

TENDRING DISTRICT COUNCIL MONITORING REPORT FOR THE HIGHLIGHT PRIORITY ACTIONS FOR 2024/25
 (Please refer to the Highlight Priority Actions Report for Full Details of the actions, budget and intended outcomes)

REPORT FOR THE PERIOD JULY TO SEPTEMBER 2024 (Q2)

OVERALL HIGHLIGHT PRIORITY ACTION RAG STATUS	The Quarterly Milestones RAG Status uses the following:
Green – There is a LOW risk the Highlight Priority Action will not be delivered Amber – There is a MEDIUM risk the Highlight Priority Action will not be delivered Red - There is a HIGH risk the Highlight Priority Action will not be delivered	Green – 66% or higher Amber – 33% - 65% Red – 32% or less

*Note: Where Milestone dates preceded the start of the financial year they have been included in Q1 for reporting purposes.
 Likewise, milestones after the end of the financial year have been added into Q4.*

Where circumstances now require realignment of milestones these are shown highlighted yellow in both the Milestones and the Commentary columns. Where the original milestone is to be deleted it is shown as 'struck through' and where it is inserted in its new realigned position it includes the word REALIGNED.

Relevant Corporate Plan Priority Theme	Relevant Corporate Plan Priority	Portfolio Holder	Highlight Actions to support the Corporate Plan Priority in 2024/25	Overall key Actions RAG Status	Quarter	Milestones	Quarterly Milestones RAG Status	Commentary
Pride in our area and services to residents	A1 Getting the basics right.	Cllr Mark Stephenson	Extend a 'You said, we did' approach to all major services to the public across the Council	Green	Q1	<p>Identify ten Council services to implement "You Said, we did". Then approve and implement this approach in those service areas.</p> <p>The mechanism for "You Said, we did" to be determined by the relevant Portfolio Holder subject to approval by the Leader (including mechanisms for customer feedback, timetable for consideration and communication of response).</p>	Amber	<p>There is a need to realign the two A1 milestones to Q2 due to the Police Fire and Crime Commissioner Election that took place in May and the UK Parliamentary General Election that took place in July. However, the following actions have been taken in support of a "You Said, we did" approach.</p> <p>The areas we have implemented "You Said, we Did":</p> <ul style="list-style-type: none"> You said, what has happened to the Tour de Tendring cycle race after the pandemic? We worked with the event organisers to bring the Tour de Tendring back in May 2024 You said, derelict sites in Dovercourt need to be cleared up and regenerated We bought the sites and changed the capital regeneration programme to put new homes on them You said that Dovercourt Town Centre was looking tired We have cleaned the shop fronts and made visual improvements to the empty shop windows and added hanging baskets in the town through the High Streets Accelerator programme.

							<ul style="list-style-type: none"> You said, the flume unavailable for duration of swim session at Walton- on-the-Naze Lifestyles. <p>Now have a clearly defined opening timetable for the flume during Fun Float Splash & Swim for All sessions.</p> <ul style="list-style-type: none"> You have said that the classes are oversubscribed, and people are joining that have not booked. <p>We have introduced class registers to stop people joining the class who either haven't booked or people just walking in and being over attended.</p> <ul style="list-style-type: none"> You have said that there was not enough changing room space at Clacton Leisure Centre since the closure of the gym changing rooms. <p>We took the step of reopening the upstairs changing rooms for changing only.</p> <ul style="list-style-type: none"> You said that the wet side changing room floor condition is poor at Dovercourt Bay Lifestyles and in Jun 2023. <p>We replaced the flooring along with new panelling in shower area and accessible change.</p> <ul style="list-style-type: none"> You said that the waiting time in Essex Hall was too long during Theatre performance intervals. A kiosk was opened in the main foyer selling soft drinks, ice creams and snacks, which reduced the number of people in the bar area.
				Q1			
				Q2	<p>REALIGNED – Identify ten Council services to implement “You Said, we did”. Then approve and implement this approach in those service areas.</p> <p>REALIGNED – The mechanism for “You Said, we did” to be determined by the relevant Portfolio Holder subject to approval by the Leader (including mechanisms for customer feedback, timetable for consideration and communication of response).</p>	Amber	<p>As set out in Q1 and later in this Q2 commentary, the Council continues to listen to its customers and the wider public and respond positively to suggestions it receives. The need for the current milestones in the form in which they are written does not reflect that existing good work.</p> <p>As such, it is proposed that the milestones going forward seek to identify the opportunities for ‘You said, we did’ across the Council, review and support existing schemes for feedback (and extend those schemes) and pilot further areas for ‘You said we did’.</p> <p>Examples from Q2 of You said, we did:</p>

- **NEW - Identify the opportunities for 'You said, we did' across the Council, review and support existing schemes for feedback (and extend those schemes) and pilot further areas for 'You said we did'.**

- We received requests around specifically consulting with older residents about the Dovercourt town centre regeneration schemes. In response to this, we are going to connect with U3A about proposals for developing Milton Road Car Park.
- Requests were made for us to provide grant application advice to business and community groups.' In response, a workshop under the Tendring 4 Growth banner was held which supported local businesses and organisations to complete grant funding applications.
- Improvements to disabled access to the swimming pool at Walton on the Naze Lifestyles were requested. In response, we have purchased a new pool hoist to further improve access to customers with disabilities'
- The Planning Agents Forum provided an opportunity for feedback on service delivery and capture experiences from agents.
- The Pre Application Service in Planning continues to evolve to assist those investigating development opportunities.
- In relation the Tendring-Colchester Borders Garden Community there is a Community Liaison Group (which has been utilised as a sounding board as the proposals and planning policies have been developed.
- The Council, as landlord, has been gathering a range of data around Tenant Satisfaction and this is informing delivery of services to tenants. Residents have told us they sometimes struggle to organise their finances to keep up with rental payments. Our tenancy management team have introduced a new role dedicated to providing advice and support to our tenants.
- The development and implementation of the Dog Public Spaces Protection Order (PSPO) - residents have said they want more enforcement in respect of dog fouling. The PSPO has been implemented to address this request.

