

# Unrestricted Document Pack

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HEAD OF PAID SERVICE'S OFFICE  
HEAD OF PAID SERVICE  
Richard Holmes

28 May 2019

Dear Councillor

You are summoned to attend the meeting of the;

## **OVERVIEW AND SCRUTINY COMMITTEE**

on **WEDNESDAY 5 JUNE 2019** at **7.30 pm**.

in the Council Chamber, Maldon District Council Offices, Princes Road, Maldon.

A copy of the agenda is attached.

Yours faithfully



Head of Paid Service

### COMMITTEE MEMBERSHIP

#### CHAIRMAN

Councillor M W Helm

#### VICE-CHAIRMAN

Councillor R P F Dewick

#### COUNCILLORS

E L Bamford  
V J Bell  
M S Heard  
C P Morley  
S P Nunn  
R H Siddall

Please note: Limited hard copies of this agenda and its related papers will be available at the meeting.  
Electronic copies are available via the Council's website [www.maldon.gov.uk](http://www.maldon.gov.uk).

## **Maldon District Council's Strategic Themes**

- Front line services retained
- Best value procurement and project management ensured
- Customers' expectations exceeded
- Customer access through technology promoted
- An open and transparent organisation
- Fair funding proactively sought
- Outcome led engagement and smart partnering
- Continuing to work sustainably
- Resilience and autonomy maintained
- Increased income through commercialisation
- Current Local Development Plan reviewed
- Preparation for the next Local Development Plan period
- A clean and tidy District
- Reduced household waste
- Our open spaces maintained for the enjoyment of all
- Improved air quality
- Partnership working to protect our countryside and coastline
- Sound and tested environmentally friendly initiatives delivered
- A five-year housing land supply maintained
- Strategic sites delivered in accordance with the Local Development Plan brought forward
- Affordable housing targets in the Local Development Plan achieved
- Section 106 planning agreements are effectively discharged
- Partnerships are developed to maintain coastal defences
- Improved access to Superfast Broadband across the District
- Working with communities and partners to support our health and wellbeing priorities: obesity, mental health, social isolation and loneliness, and older people's health
- Partnership working to safeguard vulnerable adults, children and families
- Effective engagement to support strong and resilient communities
- Delivery of strategic employment sites in accordance with the Local Development Plan
- Partnership working to provide an Enterprise Centre
- Rural business and diversification supported
- Improved access to Superfast Broadband across the District
- Tourism supported and encouraged
- Efficient and effective engagement with businesses



**AGENDA**  
**OVERVIEW AND SCRUTINY COMMITTEE**  
**WEDNESDAY 5 JUNE 2019**

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1. **Chairman's notices (please see overleaf)**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 8)

To confirm the Minutes of the meeting of the Overview and Scrutiny Committee held on 10 April 2019 (copy enclosed).

4. **Public Participation**

To receive the views of members of the public on items of business to be considered by the Committee (please see below):

1. A period of ten minutes will be set aside.
2. An individual may speak for no more than two minutes on a specific agenda item, the time slots to be allocated on a "first come first served" basis.
3. Participation may take the form of a statement, or alternatively a question to be addressed to the Chairman. There will be no discussion on questions put unless it is formally moved. In line with the current scheme applied to other Committees, the questions must:
  - not be defamatory, frivolous, vexatious or offensive;
  - not be the same or substantially the same as another question to the same meeting or anything so put in the last six months;
  - not involve the disclosure of confidential or exempt information.
4. Anyone wishing to speak must notify the Committee Clerk between 7.00pm and 7.20pm prior to the start of the meeting.

5. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-8 inclusive of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

6. **Terms of Reference for the Overview and Scrutiny Committee** (Pages 9 - 12)

To note the responsibilities pertaining to the Overview and Scrutiny Committee.

