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RESOURCES AND SERVICES OVERVIEW AND SCRUTINY COMMITTEE FOR ENQUIRIES TO BE UNDERTAKEN IN 2024/25

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
Post delivery scrutiny of the Sunspot commercial workspace in Brooklands, Jaywick	Off agenda briefing note by the end of September 2024	<input type="checkbox"/> Financial sustainability and openness	<p>Management arrangements for the commercial workspace.</p> <p>Details of the lettings of the business units, shops and café and the use of the covered market area and event hall (including lease terms) from the opening of the development.</p> <p>Details as to how the operation of the workspace supports enhances, compliments activities at the Jaywick Resources Centre.</p>	<p>Portfolio Holder for Economic Growth, Regeneration and Tourism</p> <p>Corporate Director, Place and Economy</p>	To provide the Committee with information on the development since it opened and identify matters for further enquiry, would be beneficial.
To examine the Asset management arrangements of the Council and consider the extent to which asset	Through A Task and Finish Group	<input type="checkbox"/> Championing our local environment	A complete list of TDC assets (specifically property & land) and the ward they are located in.	<p>Portfolio Holder Assets</p> <p>Assistant Director,</p>	The enable the examination of asset management and utilisation with a view to supporting

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<p>acquisition and disposal is strongly linked to the ambitions of the corporate plan.</p> <p>The enquiry will look at land assets and their use/value to the Council and community properties, investment in them and the use to which they are put, IT Assets and Beach Hut (bases).</p> <p>[This matter will not look at Human Resources or matters in the Housing Revenue Account].</p>		<ul style="list-style-type: none"> <input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Raising aspirations and creating opportunities <input type="checkbox"/> Promoting our heritage offer, attracting visitors and encouraging them to stay longer <input type="checkbox"/> Financial sustainability and openness 	<p>Repairing obligations (for this Council) costings in relation to maintenance for land & property asset.</p> <p>The enquiry will look at unused assets (eg toilet block at the junction of Coppins Road and Old Road, Clacton).</p> <p>IT equipment and software acquisition, maintenance licences, disposal and the opportunity to harness digital solutions and be as efficient in transactional services, as possible across the Council. This should look at contacts (and costs of contact) and use of AI chatbot systems to improve experience and reduce multiple handling enquiries.</p>	<p>Building and Public Realm</p> <p>Assistant Director Finance IT</p> <p>Appropriate other Portfolio Holders and Officers</p>	<p>delivery of the corporate plan 2024 and recommendations to release assets that do not contribute to that plan or otherwise rationalise assets to improve effectiveness and efficiency of those assets.</p>
Housing Strategy Development and Infrastructure and	Through Task and Finish Group		Policies and Practice documents of the Council in respect of	Portfolio Holder, Housing and Planning.	To look at possible improvements to temporary

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<p>Temporary Accommodation. The enquiry will include a look at how the Council maintain its list of private landlords and if the Council quality check those properties as suitable.</p>		<p><input type="checkbox"/> Working with Partners to improve quality of life</p> <p><input type="checkbox"/> Financial sustainability and openness</p>	<p>the use of private rented accommodation for those needing housing.</p> <p>The average time people are placed in temporary rented housing accommodation. Details of complaints by those people in rental accommodation. Numbers of HRA properties over the last five years including acquisitions and disposals.</p> <p>The current housing strategy and any development draft of a new strategy as well as an assessment as to how the current strategy has been delivered.</p>	<p>Assistant Director, Housing and Environment</p> <p>A representation of private landlords</p>	<p>accommodation provision and make recommendations there on.</p> <p>To determine the strategic direction of the Council in respect of Housing and the extent to which this has been delivered.</p>
<p>Careline Transition Arrangements</p>	<p>Committee meeting due to be held on 1 July 2025 (or at a</p>		<p>Since the Cabinet decision on 21 February in respect of the future of Careline,</p>	<p>Portfolio Holder for Partnerships</p>	