Reviews are to be programmed to pilot feedback mechanisms for IT's internal customers and for Revenues and Benefits public customers.

							Likewise, Licensing will be looking to implement feedback arrangements for licensees/applicants.	
					Q3	<ul style="list-style-type: none"> Review implementation of "You said, we did" schemes and refine as necessary. NEW - Identify the opportunities for 'You said, we did' across the Council, review and support existing schemes for feedback (and extend those schemes) and pilot further areas for 'You said we did'. 		
					Q4	<ul style="list-style-type: none"> Consideration of the schemes in the 10 Council services and proposal to extend the approach across the Council 2025/26. NEW – review the experience across 2024/25 and determine the approach to 'You said, we did' for 2025/26 		
Pride in our area and services to residents	A2, A3(a), A3(b) Supporting decent housing for residents	Cllr Andy Baker	<p>A2 In the Council's own housing stock – driving improvement with expanded estate management and well-informed enhancements around kitchens and bathrooms etc. Enhanced tenancy engagement.</p> <p>A3(a) More widely, develop a revised Housing Strategy to address the needs of the District and its residents.</p>	Green	Q1	<p>A2:</p> <ul style="list-style-type: none"> Receive the stock condition survey of the first 300 Council properties and evaluate the necessary implications on the Housing Investment Programme (HIP). 	Green	A2: Initial sample of surveys was received (representing 290 properties). The surveys highlighted a small number of urgent repairs which were ordered promptly. The survey results informed a minor refocussing of the HIP programme towards energy efficiency and anti-condensation measures which were adopted by the Portfolio Holder in setting the programme allocations.

			<p>A3(b) Progress the review of the Local Plan to support sustainable development of quality housing for a range of tenures.</p>		<p>A3(b): Issues and Options consultation for 'Local Plan' – Spring 2024</p>	<p>Amber</p>	<p>A3(b): Due to the General election and the consequential implications on the Council during the pre-election period, there is now a need to realign all the A3(b) milestones:</p> <ul style="list-style-type: none"> - Q1: Issues and Options consultation for 'Local Plan' – Spring 2024 to be realigned to Q4. - Q3: Preferred Options Consultation for 'Local Plan' – Autumn 2024 to be realigned to Q4. - Q4: Submit Draft Consultation for Local Plan' – Spring 2025 to be realigned to Q1 2025/26 - Q4: Seek Full Council approval of Local Plan to be realigned to Q3 2025/26 <p>There is a need to amend the wording for the milestone A3(b) to reference the Local Plan as opposed to the Local Development Scheme (LDS) this is due to the LDS being a document that includes the timetable and programme for producing the Local Plan and other planning documents and this milestone is specifically for the Local Plan.</p>
				<p>Q2</p>	<p>A2:</p> <ul style="list-style-type: none"> - Deploy four tenant engagement officers, following recruitment and training. - Completion of Spendells refurbishment for temporary accommodation. - 	<p>Green</p>	<p>A2: The recruitment of four tenant engagement officers has been completed with the most recent appointed in July 2024. One of the appointed tenant engagement officers has been supporting tenants with financial debt, providing them with advice and support and helping them to maximise their benefit income thereby reducing their chances of falling into rent arrears. Three of the officers are focussing on more general tenant engagement with a rolling programme aiming to visit, in person, all of the Council's tenants over a rolling 3 – 4 year period.</p> <p>In relation to the Spendells House refurbishment, the current position is to achieve hand over on 1 November although this is dependent upon the building contractor completing in time. Some rooms / wings are likely to become available for final set up with furniture sooner than that. All of the furniture for Spendells House is on order for delivery. Commencing use is dependent on the establishment of key IT related connections, installation of furniture and a short period of staff familiarisation; all of which is being undertaken in overlap with the building contractor where safe and feasible.</p>

					<p>A3(a): Housing Strategy review complete.</p>	Green	<p>A3(a): Work has commenced on the writing of a new housing strategy that has four core areas. This process will include a review of the current strategy with that review built into the report accompanying the new strategy. Some strands from the current strategy will be carried across into the new one.</p> <p>Substantial progress has been taken on this milestone and whilst it is not complete it will be completed in good time to meet the other targets throughout the year.</p> <p>The Housing Strategy will reflect the known direction of the new Government and also set out the Council's approach to housing need in the District, ongoing homelessness and temporary accommodation pressures, Council housing stock management and maintenance</p>
					<p>A3(b) – No specific milestone for Q2.</p>	Green	<p>A3(b): The Deputy Prime Minister and Secretary of State for Housing, Communities and Local Government wrote to Leaders and Chief Executives on 30 July 2024 in respect of Government intentions for building homes, housing targets and the proposed changes to the National Planning Policy Framework (NPPF). A briefing on the implications and options for this Council and the District was provided at the All Member Briefing on 4 September 2024.</p>
				Q3	<p>A3(a):</p> <ul style="list-style-type: none"> - Draft Housing Strategy to Cabinet. <p>A3(b):</p> <ul style="list-style-type: none"> - Preferred Options Consultation for 'Local Plan' – Autumn 2024 		
				Q4	<p>A2:</p> <ul style="list-style-type: none"> - Completion of replacement kitchens as identified in Q1. <p>A3(a):</p> <ul style="list-style-type: none"> - Public consultation on draft Housing Strategy. - [Note: The intention is for the Housing Strategy to be submitted to Cabinet for 		