7. **2018-19 Programme of Work Update and 2019-20 Programme of Work**  
(Pages 13 - 20)  
  
To consider the report of the Director of Resources (copy enclosed).
8. **Any other items of scrutiny Members wish to consider**
9. **Any other items of business that the Chairman of the Committee decides are urgent**

### **NOTICES**

#### **Sound Recording of Meeting**

Please note that the Council will be recording any part of this meeting held in open session for subsequent publication on the Council's website. At the start of the meeting an announcement will be made about the sound recording. Members of the public attending the meeting with a view to speaking are deemed to be giving permission to be included in the recording.

#### **Fire**

In event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

#### **Health and Safety**

Please be advised of the different levels of flooring within the Council Chamber. There are steps behind the main horseshoe as well as to the side of the room.

#### **Closed-Circuit Television (CCTV)**

This meeting is being monitored and recorded by CCTV.



**MINUTES of  
OVERVIEW AND SCRUTINY COMMITTEE  
10 APRIL 2019**

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**PRESENT**

Chairman	Councillor M W Helm
Vice-Chairman	Councillor
Councillors	P G L Elliott, M S Heard, S J Savage and Miss S White
In Attendance	Councillor H M Bass

**2039. CHAIRMAN'S NOTICES**

The Chairman drew attention to the list of notices published on the back of the agenda.

**2040. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R P F Dewick, I E Dobson, and N R Pudney.

**2041. MINUTES OF THE LAST MEETING**

**RESOLVED**

- (i) that the Minutes of the meeting of the Committee held on 27 February 2019 be received.

**Minute No. 901 – Presentation from the Clinical Commissioning Group**

Councillor M S Heard requested that the paragraph on page 1078 of the minute book be amended to read as follows:

*“Councillor M S Heard suggested the inclusion of a flyer with the annual Council Tax Bill for raising public awareness. The Director of Resources advised that the deadline for inclusion this year has been missed. Members suggested that the CCG attend a September 2019 meeting of the Committee to discuss the inclusion of information with the 2020/2021 bill.”*

**RESOLVED**

- (ii) that subject to the above amendment the Minutes of the meeting of the Committee held on 27 February 2019 be confirmed.

## **2042. PUBLIC PARTICIPATION**

There was none.

## **2043. DISCLOSURE OF INTEREST**

There were none.

## **2044. 2018/19 PROGRAMME OF WORK UPDATE AND 2019/20 PROGRAMME OF WORK**

The Director of Service Delivery presented the report to Members, which provided an update on the progress of the programme of work for the 2018/19 period and ongoing scrutiny topics to be carried over to the 2019/20 programme of work.

- **Provision of Healthcare Services** – it was noted that an invite will be sent to the CCG for the October 2019 meeting of this Committee.
- **Section 106** – The next six-monthly report for Members will be presented at the August 2019 meeting of this Committee. In response to a query about allotment allocation the Director of Strategy, Performance and Governance advised that he was aware of the request to modify the policy.
- **Provision of Car Parking** – a meeting had been organised for 17 April 2019 between Councillor S J Savage, the Director of Service Delivery and the South Essex Parking Partnership Manager, Nick Binder, to discuss provision. Outcomes would be reported back to the next meeting.
- **Review of Fire and Rescue Service Provision in the Dengie** – following the Police Fire & Crime Commissioner (PFCC) Briefing with Members in February 2019 further information had been requested on the Fire Break Project. This would be shared with Members once received.
- **Waste Contract** – Following the attendance of SUEZ at the October 2018 meeting of this Committee, where reliability of vehicles was discussed, it was noted there had been no resurgence of the problem. The situation would continue to be monitored.

In response to a question from Councillor M S Heard about recycling destinations the Director of Service Delivery advised that the previous information provided by the Waste and Street Scene Manager would be circulated to Members subsequent to the meeting.

- **Dealing with Waste Water** – At the Coastal and Flood Meeting on 26 February 2019 it was noted that numerous issues raised by Members had been linked to Anglian Water who were not in attendance. A position statement was still outstanding, and discussions were expected to take place with senior contacts at Anglian Water to resolve this.
- The Committee was informed that Anglian Water, statutorily, have to confirm

they can accommodate the removal of foul water. Members were also advised that, in tandem with Essex County Council, a water cycle study had been commissioned looking into all water related issues, resulting in a real statement of fact. The results would be reported back to a future meeting.