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	Special Meeting of the Committee before then if required)		Officers have been able to progress with more detailed discussions with Colchester City Council and Colchester Helpline about how our respective Careline and Helpline services operate and the best route towards a smooth transition, which has included engaging staff in discussions on a more technical level to understand the capability of IT systems and mobile devices. Our HR Team has also been actively engaging with all staff, both collectively and on a one to one basis in the run up to the formal consultation on staff transfer arrangements. Officers are also progressing with the review of third-party contracts with legal advice ahead of	Corporate Director (Planning and Community) Assistant Director (People)	
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			<p>decisions to serve notice and terminate the remaining contracts ahead of the transfer.</p> <p>All of these workstreams and discussions will feed into the heads of terms for a legal agreement and a detailed transition plan that will require Portfolio Holder agreement in due course; but at this point in time, the detail of the transition is still being worked up and Officers will not be in a position to report much by way of an update to this Resources and Services Overview and Scrutiny meeting on that detail. Officers however do consider that there will likely be more to report come July once Officers have completed the current phase of discussions</p>		
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			and have moved more into the detailed consideration of heads of terms and transition milestones.		
COMPLETED					
Portfolio Holder Update	22 July 2024	<input type="checkbox"/> Championing our local environment <input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Financial sustainability and openness	Updated the Committee on work in relation to his role as Portfolio Holder.	Councillor Mike Bush – the then Portfolio Holder for Environment	Enabled the Committee to be aware of the significant areas of the responsibility with in the Portfolio and the areas the Portfolio Holder was addressing currently.
Portfolio Holder Update	At Committee on 23 September 2024	<input type="checkbox"/> Championing our local environment <input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to	Updated the Committee on work in relation to his role as Portfolio Holder.	Councillor Peter Kotz – Portfolio Holder for Assets	Enabled the Committee to be aware of the significant areas of the responsibility with in the Portfolio and the areas the Portfolio Holder is addressing currently

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		<p>improve quality of life</p> <p><input type="checkbox"/> Financial sustainability and openness</p>			
<p>Council Enforcement arrangements including the extent to which enforcement powers are looked at in a silo or corporate way to ensure that (with in the purposes of particular enforcement powers) the Council considers the ability to address non-compliances robustly.</p>	<p>Through Task and Finish Group.</p> <p>[This continues the work in 2023/24 where enforcement arrangements around planning, was examined].</p>	<p><input type="checkbox"/> Championing our local environment</p> <p><input type="checkbox"/> Pride in our area and services to residents</p> <p><input type="checkbox"/> Promoting our heritage offer, attracting visitors and encouraging them to stay longer</p> <p><input type="checkbox"/> Financial sustainability and openness</p>	<p>The detail to the extent to which the Corporate Enforcement Group has provided the route to ensuring a corporate consideration to utilising a range of enforcement powers to address problem premises. An update on the implementation of recommendations made in 2023/24 around planning.</p> <p>To examine fly tipping and the use of mobile CCTV as part of enforcement.</p>	<p>Leader of the Council</p> <p>Corporate Director for Operations and Delivery</p> <p>Assistant Director, Partnerships</p> <p>Appropriate Portfolio Holders and Officers</p>	<p>To identify any possible areas for improved enforcement arrangements and to make recommendations there on.</p> <p>Final Report of the Working Group on Fly Tipping and Mobile CCTV enforcement was submitted to the meeting of the Committee held on 23 September 2024.</p> <p>The Committee's recommendations were then submitted to the meeting of the Cabinet held on 15 November 2024.</p>

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					Cabinet's decision is set out in Appendix B.
Pre-Budget Scrutiny Consider long-term forecasts. Challenging assumptions/testing zero base budgeting. Consider repeated overspends/underspends Addressing performance/budget requirements.	At Committee on 13 January 2024 [Pre-meeting 6 January 2025]	<input type="checkbox"/> Championing our local environment <input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Raising aspirations and creating opportunities <input type="checkbox"/> Promoting our heritage offer, attracting visitors and encouraging them to stay longer <input type="checkbox"/> Financial sustainability and openness	The 2024/25 Budget and update the end of Q3, draft budget for 2025/26 and the financial strategy plus details of significant overspend and underspend over the last five financial years.	All Portfolio Holders All Members of Management Team	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. At its formal meeting held on 13 January 2025, the Committee considered the Executive's initial budget proposals for 2025/26 in respect of both the General Fund (GF) and Housing Revenue Account (HRA) for in accordance with the provisions of Budget and Policy Framework Procedure Rule 3 of

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					<p>the Council's Constitution.</p> <p>The Committee's recommendations were submitted to the Cabinet at its meeting held on 31 January 2025.</p> <p>Also at its meeting held on 31 January 2025, the Committee considered the Executive's initial highlights priorities proposals.</p> <p>The Committee's recommendations were submitted to the Cabinet at its meeting held on 17 March 2025.</p>
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