					approval in 2025/26]			
					A3(b): Submit Draft Consultation for Local Plan' Spring 2025 <ul style="list-style-type: none"> - Seek Full Council approval of Local Plan - REALIGNED - Issues and Options consultation for 'Local Plan' – Spring 2024 - REALIGNED - Preferred Options Consultation for 'Local Plan' – Autumn 2024 			
Pride in our area and services to residents	A4 Promoting clean and tidy communities encouraging everyone to take responsibility for keeping their area a pleasant place.	Cllr Adrian Smith	Options appraisal for waste & street cleaning strategy. Community leadership promoting pride of place.	Green	Q1	<ul style="list-style-type: none"> - Completion of soft market engagement and evaluation of responses. - Cabinet decision to agree to undertaking tender exercise as preferred option for delivery of service from 2026. - Preparation of waste contract specification for consideration by the Waste Contract Board. 	Amber	<p>In relation to the waste/street cleansing arrangements from 2027, the soft market engagement took place and was concluded, including an evaluation of the responses, in May 2024.</p> <p>A report was considered by Cabinet on 26th July when approval was given to go out to tender. External consultants have been appointed to write the specification and a firm of lawyers engaged to write the contract. A draft specification has been prepared and high-level requirements approved by the Waste Contract Board.</p>
					Q1	<ul style="list-style-type: none"> - Subject to the necessary approval, commence tender exercise for waste contract. 	Amber	<p>Cabinet gave approval for the commencement of the Tender exercise subject to a number of delegated decisions. It is anticipated that these decisions, to agree the service specification and aspects associated with it, will be taken early in October with a view to the tender process being launched during the week commencing 7th October. Substantial work has already been undertaken, including by external consultants engaged to advise on and prepare certain aspects of the tender documentation.</p> <p>Looking forward, the timetable for this project now envisages tender returns as being 8 January 2025 (Q4 rather than Q3 as originally envisaged). Dialogue with tenderers will then proceed in the remainder of the financial year. This will require realignment of the current Q3 target to Q4. Although recorded in Q4, the awarding of the contract is actually timed for July 2025 (as such the Q4 milestone is to be amended to indicate this timeframe).</p>
					Q2			

					Q3	<ul style="list-style-type: none"> Subject to the necessary approval, review tender submissions 		
					Q4	<ul style="list-style-type: none"> REALIGNED - Subject to the necessary approval, review tender submissions Subject to the timetable referred to, Cabinet & Full Council decisions to award contracts 		
Raising Aspirations and Creating Opportunities	B1, B2, B3 We will celebrate business success, encourage cultural, tourism, and economic growth.	Cllr Ivan Henderson	B1 Develop a long term plan for Clacton-on-Sea working with partners in a Town Board	Green	Q1	B1: <ul style="list-style-type: none"> Establish a Chair and Town Board for Clacton-on-Sea. Consult on the Clacton-on-Sea long-term plan for high level strategic plan. 	Green	B1: Town Board established for Clacton-on-Sea. Meetings in February, March, April, and July 2024. Review of previous consultations on Clacton-on-Sea completed and reported to the Town Board. Community Voluntary Services Tending recruited to completed further consultation. Direct consultation delayed by pre- General Election period.
			B2 Implement Levelling Up Fund, Capital Regeneration Partnership Projects and High Street Accelerator Schemes, taking these through design and planning.			B2: <ul style="list-style-type: none"> Appoint full design team for the Levelling Up Fund (LUF) Project in Clacton-on-Sea and Capital Regeneration Projects (CRP) in Harwich. Deliver first projects for High Street Accelerator fund for Dovercourt with funding allocated for year 1. Agree High Street Vision and Funding Plan for Dovercourt with DLUHC/MHCLG for High Street Accelerator project. Government completes Levelling Up Partnership Business Case for Clacton-on-Sea submitted. 	Green	B2: Design team recruited for Levelling Up Fund Carnarvon Terrace scheme in Clacton-on-Sea and Capital Regeneration Project scheme in Harwich. Projects delivered for Dovercourt High Street as part of Accelerator, including hanging baskets, events, shop wrapping. Vision for Dovercourt High Street and Funding Plan submitted to MHCLG (as the new iteration of DLUHC). Milestone to be adjusted to reference MHCLG. Announcement of Government support for Levelling Up Partnership on 24 May 2024, subject to business cases. Partnership progress awaits announcement by new Government. The milestone may need adjusting following the announcement by Government if its intentions (once that announcement is received).
			B3 Manage the UK Shared Prosperity Fund projects that build pride in place, support training, economic growth, and			B3: Open calls for UK Shared Prosperity Fund and Rural England Prosperity Fund open for applications.	Green	B3: Open call for UK Shared Prosperity Fund and Rural England Prosperity Fund launched 15 April.