Councillor Miss S White raised the issue of the Planning Inspector conditioning the build of 75 houses in North Fambridge subject to capacity issues at Latchingdon recycling centre being resolved. She said that her main concern was that Anglian Water would simply increase the volume of untreated sewage into the Blackwater river.

She asked that she be included in all future meetings on waste water issues and advised the Committee that the Maldon Harbour Improvement Commissioners (MHIC) had started a water pollution watch group with a number of parties, including Northumbrian Water (Essex & Suffolk). She stressed that in order to protect the Blackwater it was incumbent on Maldon District Council to work in partnership with other agencies to prevent pollution. She concluded by asking that the Planning Department be kept informed of progress, so they can monitor the situation accordingly.

In response the Director of Strategy, Performance and Governance said he would ensure the appropriate Member was kept informed.

#### **RESOLVED**

- (i) that the contents of the report be noted, and any actions as mentioned above be carried out.

### **2045. ANY OTHER ITEMS OF SCRUTINY MEMBERS WISH TO CONSIDER**

The Director of Service Delivery requested that Members present items for discussion and inclusion on the Programme of Work 2019/20.

Councillor S J Savage advised that previous information circulated to Members regarding the charge of Council Tax on new build dwellings was incorrect and requested further clarification was provided. He confirmed that the item of scrutiny was to determine at what point a new build house becomes liable for Council Tax. He would like this included in the Programme of Work 2019/20.

Councillor M S Heard stated that following his retirement from the Police he no longer needed to declare a non-pecuniary interest. However, he wished to raise a scrutiny issue around the allocation of space in the foyer as there was a business opportunity to generate income from this space. One area that could be explored was the use by Police of an alcove area for confidential meetings with members of the public.

Councillor Elliott requested that the Monitoring of the Organisational Change Programme be retained on the Programme of Work 2019/20 as a live issue.

#### **RESOLVED**

- (i) that Members were advised what point a new build becomes liable for Council Tax.
- (ii) that business opportunities within the foyer were considered, with a view to

providing a confidential space for the Police.

- (iii) that Monitoring of the Organisational Change Programme remains on the Programme of Work.

The Chairman took the opportunity to thank the Members, Officers and the Clerk for their work over the course of this past year.

## **2046. EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED** that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

## **2047. TRANSFORMATION PROGRAMME SUMMARY**

The Committee considered the report of the Director of Resources which detailed a work stream update of the Transformation Programme as agreed by the Council on 9 August 2018.

The Director of Strategy, Performance and Governance took the Committee through the report and Members congratulated Officers on the success of Phase 1 and the following points were discussed:

- Consideration would be given to hold training sessions for Members within business hours.
- Agile working was to be encouraged throughout the authority, systems such as Skype would complement this and ensure staff are contactable when working remotely; it was noted that work is an activity and not a place.
- Health and Safety was a shared responsibility and Maldon District Council would do as much as was reasonably practicable to ensure the safe agile working of staff, however, staff were equally responsible for their individual safety.
- Concerns over the welfare of staff and the creation of an impersonal workforce were acknowledged. It was confirmed that a culture project was in place where these issues would be addressed.

### **RESOLVED**

- (i) that the aforementioned queries raised by Members were investigated and reported back to a future meeting.
- (ii) that a further Transformation Programme update be provided at a future meeting of the Committee.

There being no further items of business the Chairman closed the meeting at 8.17 pm.

M W HELM  
CHAIRMAN





## **REPORT of DIRECTOR OF RESOURCES**

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**to  
OVERVIEW AND SCRUTINY  
5 JUNE 2019**

### **TERMS OF REFERENCE: OVERVIEW AND SCRUTINY COMMITTEE**

#### **1. PURPOSE OF THE REPORT**

- 1.1 To inform Members of the Terms of Reference for the Overview and Scrutiny Committee.

