the District – and parking PCNs, Permits, Traffic Regulation and enforcement. The Council’s participation in the North Essex Parking Partnership (NEPP), the work and business model of the Partnership.</p>	<p>To be allocated. (It may be that this is established as a joint Task and Finish Group – with Community Leadership Overview and Scrutiny Committee)</p>	<p>Community Leadership Through Partnerships <ul style="list-style-type: none"> • Joined up public services for the benefit of our residents and businesses <p>Strong Finances and Governance - Use assets to support priorities</p> </p>	<p>The business Model of the NEPP. The agreement for the NEPP. The use of Tendring District Council Officers to undertake enforcement of on-street parking restrictions. The current position in relation to the use of camera enforcement cars in the District. Information on scrutiny undertaken or proposed in the other partners of the NEPP – including</p>	<p>Representatives of Councillors on the NEPP Councillor Lee Scott, Essex County Council’s Portfolio Holder for Highways Maintenance and Sustainable Transport. This Council’s Portfolio Holder for Environment This Council’s Corporate Director for Operations and Delivery</p>	<p>To consider this partnership and the role of the Council within the Partnership, the overall financial risks to the Council and the work of the Partnership to support road safety e.g. outside of schools and short term parking in shopping areas and its contribution to the economic success of those shopping areas.</p>

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			Epping Forest, Harlow, Uttlesford, Braintree and Colchester Councils.		
A review of the Council's Open space management/ Maintenance arrangements, policies and budget.	To be allocated	<p>Delivering High Quality Services - Public spaces to be proud of in urban and rural areas</p> <p>Community Leadership Through Partnerships - Joined up public services for the benefit of our residents and businesses</p>	<p>Policies around open space management/ maintenance including levels and frequency of grass cutting, floral displays, wilding.</p> <p>Arrangements for securing seasonal staff to undertake the work at the required time.</p> <p>Details of all the open spaces that are maintained/managed by the Council and confirmation of ownership by the Council.</p> <p>Detail of the budget for open space management/ maintenance over the past five years</p> <p>Details of any known areas adjacent to Council Open Space tht is managed/maintained</p>	Portfolio Holder for Leisure and Public Realm	To review the policy position and experience and review the resources applied and the opportunities for joint working.

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			of Open Space managed/maintained by others such as Housing Associations and Town/Parish Councils		
WORK UNDERTAKEN					
<p>Post delivery scrutiny of the Sunspot commercial workspace in Brooklands, Jaywick Sands. The development consists of up of 24 low-cost business units, including six seafront shopfronts, as well as a covered market and event hall. It will also include a café, public toilet and community garden, along with new pavement provision and covered bus stop along Brooklands. The development, which is in partnership with</p>	<p>COMPLETED</p>	<p>A Growing and Inclusive Economy - Develop and attract new businesses - More and better jobs</p> <p>Building Sustainable Communities for the Future - Jaywick Sands - supporting the community</p> <p>Strong Finances and Governance - Use assets to support priorities</p>	<p>Details of the funding arrangements for the development of - £2.39million from the Government’s Getting Building Fund (through, the South East Local Enterprise Partnership), £2.04million from Essex County Council and £816,000 from Tendring Council.</p> <p>The initial costings for the development and the reasons for increases in the costings and the extent of project management around the development.</p> <p>Arrangements for the management of the development – initially and then subsequently – and the reasoning for the changes.</p>	<p>Deputy Leader (Portfolio Holder for Economic Growth, Regeneration & Tourism)</p> <p>Corporate Director (Place and Economic Growth)</p>	<p>To look at the original plans for the development, how those plans changed and the extent to which the objectives of the development have been/will be met.</p> <p>To conduct a cost-benefit analysis related to the financial investment in the development.</p> <p>To look at lessons learned around the management of this development project for wider project management and major schemes in the Council</p>

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<p>Essex County Council and the South East Local Enterprise Partnership.</p>			<p>Details of lettings of the business units, shops and café and use of the covered market and event hall.</p>		
<p>The Council's Waste Collection, recycling and street cleaning arrangements. This will include looking at kerb side and bring site recycling and the generation of recycling credits. It will also include the paid for garden waste collection service.</p>	<p>COMPLETED</p>	<p>Delivering High Quality Services Minimise waste; Maximise recycling</p>	<p>Details of the current contracts for waste collection, recycling and street cleansing and the planned activity to provide services after the end of the current contract terms.</p> <p>The budget spend and income for all areas in the scope of this review over the last five years.</p> <p>Recycling figures for all recyclable materials across the bring sites and overall residual waste and recycling rates per quarter for the District over the last five years.</p> <p>Numbers of missed bin collections reports by quarter over the last five years</p>	<p>Portfolio Holder for the Environment</p> <p>Corporate Director for Operations and Delivery</p>	<p>To assist the Committee to determine areas for scrutiny activity in the remaining period of the contract and to support contributions to the policy development in anticipation of the start of new arrangements at the end of the current contract term</p>

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<p>Council Enforcement arrangements, including:</p> <p>(a) Planning Enforcement (and other areas) where decisions are taken ‘in the public interest’ whether to take particular enforcement action. To look at written statements to support the basis of such judgements and the matters demonstrably weighed up in reaching such decisions,</p> <p>(b) The existing and possible opportunities for information to be provided by Ward Councillors in respect of matters which may attract enforcement</p>	<p>The Task and Finish Group commenced meetings on 14 September 2023. It submitted an interim report to the Overview & Scrutiny Committee on 12 December 2023 before proceeding further with the enquiry.</p>	<p>Delivering High Quality Services - Effective regulation and enforcement</p>	<p>Details of the adopted Corporate Enforcement Policy and the intended review date for that policy, training to officers on common elements of enforcement and relevant service area enforcement policies.</p> <p>Details of the extent to which the Corporate Enforcement Group has provided the route to ensuring a corporate consideration to utilising different enforcement powers to address e.g. problem premises.</p> <p>Written statements on the judgement to be applied when determining whether it is or is not in the public interest and example records where that weighed judgement has been set out (suitably redacted).</p>	<p>Portfolio Holder for Planning and Housing</p> <p>Director of Planning</p> <p>Portfolio Holder for Environment</p> <p>Corporate Director for Operations and Delivery</p>	<p>To identify the extent to which here are further steps that can be taken to further achieve a fair and equitable use of enforcement powers, taking account of relevant information and that the resources made available for enforcement are used to best effect.</p>
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<p>action and decisions to not take enforcement (given the unique role of Councillors in representing their Ward).</p> <p>(c) The extent to which enforcement powers are looked at in a silo or corporate way to ensure that (within the purposes of particular enforcement powers) the Council considers the ability to address non-compliances robustly.</p> <p>(d) The experience of fly tipping on public land and the actions to deter such fly tipping The use of mobile CCTV cameras overly and covertly to identify offences</p>			<p>Numbers of fly tipping instances recorded by the Council by quarter for the past five years in respect of public land and the measures taken to deter fly tipping.</p> <p>The policy and experience of the use of deployable CCTV cameras as part of enforcement (including covert and overt use).</p>		
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