			improve life chances.		Q2	<p>B1:</p> <ul style="list-style-type: none"> - Submit the long terms plan for Clacton-on-Sea to DLUHC. - Review the consultation for the high level strategic plan and agree project shortlist. 	Amber	<p>B1: Following the general election in July 2024, the Council is waiting for confirmation of the future direction of the Long Term Plan for Towns project. As such, the plan was not able to be submitted as originally planned, as the process is currently on hold subject to direction by MHCLG.</p> <p>Regardless of this, the Town Board is continuing to meet and is currently focussed prioritising the capacity funding available and acting as a sounding board for Clacton issues. Capacity funded projects will include issues which have been raised through consultation processes such as deep cleaning and shop wrapping</p> <p>A Clacton Coastal Partnership has also been formed, which is chaired by a member of the Town Board. This will ensure the local tourism sector will have a direct link to the Clacton Town Board, for ideas and projects which will support the local visitor economy.</p>
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					Q2	<p>B2:</p> <p>Planning Permission lodged for LUF and CRP schemes in Clacton-on-Sea and Dovercourt respectively.</p>	Amber	<p>B2: Planning Permission has not been lodged for the LUF and CRP projects for a number of reasons. This includes the procurement process taking longer than originally envisaged. Furthermore, there has also been the challenge around processing the number of contracts required to engage contractors and limitations to capacity within the corporate services. As such, the Project Delivery Unit agreed by Cabinet in July 2024, will respond to this, and increase capacity. As well as additional legal and finance support, the unit will also include bolstering the available procurement resources available through the agreement with ECC.</p> <p>The cross party Working Group set up for the Levelling Up Fund and Capital Regeneration Scheme projects have been consulted on the draft designs and their input has been considered in preparation for Planning Applications. In addition, a public consultation process was carried out in July and a subsequent engagement process was rolled out following updated designs in September 2024.</p> <p>The Council are awaiting any relevant updates from MHCLG on LUF/CRP following the election.</p> <p>There is a need to realign the B2 milestone from Q2 to Q3. Likewise the current Q3 milestone will need realignment to Q4.</p>
						<p>B3:</p> <p>- Monitoring returns for UK Shared Prosperity Fund and Rural England Prosperity Fund sent to Government.</p>	Green	<p>B3: In September, decisions were published to allocate the following funding under the UKSPF and Rural England Prosperity Fund projects. The schemes were over subscribed and a detailed evaluation was undertaken to award the funding available. Following requests by local organisations, a launch event was held in Harwich to discuss the funds and how businesses and community organisation could apply for the funding available.</p> <p>Details of the number of businesses and community organisation who were awarded funding are set out below:</p> <p>Rural England Prosperity Fund</p>

					Q2		<p>Due to the criteria set by government, this funding was not available in Clacton on Sea and Holland on Sea</p> <p>Businesses granted funded: 20 Funding Awarded: £271,211.98</p> <p>Community Organisations granted funded: 14 Funding Awarded: £185,046.50</p> <p>UK Shared Prosperity Fund This funding was available district wide</p> <p>Creative and Cultural Funding Organisations Funded: 2 Funding Awarded: £7,740.00</p> <p>Town Centres Organisations Funded: 3 Funding Awarded: £18,095.00</p> <p>Visitor Economy Organisations Funded: 3 Funding Awarded: £11,000</p> <p>People and Skills Organisations Funded: 6 Funding Awarded: £65,335.00</p> <p>Barriers to Education and Training Organisations Funded: 1 Funding Awarded: £16,402.40</p> <p>Measures to reduce the cost of living, improve energy efficiency & combat fuel poverty Organisations Funded: 1 Funding Awarded: £500</p> <p>Following a bid to MHCLG for £500k of Green Space Funding under the Dovercourt High Street Accelerator scheme, Government have confirmed the Council has been successful and this has been ratified following the election. The projects are now being drawn up with a view to commencing a procurement process in quarter 3.</p>
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					<p>B2:</p> <ul style="list-style-type: none"> Planning determination for TDC LUF (in Clacton-on-Sea) and CRP (in Harwich) projects. <p>B2:</p> <p>REALIGNED Planning Permission lodged for LUF and CRP schemes in Clacton-on-Sea and Dovercourt respectively.</p>		
					<p>Q3</p> <p>B1:</p> <ul style="list-style-type: none"> Review progress on Long Term Plan for Towns and complete investment plan for 2024/25. <p>B2:</p> <ul style="list-style-type: none"> LUF (in Clacton-on-Sea) and CRP (in Harwich) projects tendered. Complete spending plan for High Street Accelerator projects in Dovercourt and review progress. <p>Q4</p> <ul style="list-style-type: none"> Spending decision made on Levelling Up Partnership projects for Clacton-on-Sea <p>B3:</p> <ul style="list-style-type: none"> All successful organisations who have received either UK Shared Prosperity Fund or Rural England Prosperity Fund funding to have spent grant awards. <p>B2:</p> <ul style="list-style-type: none"> REALIGNED - Planning determination for TDC LUF (in Clacton-on-Sea) and CRP (in Harwich) projects. 		
Raising Aspirations and Creating Opportunities	B4, B5 Tendring is ambitious, and our residents will be supported to reach their potential and realise their opportunities	B4 Cllr Ivan Henderson B5 Cllr Andy Baker	B4 Take the opportunities afforded by Freeport East and the development of Bathside Bay.	Green	<p>Q1</p> <p>B4:</p> <ul style="list-style-type: none"> Planning application for Bathside Bay determined. Annual Business Plan Case Sign Off 	Green	<p>B4: Planning Application for Bathside Bay Temporary Change of Use approved in May 2024.</p> <p>Annual Business Plan approved by the Freeport East Board on 19 March 2024. The reference to “case” is to be updated to “plan” in the milestone.</p> <p>Annual Business Plan approved by Tendring District Council as Founding Member, at Cabinet, May 2024.</p>