#### **2. RECOMMENDATIONS**

- (i) Members are asked to note the Terms of Reference (ToRs) at **APPENDIX 1** to the report.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 At Statutory Annual Council on 16 May 2019 the new constitution for the O&S Committee was approved.
- 3.2 In light of this it is incumbent on the Council to apprise Members of the ToRs for all its Committees.

#### **4. CONCLUSION**

- 4.1 Attached at **APPENDIX 1** are the ToRs for the Overview and Scrutiny Committee.

#### **5. IMPACT ON STRATEGIC THEMES**

- 5.1 The work of the Overview and Scrutiny Committee supports an open and transparent organisation.

#### **6. IMPLICATIONS**

- (i) **Impact on Customers** – None
- (ii) **Impact on Equalities** – None
- (iii) **Impact on Risk** – None

- (iv) **Impact on Resources (financial)** – None
- (v) **Impact on Resources (human)** – None
- (vi) **Impact on the Environment** – None
- (vii) **Impact on Strengthening Communities** - None

Background papers: None.

Enquiries to: Emma Foy, Director of Resources, (Tel: 01621 875762).

## **TERMS OF REFERENCE**

### **OVERVIEW AND SCRUTINY COMMITTEE**

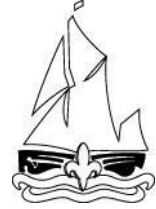
The Committee shall discharge the following responsibilities;

1. To review and/or scrutinise decisions made by, and the performance of, both Committees and Council Officers, which will include consideration of Officer reports and recommendations following complaints by members of the public in relation to service delivery;
2. To question Members and Officers on decisions and performance, relating to comparisons with service plans and targets, or in respect of particular decisions, initiatives or projects;
3. To make recommendations to the Head of Paid Service, Directors, the appropriate Committee and/or Council arising from the outcome of the scrutiny process;
4. To work alongside the Finance and Corporate Services Committee in the monitoring of the Council's achievement of Value for Money. In particular to ensure that satisfactory arrangements are in place to promote economy, efficiency and effectiveness;
5. To prepare an annual work plan identifying particular topics which may be considered for review during the year;
6. To exercise overall responsibility for the finances and resources made available to it.
7. To consider any matter referred to it by the Council and recommend to the Council accordingly
8. To convene at least twice a year as the Council's Crime and Disorder Committee to -
  - Review or scrutinise decisions made, or action taken, in connection with the discharge by the responsible authorities (within the meaning of section 5 of the Crime and Disorder Act 1998) of their crime and disorder functions;
  - Make reports or recommendations to the Council with respect to the discharge of those functions;
  - Make reports or recommendations to the Council on local crime and disorder matters (as defined);
  - Consider requests and references from Members of the Council not on the Committee on local crime and disorder matters.

The Committee may in its discretion discharge the following responsibilities;

9. To assist the Council in the development of its budget and policy framework as detailed in the Council's Budget and Policy Framework Rules;
10. To conduct research including community and other consultations and assist in the analysis of policy issues and possible options;

11. To consider and propose mechanisms to encourage and enhance community participation in the development of policy options;
12. To liaise with external organisations operating in the Maldon District, whether national, regional or local, to assist in enhancing the interests of local people by collaborative working;
13. To review and scrutinise the performance of other public bodies in the Maldon District and invite reports and request them to address the Overview and Scrutiny Committee and local people about their activities;
14. To question Member, Officers, and if necessary, the public on issues and/ or proposals affecting the Maldon District;
15. To consider any matter referred to it by a Committee and recommend to the relevant Committee accordingly. The following may be referred to the Overview and Scrutiny Committee:
  - (a) Ombudsman reports
  - (b) Reports of statutory inspection
  - (c) Draft policies plans and strategies which are recommended by Committee to the Council for approval
  - (d) The draft Budget which is recommended to the Council by the Finance and Corporate Services Committee
  - (e) Any proposals for modification of the Authority's Constitution
17. Consideration of petitions in accordance with the Council's Petition Scheme including requests for a review of the Council's response to petitions.



## **REPORT of DIRECTOR OF RESOURCES**

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to  
**OVERVIEW AND SCRUTINY COMMITTEE**  
**5 JUNE 2019**

### **2018/19 PROGRAMME OF WORK UPDATE AND 2019/20 PROGRAMME OF WORK**

#### **1 PURPOSE OF THE REPORT**

- 1.1 The purpose of this paper is to provide an update on the work programme of this Committee for 2018/19 and to allow for a Committee discussion of potential areas for the 2019/20 work programme.
- 1.2 To identify items of scrutiny that can be removed from the work programme.

#### **2. RECOMMENDATION**

- (i) That the contents of this report be noted and, following a discussion at the meeting on potential areas for the 2019/20 work programme, the Director of Resources work with the Chairman and Vice-Chairman of this Committee to produce the 2019 / 20 work programme.
- (ii) To identify Member Sponsors for the topics of scrutiny listed in the Programme of Work where applicable.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 This report is for Members' information only.
- 3.2 The Committee has previously considered and agreed a programme of work for 2018/19; other issues have been added subsequently. **APPENDIX 1** provides an update on each of the agreed scrutiny topics. **APPENDIX 2** lists the items under a watching brief.

#### **4. CONCLUSION**

- 4.1 The work programme for 2018/19 progressed in line with expectation and where agreed, ongoing scrutiny topics will be carried over to the 2019/20 work programme.
- 4.2 Additional areas arising from discussion at this Committee meeting will be scoped and added to a work programme which will be presented at the next Committee meeting.

## 5. IMPACT ON STRATEGIC THEMES

- 5.1 The work of the Overview and Scrutiny Committee supports an open and transparent organisation.

## 6. IMPLICATIONS

- (i) **Impact on Customers** – Scrutiny work may aid in improvements to service to the public by the Council and external authorities.
- (ii) **Impact on Equalities** – None identified.
- (iii) **Impact on Risk** – Recommendations arising from scrutiny could assist in mitigating corporate risks.
- (iv) **Impact on Resources (financial)** – Officer time in preparing the reports and supporting information.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on the Environment** – None identified.

Background papers: None.

Enquiries to: Emma Foy, Director of Resources, (Tel: 01621 875762).

## Overview and Scrutiny Committee

## 2018 / 19 Programme of Work

Scrutiny topic	Member Sponsor	Lead Officer	Scope of Scrutiny
<b>Monitoring of the Organisational Change Programme</b>	(New sponsor to be decided)  Councillor R P F Dewick	Director of Resources	<p>Following the decision by Council on 7<sup>th</sup> June 2018 to progress with Ignite's Future Council model, the Committee will monitor the implementation of this organisational change programme.</p> <p>An update on the implementation was provided to the Committee for its October 2018 meeting when it was agreed that Members will receive regular updates on the progress of the Council Transformation and that minutes of the Transformation Board will be available through the Modern.Gov application.</p> <p>The updated provided at the April 2019 meeting provided the following information was provided in response to Members questions:</p> <ul style="list-style-type: none"> <li>• Consideration would be given to holding training sessions with Members within business hours.</li> <li>• Agile working was to be encouraged throughout the authority and would be complimented by systems such as Skype. It was noted that work is an activity and not a place.</li> <li>• The Council would do as much as is reasonably practicable to ensure the safe agile working of staff, however staff were equally responsible for their individual safety.</li> <li>• Concerns over staff welfare and the creation of an impersonal workforce were raised. The Director of Service Delivery confirmed that a culture project was looking into addressing these issues.</li> </ul> <p>A further update will be provided at the July 2019 meeting of this Committee.</p>
<b>Provision of Car Parking</b>	Councillor M W Helm	Director of Service Delivery	<p>A meeting took place between the Director of Service Deliver and Councillor S J Savage to discuss enforcement issues near to prom Park during events.</p> <p>The Director of Service Delivery called a meeting with the South Parking Essex Partnership on 17 April. In attendance Councillor S J Savage and The Senior Community Protection Officer. It was agreed to review parking restrictions in the area which are affected by seasonal parking difficulties. The Council has formally asked the Parking Partnership to undertake the review and carry out all necessary consultation before making a decision on any amendments.</p> <p>The Director of Service Delivery to report back to the July 2019 meeting.</p>