	<p>particularly taking the opportunities afforded by Freeport East and the Garden Community</p>		<p>B5 Progress the Tendring Colchester Borders Garden Community DPD through the planning process to support opportunities for new jobs, housing and infrastructure.</p>		<p>B5:</p> <ul style="list-style-type: none"> - Examination of the Garden Community DPD by Planning Inspector. 	<p>Green</p>	<p>B5: Planning Inspector has issued his proposed 'modifications' to the DPD and these are to be reported to the Joint Committee in September 2024.</p> <p>Consultation on the Inspector's modifications to take place in September/October 2024. None of the modifications are significant and there is a reasonable likelihood of a favourable final report from the inspector.</p> <p>Receipt of the first planning application outside of the Council's control. Pre-application discussions with the Lead Developer about a potential 'hybrid' application with full detail for first phase and outline for remainder of scheme. Submission likely in Spring 2025 which could go into Q1 of 2025/26.</p>
				<p>Q2</p>	<p>B4: No specific milestone for Q2</p>	<p>Green</p>	<p>B4: An independent report funded through the UK Shared Prosperity Fund (UKSPF) was commissioned by the Council in partnership with Freeport East and the University of Essex for a potential green energy cluster. The Council has brought together a partnership with University of Essex, Freeport East, Colchester Institute, Harwich Haven Authority and other partners to develop the report recommendations. A business engagement event was also organised to establish interest in the cluster proposal, which was well attended and the outcome of a survey is now being evaluated.</p>
					<p>B5:</p> <p>Report outcome of DPD examination to Joint Committee.</p>	<p>Green</p>	<p>B5: Outcome of the DPD examination in respect of the Inspector's proposed modifications was reported to the Joint Committee in September 2024 and consultation on those modifications was launched. Date for final adoption of the DPD will depend on the content of the Inspector's final report and the time the Inspector requires to produce that final report. Decision to adopt would require a recommendation from the Joint Committee to Full Council at both Tendring and Colchester Councils and for both authorities to agree adoption – this would be most likely in Q4. The Q3 milestone for adoption will therefore need to be realigned to Q4.</p>
				<p>Q3</p>	<p>B4:</p> <ul style="list-style-type: none"> - TDC to input into the Freeport East Business Case for Seed Capital Funding for the Harwich Tax site, prior to its submission to the Freeport East Board for approval. 		

					<p>B5:</p> <ul style="list-style-type: none"> - Consultation on any modifications required by the Planning Inspector. - Full Council adoption of the DPD. 		
					<p>Q4</p> <p>B4:</p> <ul style="list-style-type: none"> - Seed Capital Funding drawn down from DLUHC. <p>B5:</p> <ul style="list-style-type: none"> - REALIGNED - Full Council adoption of the DPD. - Potential receipt of first planning application for Garden Community. 		
Championing our Local Environment	C1 Our environment deserves protection	Cllr Peter Kotz	Action Measures from the new Climate Change Action Plan	Green	<p>Q1</p> <ul style="list-style-type: none"> - Cabinet approve Updated Action Plan 2024-2027. - Explore funding opportunities for energy reduction plant at the Council's Sports Facilities. 	Amber	<p>Action Plan to go to Cabinet in September 2024. As such the Q1 milestone is to be realigned to Q2.</p> <p>Funding opportunities for energy reduction plant were explored and £150,000 was received from Government as part of the Swimming Pool Support Fund for an Air Handling Unit and Building Management System this was matched by £150,000 from Council funding. Officers have been working with Legal Team colleagues to finalise the grant agreements, both with Sport England as well as Brightlingsea Town Council and Brightlingsea Lido Trust.</p> <p>This is almost complete, and agreement will be shared with partners during the week commencing 5th August.</p> <p>Once signed, a procurement process will follow to expend the grant and Council budget. It should be noted that a separate report and executive decision are required for the latter.</p>
					<p>Q2</p> <ul style="list-style-type: none"> - Council approval to be sought for Action Plan 2024-27 - Complete installation of LED project at the Council's Sports Facilities. 	Green	<p>A project to install LED lighting at all the Council's sports facilities has now been completed.</p> <p>Positive work continues across the Council towards development of the next action plan. Consultants have been commissioned to review cost of delivering various actions, which can form the basis of future funding bids. The Council has</p>

					Q2		<p>been successful in bidding for approximately £94,500 of funding from the Swimming Pool Support Fund, which will allow energy efficient technology to be installed in the Council's facilities. This includes a new Building Management System and Air Handling Unit at Walton on the Naze Lifestyles.</p> <p>With the amended timeframe for submission of the Strategy and Action Plan now programming these for Q3, there is a need to realign the milestones from Q2</p>	
					Q3	<ul style="list-style-type: none"> - Publish 2023/4 Carbon data. - REALIGNED - Cabinet approve Updated Action Plan 2024-2027. - REALIGNED - Council approval to be sought for Action Plan 2024-27 		
					Q4	<ul style="list-style-type: none"> - Publish annual update on implementation of Action Plan. 		
Championing our Local Environment	C2 We want to create and maintain opportunities for leisure, wellbeing and healthy lifestyles.	Cllr Mick Barry	Implement the Sports and Activity Strategy for the District.	Green	Q1	<ul style="list-style-type: none"> - Undertake consultation with stakeholders for the Sport and Activity Strategy 	Green	<p>Following consideration of the draft Sport and Activity Strategy on 12th April Cabinet agreed to a six week consultation process. Significant consultations have been completed and ended on 9th June and the strategy will return to Cabinet for adoption in September.</p>
					Q2	<ul style="list-style-type: none"> - Present the final Sport and Activity Strategy to Cabinet for adoption, with consideration of the wider consultation. 	Green	<p>Following a six week engaging consultation exercise with stakeholders and residents, the Sport and Activity Strategy was presented and considered by Cabinet in September. The strategy was formally adopted, and prioritisation of the action plan is now taking place.</p> <p>A project to install new multi-sport Playzone facilities around the district (as set out in the strategy) was granted capacity funding in Q2 and work is underway to plan, consult and submit a funding bid to carry out this significant installation.</p>
					Q3	<ul style="list-style-type: none"> - Following adoption of the final strategy, develop a priority list from the approved action plan. - Recruit a Community Sport and Activity Manager, to deliver the strategy's actions in the wider district. 		
					Q4	<ul style="list-style-type: none"> - Review progress with Sport and Activity Strategy Action Plan and develop a priority list for 2025/26. 		