<p><b>Dealing with Waste Water</b></p>	<p>Councillor Miss S White</p>	<p>Director of Strategy, Performance and Governance</p>	<p>The Committee raised concerns over the use of an experimental pumping system for foul water removal at new developments within the district, the lack of capacity at pumping stations, and the liability for any failure of foul water drainage which may occur.</p> <p>Members discussed the responsibility of foul water removal at new developments within the District and voiced frustration over conflicting reports from Anglian Water Authority (AWA). It was requested that Anglian Water attend a future meeting of the Committee and provide a report on the removal of foul water.</p> <p>Following on from the Committee's request, a meeting was held with Councillor Miss S White which identified two issues and two work streams.</p> <ol style="list-style-type: none"> <li>1. The first is the consistency between Anglian Water Authority's consultation responses to planning applications and comments that have been made in meetings about capacity constraints; and</li> <li>2. the wider issue of the long-term adequacy of the sewerage and surface water drainage systems (combined in many areas) to cope with growth and storms.</li> </ol> <p>Officers have actioned the above matters as follows:</p> <p>The principle of a position statement has been requested from Anglian Water and officers are awaiting confirmation that this approach is feasible. The scope of such a statement will be agreed directly this is confirmed.</p> <p>The Coastal and Flooding meeting, on 26<sup>th</sup> February 2019, noted that the numerous issues raised by Members had been linked to Anglian Water who were not in attendance. A position statement was still outstanding, and discussions were expected to take place with senior contacts at Anglian Water.</p> <p>A separate meeting has taken place with Essex County Council with regards to working in partnership to develop a district wide Water Cycle Study as a future project. In 2010 the Council commissioned a Scoping Water Cycle Study for Maldon Town &amp; Heybridge only. Any future Study will extend the area across the whole district and will be aimed at a strategic approach to the management of all water streams alongside any proposed growth for the Maldon district. At the April 2019 meeting the Director of SPG advised that the results will be reported back to a future meeting.</p> <p>The Maldon Harbour Improvement Commissioners (MHIC) had started a water pollution watch group with a number of parties, including Northumbrian Water (Essex &amp; Suffolk). Councillor Miss White requested that Maldon District Council work in partnership with other agencies to prevent pollution and protect the Blackwater.</p> <p>The Director of Strategy, Performance and Governance will provide an update to the July 2019 meeting.</p>
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<p><b>Provision of Healthcare Services - including the recruitment and retention of GPs</b></p>	<p>(New sponsor to be decided)</p>	<p>Director of Service Delivery</p>	<p>Representatives from the Clinical Commissioning Group (CCG) attended the February 2019 meeting and provided Members with an update on the work of the CCG over the past twelve months and updates on the following current and future projects:</p> <ul style="list-style-type: none"> <li>• Primary Care Foundations Project (Mid Essex);</li> <li>• NHS Long Term Plan;</li> <li>• GP Recruitment.</li> </ul> <p>The Committee was informed of a visit to Holland in October 2018 where progressive working has been identified and is currently being translated into working practice within the Dengie. Projects included the following:</p> <ul style="list-style-type: none"> <li>• 15 Minute Project;</li> <li>• Neighbourhood Care;</li> </ul> <p>An invitation will be sent to the CCG for the August 2019 meeting of the Committee.</p>
<p><b>Section 106</b></p>	<p>(New sponsor to be decided)</p>	<p>Director of Strategy, Performance and Governance</p>	<p>It was agreed that the Committee would receive an update on Section 106 Agreements on a six-monthly basis.</p> <p>A detailed report was submitted to the Committee for its February 2019 meeting which set out the progress on Section 106 projects delivered by Maldon District Council, NHS England, and Essex County Council.</p> <p>The Committee was advised that the monitoring and recording of Section 106 Agreements (S106) had significantly improved.</p> <p>It was agreed that:</p> <ul style="list-style-type: none"> <li>• Provision of funds for allotments within the Garden Suburb will be reported back to the Committee.</li> <li>• Clarification on the spending of £12,000.00 to Burnham Town Council to be confirmed and provided to the relevant parties.</li> </ul> <p>The next six-monthly report will be submitted to the August 2019 meeting.</p>

## APPENDIX 1

<b>Review of Fire and Rescue Service provision in the Dengie</b>	(New sponsor to be decided)	Director of Service Delivery	<p>Concern was raised that the Fire Authority was looking into closing fire stations within the Maldon District, i.e. Tillingham and Burnham-on-Crouch. It was noted that were this to happen the closest Fire Service to the Dengie would be located at South Woodham Ferrers.</p> <p>A public meeting with the Essex Police, Fire and Crime Commissioner took place on 8<sup>th</sup> January 2019. A private briefing for Members took place on 7<sup>th</sup> February 2019.</p> <p>Further information on the Fire Break Project has been requested and will be shared with Members once received.</p>
<b>Council Tax</b>	(New sponsor to be advised)	Director of Resources	<p>To determine at what point a new build house becomes liable for Council Tax.</p> <p>Previously the Director of Resources had provided the following information on this query:</p> <ul style="list-style-type: none"> <li>• The Council offers no relief of empty properties (existing).</li> <li>• When the new build is substantially completed or within 3 months of being substantially complete we service a formal completion notice. This is normally the effective date that a property is entered into the valuation list. The property is reported to the Valuation Office Agency who determine the effective date and relevant banding, and then place the property into the Valuation List.</li> </ul>
<b>Business Opportunities within the Council</b>	Councillor M S Heard	Director of Resources	<p>To look at the allocation of space within the foyer and identify business opportunities to generate income for the Council.</p> <p>Councillor M S Heard asked that an area that could be explored was the use by Police of an alcove area for confidential meetings with members of the public.</p> <p>This is to be discussed with the tenant at the next Landlord and Tenant Liaison meeting.</p>

## Overview and Scrutiny Committee

## 2018 / 19 Programme of Work: items with a watching brief

Scrutiny topic	Member Sponsor	Lead Officer	Scope of Scrutiny
<b>Waste Contract – reliability of the contractor vehicles</b>	Councillor R P F Dewick  Councillor M S Heard	Director of Service Delivery	<p>In response to questions raised, Members were advised that the waste contractor was being scrutinised following issues surrounding the reliability of vehicles and the impact on the delivery of service.</p> <p>Members were also seeking clarification/confirmation of where the Districts recycling is sent to following processing.</p> <p>A detailed report was provided to the Committee in October 2018 which updated Members on the collection of waste within the District and addressed concerns surrounding contractor vehicles and the end destination of recycling. The Recycling and Recovery UK Regional Manager from Suez was also in attendance.</p> <p>The following information on recycling was provided to Members at the October 2018 meeting:</p> <ul style="list-style-type: none"> <li>• Officers were satisfied that waste is being sorted and disposed of properly.</li> <li>• A monthly return is provided to the Environment Agency on the end destination for all materials from the site and checked against Essex Reclamations permit.</li> <li>• The majority of waste that is sent abroad is from paper, whilst plastics remain within the UK: <ul style="list-style-type: none"> <li>▪ Paperlink exports the majority of paper waste.</li> <li>▪ Monoworld – sorts the plastic waste.</li> </ul> </li> <li>• Recycled material is sent abroad in sealed containers which are photographed prior to departure and on arrival to confirm no tampering has occurred.</li> </ul> <p>Following discussions at the meeting, the content of the report and actions being undertaken were noted. No further action on this scrutiny topic is required.</p> <p>This item remains on the agenda with a watching brief on performance, with a further update to be provided at the November 2019 meeting.</p>

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