						- Together with partners, consider how Sport England Place Partnerships can support delivery of the Sport and Activity Strategy Action Plan in 2025/26 and beyond.		
Working with Partners to Improve Quality of Life	D1, D2, D3, D4, D5 We want to promote safer, healthier, well connected and inclusive communities by working with our partners across government, public, private and third sectors.	Cllr Gina Placey	<p>D1 To support projects to reduce Health inequalities e.g. around Fuel Poverty and access to the jobs market.</p> <p>D2 To expand the Pupil Encounters' Project, to provide all school children with additional encounters with businesses and employers throughout their Education.</p> <p>D3 To deliver a STEAM event for Primary Schools whereby pupils are introduced to a range of Employers including Galloper, EDF, Dance East, Essex Police and Colchester Zoo.</p> <p>D4 To complete enhanced CCTV</p>	Green	Q1	<p>D1:</p> <ul style="list-style-type: none"> - Promotion of Fuel Poverty Advice and “back to work” support being provided by dedicated officers. This includes promotion of insulation grants, alongside Disabled Facilities Grants. - 	Green	<p>D1: Fuel Poverty Officer in post and providing advice and guidance to those in fuel poverty. Networking with partners such as Essex energy and CVST and leaflets provided to all Council tenants to help address fuel poverty. One individual was assisted to the value of £15,000. Attending events and presentations with volunteer groups and working with Council tenants who have been gas capped (to examine options to reconnect the gas supply), winter wellbeing signups have been undertaken and referrals have been undertaken. Winter wellbeing signups is led by CVST as part of their winter warmers project and the Fuel Poverty Officer refers into that and attends the winter wellbeing events to provide support and advice.</p> <p>There is an officer leading the Energy Company Obligation grants from ECC and another leading the Home Upgrade Grant insulation grants schemes which will feed into the Jaywick Energy Hub.</p> <p>The Council website has information on accessing grants and this information is also provided in newsletters. In addition, some door knocking has taken place to raise awareness, and a letter has also been sent to some Jaywick residents.</p> <p>There is a video on the Council’s website about Disabled Facilities Grants and the Essex Adaptations leaflet has been given out in tenant’s newsletters and to sheltered housing. In addition, advice is given out at the CO15 meeting and at the Older Person’s Forum which are regularly attended.</p>

			coverage in public areas.			<p>D2:</p> <ul style="list-style-type: none"> Inform Tendring Future Skills Partnership on the programme of the offer to schools under the Greater Essex careers hub project. 	Green	<p>D2: The Tendring Future Skills Partnership (TFSP) is working with the Greater Essex Careers Hub. The Hub provides updates at the termly meetings of the TFSP.</p> <p>In response to inequality of access to digital skills and resources, Digital Harwich is being delivered to inspire young people and increase digital skills and confidence, raise aspiration and show potential career paths. This includes workshops for children and families as well as schools, delivering local events and creating digital mentors including local creative and technical businesses. Other programmes include immersive face to face engagement about workplace behaviours from tutors who have a wide range of work experience and talking through the young people's responses, so they are actively engaged.</p>
			D5 Establishing the feasibility for a new wellbeing hub in the District			<p>D5:</p> <p>Commission a feasibility study to consider viability for a new Health and Wellbeing Hub for the District.</p>	Green	<p>D5: Feasibility study commissioned, and tenders returned.</p> <p>The Council is in the process of appointing a consultant to deliver the scope of this project which is due to commence at the beginning of September.</p> <p>The project will be managed in two phases, with the first being engagement with partners in the health and education system followed production of the feasibility study. The final report is due to be complete early in 2025.</p>

					<p style="text-align: center;">Q2</p> <p style="text-align: center;">Q2</p>	<p>D1 – No specific milestone in Q2</p>	<p>Green</p>	<p>D1: Fuel Poverty Officer in post and providing advice and guidance to those in fuel poverty. Networking with partners such as Essex energy and CVST and leaflets provided to all Council tenants to help address fuel poverty. One individual was assisted to the value of £15,000. Attending events and presentations with volunteer groups and working with Council tenants who have been gas capped (to examine option to reconnect the gas supply), winter wellbeing signups have been undertaken and referrals have been undertaken. Winter wellbeing signups is led by CVST as part of their winter warmers project and the Fuel Poverty Officer refers into that and attends the winter wellbeing events to provide support and advice.</p> <p>The Fuel Poverty Officer has provided advice and support in the recently opened Green Energy Hub in Jaywick helping those most in need to support around fuel poverty and is working alongside partners to help deliver holistic outcomes.</p> <p>There is an officer leading the Energy Company Obligation grants from Essex County Council (ECC) and another leading the Home Upgrade Grant insulation grants schemes which will feed into the Jaywick Energy Hub. In addition, some door knocking has taken place to raise awareness, and a letter has also been sent to Jaywick residents who are eligible for these schemes.</p> <p>The Council website has information on accessing grants and this information is also provided in newsletters which go to Council tenants and sheltered residents.</p> <p>There is a video on the Council's website about Disabled Facilities Grants and the Essex Adaptations leaflet has been given out in tenant's newsletters and to sheltered housing. In addition, advice is given out at the CO15 meeting and at the Older Person's Forum which are regularly attended.</p> <p>Back to work support has been provided by 2 Community Support Employment Officers who help those furthest from the jobs market with holistic</p>
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							support and by helping people access wider services and this has directly led to 17 people obtaining work.	
					Q2	Red	<p>D4:</p> <ul style="list-style-type: none"> - Appointment of contractor for work to install the enhanced monitoring equipment and cameras both for existing locations and new locations. - Determination of planning and other consents necessary for the erection of cameras and columns at new locations, where applicable. <p>Installation of cameras and poles in locations where not regulatory consents are required.</p>	<p>D4: There is a need to conduct a new procurement exercise. specification documents will now incorporate the requirements for the associated civil works.</p> <p>An external engineer has been appointed to assist with consents and technical details; utilities searches, planning consents and highways consents.</p> <p>ECC colleagues in the shared procurement service have been re-engaged to support the procurement process, which went live during the last week of August.</p> <p>Tenders were expected to be returned by 3 October 2024.</p> <p>A provisional programme for the project following the receipt of tenders is to complete the statutory and utility consent processes prior to the new year, and to appoint the contractor within that time, in order to allow adequate lead in time for the purchase of materials prior to a start on site in the calendar year.</p> <p>In addition to the upgrading exercise, some previously existing faults have been identified and have been included in the specification to be resolved simultaneously.</p>

					D5 – No specific milestone for Q2	Green	<p>D5: A consultant has been procured and commissioned to carry out a feasibility study into a new Active Wellbeing Centre in the district. This work is being undertaken with a wide range of partners, including the following:</p> <ul style="list-style-type: none"> - East Suffolk and North Essex NHS Foundation Trust - Suffolk and North East Essex ICB - Essex Partnership University NHS Foundation Trust (EPUT) - GP Primary Choice - University of Essex - Tendring District Council - Essex County Council - Department for Work and Pensions - Active Essex - Sport England
					<p>Q3</p> <p>D3: - STEAM event to be delivered in the Autumn term for primary schools (subject to funding/agreement across the Tendring Future Skills partnership).</p> <p>D4: - If budgets permit, commission and complete further lighting work in the Memorial Gardens.</p> <p>D5: - Consider outcomes of the Active Wellbeing Centre feasibility study and set out options with partners for next steps.</p>		
					<p>Q4</p> <p>D4: - Continue all CCTV etc work in advance of the funding deadline subject to planning permission.</p>		

Promoting our heritage offer, attracting visitors and encouraging them to stay longer	E1, E2, E3 We will support our unique heritage, work with our partners, run events and promote the district for the benefit of our residents and to encourage visitors to come and to stay for longer.	E1, E3 Cllr Ivan Henderson E2 Cllr Mick Barry	<p>E1 Fundraise to support heritage in Tendring, for example the Witches' Trail around Manningtree and the Leading Lights in Harwich</p> <p>E2 Re-introduce the Tour de Tendring cycling event</p> <p>E3 Host the Clacton Air Show and draw in additional sponsorship funding</p>	Green	Q1	<p>E1:</p> <ul style="list-style-type: none"> - Shared Prosperity Funding allocated to the Tendring District Council Heritage Witch Trail. - Fundraise to procure final surveys for the Dovercourt Leading Lights. 	Green	<p>E1:</p> <p>The funding source actually used was the Rural England Prosperity Fund. Witch Heritage Trail – Project plan in development; four potential locations being explored in consultation with local community partners. The intention is to procure four personalised benches and four bespoke information boards using augmented reality technology and to be implemented.</p> <p>Historic England awarded the Council £47,440 to complete Dovercourt Leading Lighthouse and Causeway Structural and Condition final survey. The specification of the surveys focused on works to the lighthouse legs buried in the beach. Decision to accept the funding award published 3 July 2024.</p>
						<p>E2:</p> <ul style="list-style-type: none"> - In conjunction with partners, run the Tour de Tendring mass participation cycle ride. 	Green	<p>E2:</p> <p>Tour de Tendring cycle ride delivered successfully on 19 May 2024. 273 riders in Dovercourt. Partners included: Essex Pedal Power, Wheels4All, Harwich Town Council and Dovercourt Bay Lifestyles.</p>
						<p>E3:</p> <ul style="list-style-type: none"> - Consider and present sponsorship options for the Clacton Airshow - Procure services for the Clacton Airshow, considering further economies of scale to reduce the event subsidy. <p>Consider and present additional income options for the Clacton Airshow.</p>	Amber	<p>E3:</p> <p>Clacton Airshow 2024.</p> <p>Strong D-Day themed flight line up published post-General Election (Q2).</p> <p>However, sponsorship impacted by absence of Red Arrows and unforeseen grounding of the Battle of Britain Memorial Flight.</p> <p>The procurement for the Airshow services has taken place and appointments have been made. Due to timescales and the length of time it has taken to organise and procure the air display, focus for sponsorship options have shifted to the 2025 event. Officers are focussed on managing effectively in 2025 and reducing costs wherever possible.</p> <p>The Events team have been working on a strategy for income generation for the 2025 Airshow and beyond, which includes additional sponsorship and increased secondary spend opportunities.</p>

							Due to the timeframe for organising the 2024 event following publication of the Cabinet report, there was not sufficient time to procure and implement a plan in the current year.		
							<p>Towards the Corporate Plan theme generally - Work with partners to initiate a new Tourism Partnership Board in Clacton on Sea, to compliment the group in Harwich and Dovercourt.</p>	Green	New Clacton Tourism Partnership inaugurated on Friday 22nd March 2024. There have been two subsequent meetings.
						Q2	<p>E1:</p> <ul style="list-style-type: none"> - Commission and complete final surveys on Dovercourt Leading Lights, in order to inform a wider funding bid for the refurbishment of the ancient monuments. - 	Green	<p>E1: A contract to undertake final surveys of the Leading Lights has been commissioned and is due to be carried out in October. Although this is a few weeks into quarter 3, this was due to ensuring there would be limited disruption to beach users by commencing the project outside of the high season.</p> <p>The outcome of this survey and the comprehensive work which has already been undertaken, will inform future funding bids for the wider refurbishment project.</p>
						Q2	<p>E3: Successfully manage and operate the Clacton Airshow.</p>	Green	<p>E3: The Clacton Airshow was successfully run in August and attended by up to 250,000 visitors. Despite a disruption to the flight programme on Thursday due to the blustery conditions caused by Storm Lilian, the first days display still took place. The positive weather on day 2 lead to significant numbers of visitors gathering on the seafront to watch the spectacular displays. With the Red Arrows unavailable due to a North American tour, the decision was taken to stage a heritage themed display, which included aviation from 1930s biplanes as part of the Stampe Formation and the mighty Boeing B-17G Flying Fortress, the 'Sally B' – the last remaining airworthy B-17 in Europe. This was recognised in a review by 'Flightline' which included the following comment about the display: "Kudos also to Tendring District Council for taking the opportunity to create a very unique seafront air display that really stood out from the rest in 2024 and was very well received by spectators."</p>
						Q3	<p>E1:</p> <ul style="list-style-type: none"> - Work with external funding bodies to complete a funding bid for the refurbishment of the Dovercourt Leading Lights. 		

					E3: - Complete Clacton Airshow Event Review 2024 highlighting financial and social impact.		
					Q4 E1: - Tendring Witch Heritage Trail launched. E3: - Following an evaluation of the 2024 Clacton Airshow, prepare plans for subsidy reduction in 2025 and beyond.		
Financial Sustainability and Openness	F1, F2 Tough Decisions will not be shied away from	Cllr Mark Stephenson	F1 Carefully plan the Council's budget and taking appropriate action to respond to liabilities / costs pressures.	Green	Q1 F1: - Initiate the development of the Council's saving plan (and budget forecast) having due regard to the value for money guidance.	Green	F1: A number of potential / initial items have been identified which remain subject to review. It is important to establish a credible / validated list of deliverable items rather than being potentially speculative. Once finalised / verified via the currently on-going work, they will be reported to Members as timely as possible. At the current time it is planned to report the first iteration of the savings plan within the Financial Performance Report for Q1 later in the year.
			F2 Review its communication strategy.		Q1 F2: Communication Strategy: Following approval of the new Communication Strategy with measures for success set out, corporate awareness of its existence and expectations.	Green	F2: Since formal adoption of the Communications Strategy, the team has been engaged with other relevant services and departments about delivery of the specific projects contained within it to ensure they remain on track. Wider corporate awareness of its existence and expectations has included references within wider Communications updates provided to the Senior Managers' Forum, where the strategy will also be raised at the next meeting by the Communications Manager.

					Q2	<p>F1:</p> <ul style="list-style-type: none"> - Refine the Council's savings (and budget forecast) and develop options appraisals to achieve the required savings in accordance with value for money guidance. 	Green	<p>F1:</p> <p>Following consideration of a number of options, the first iteration of the revised long-term forecast (2025/26 onwards) has been prepared and will be submitted to Cabinet on 21st October. This will include an associated savings plan.</p> <p>The successful delivery of the Savings Plan is a key element of securing the Council's financial sustainability in the longer term. The review undertaken in 2024/25 to date will be set out in the Financial Performance Report planned to be presented to Cabinet on 21 October which also includes the identification of liabilities/cost pressures which in turn will be managed on an on-going basis as necessary via the development of the long-term forecast to support the robustness of budgets going forward.</p> <p>The progress against value for money guidance will be considered alongside the External Auditors value for money commentary as part of developing the long-term financial plans for the Council.</p>
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					<p>F2 – No specific milestone in Q2</p>	<p>Green</p>	<p>F2: By way of an update on the milestones for F2, both of Q3 milestones are still on track.</p> <p>Work on the social media audit is progressing well; the audit of channels itself has been completed, and work is now beginning to implement the action plan which arises from it. This includes deleting defunct channels and updating social media guidance and delivering refresher staff training on it to improve quality of remaining channels. There is a clear timeline for this, for delivery by the end of Q3.</p> <p>Development of an AI framework by the end of 2024 is also well underway. Research has been completed and a second draft framework circulated for peer review by relevant services across the council. A timeline has been developed for adoption within the target deadline.</p> <p>More broadly the Council continues to deliver upon the wider principles of the Communications Strategy. This includes developing proactive work to highlight the delivery of other services, such as a video showcasing the Open Spaces team’s varied role in grass cutting, tree maintenance and wildlife conservation. This meets the Our Vision themes of both ‘Pride in our area and services to residents’ and ‘Championing our Local Environment’ – alongside demonstrating ‘Financial Sustainability and Openness’.</p> <p>Looking ahead to the Q4 milestone to ‘Establish at least one email newsletter providing news and updates to residents by March 2025’, this project is also on track to meet the deadline set. A procurement exercise has been completed following a period of research, and administrative work required to enact this is now being undertaken. A separate decision on finance for an appropriate solution is subject to a separate item elsewhere on the agenda for this meeting.</p>
				<p>Q2</p>	<p>F1: - Determine the savings options to be realised in 2025/26 (and the revised budget forecast) together with outline proposals for future years and reporting against the value for money guidance.</p> <p>F2:</p>		
				<p>Q3</p>			

					<ul style="list-style-type: none"> - <u>Communication Strategy</u>: Complete a social media audit of all Council channels by the end of 2024. Corporate Plan theme: Cross-cutting all themes. <p>F2:</p> <ul style="list-style-type: none"> - Support the development of an ethical framework for the use of AI by the end of 2024, and test AI tools within the Communications service in the following year. Work is underway with partners on this framework, which will need cross-organisational support. Internal use of AI tools is intended to support staff with capacity and efficiency. Corporate Plan theme: Pride in our area and services to residents 		
				Q4	<p>F1:</p> <ul style="list-style-type: none"> - Submit for approval by Full Council the balanced budget proposals for 2025/26. <p>F2:</p> <ul style="list-style-type: none"> - <u>Communication Strategy</u>: Establish at least one email newsletter providing news and updates to residents by March 2025. This will be dependent upon approval of a business case and appropriate financial and governance processes. Corporate Plan theme: Financial sustainability and openness 		