

## FOI Disclosure Log

Request Date	Decision Date	Enquiry	Response	Additional Information
29/12/12	3/1/13	Child Protection System	Information not held	
18/03/14	18/3/14	<p>Quality Status Costs &amp; Benefits. Please could you provide me with some information about your Quality Status, when you are able.</p> <p>1. What was the total (or approximate total) initial cost to Skegness Town Council of obtaining Quality Status?</p> <p>2. What is the annual cost of maintaining your Quality Status? (If this changes year on year, please give the anticipated cost for the 2013/14 financial year.)</p> <p>3. What is the total value of any and all grants and other funding which Skegness Town Council has obtained as a direct result of having Quality Status?</p> <p>4. What other material benefits has your council derived from</p>	<p>Quality status was achieved in 2005 and no detailed information is available. The most significant part of the cost would have been the then Town Clerk's time providing evidence as part of the submission. No record of the time taken was recorded. There is no separate analysis within the Councils account that shows expenditure against the scheme. However, it is unlikely that there was any significant costs, since the application is generally about compiling information about how the Council operates (e.g. copies of minutes and agendas) Quality status was re-accredited in 2009 but the same response as in 1 above applies to the re-submission. No re-accreditation has been undertaken since that time. No correlation between quality status and the receipt of grants and other funding has been recorded or analysed and so it is not possible to provide this information. The Council has not recorded material benefits that may be attributable to the scheme and so it is not possible to provide this information.</p> <p>In general though, adhering to a scheme such as the Quality Council Scheme (which is under review) will give Council Members confidence that the Council is operating in an efficient and effective manner.</p>	
02/10/14	8/10/14	<p>Under FOI legislation, could you please provide me with financial information relating to the costs of face to face interpreting services, costs of telephone interpreting services, costs of written translation services.</p> <p>1. The annual cost for each of the services</p> <p>2. Breakdown of the top 10 most popular languages</p> <p>3. Details of your current provider(s) (company name, date contract was awarded)</p> <p>4. Spend per language service provider (LSP)</p> <p>5. When are your current language service contracts with your LSPs due to end?</p> <p>6. Where do you advertise your face to face interpreting/telephone interpreting/translation contracts?</p> <p>7. Name, addresses and contact point(s) for your Procurement Department responsible for awarding Interpreting and Translation contracts.</p>	<p>1. No Expenditure has been budgeted or incurred. 2. No request to translate service information has been made in the last two years (or ever to my knowledge). 3. No contract in place. 4. £0. 5. No contract in place. 6. There is no obvious demand in Skegness so no advertisements have ever been placed. 7. I do not anticipate there being any such contract.</p>	

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24/11/14	24/11/14	<p>Air Conditioning. Q. It is a legal requirement that you hold valid TM44 Air Conditioning Assessments if any building has a total of more than 12kw of air conditioning present. Certificates are valid from 5 years of the issue date. Have you undertaken a TM44 Air Conditioning Assessments?</p> <p>Q. Who is the responsible person for ensuring that your buildings are surveyed and assessed, please provide the name, address, email address and telephone number of the responsible person.</p> <p>Q. If your TM44 Air Conditioning Assessments Certificates are in place, what is their expiry date?</p> <p>Q. What was the order value of the works placed with the Company which undertook the work?</p> <p>Q. Provide a breakdown of the price per building if available.</p> <p>Q. How many Certificates were produced?</p> <p>Q. Was the Assessor independent as required under the Regulations?</p> <p>Q. Name the Assessor organisation.</p>	<p>Skegness Town Council rents a small number of offices from East Lindsey District Council and is not the landlord of Skegness Town Hall. In the rooms occupied by Skegness Town Council there are no air conditioning units and so none of the questions are applicable.</p>	
18/12/14	18/12/14	<p>a) any documents submitted by East Lindsey District Council to Skegness Town Council prior to the removal of restrictive covenants along the Skegness foreshore in 2006, either to notify your council or to seek its views;</p> <p>b) your council's response/s to any such documents as listed in (a) above;</p> <p>c) any documents submitted by East Lindsey District Council to Skegness Town Council regarding the current intention to sell the Pier Field, either to notify your council or to seek its views; and</p> <p>d) your council's response/s to any such documents as listed in (c) above.</p> <p>"Documents" for the purpose of my request would include both printed and electronic communications.</p> <p>Should it be impossible to provide copies of any of those documents listed above, I would be satisfied instead to receive the appropriate summary in each case.</p>	<p>RESPONSE: I refer to your previous emailed question regarding this dated 4th July 2014 and my response on 7th July 2014 - " I can find no record that the Town Council was consulted. I do not find this unusual, since I believe these covenants were effectively a private agreement made between the Earl of Scarborough and the buyer of the land (Skegness Urban District Council) as a condition within the original contract of sale in the 1920s. As far as I am aware there were no public interest covenants which would have required public consultation (e.g. like removal of a public right of way). I must stress however that I have not seen the original contract of sale for the land.."</p> <p>There are no documents currently held by Skegness Town Council relating to covenants on the foreshore land owned by ELDC. The Town Council's practice in 2006 was to keep documents for a limited period (usually 2 years) unless required to be kept for longer by Statute or Accounting Regulations. Indexes of decisions and discussions from this time have been checked and no record of discussions can be found. This does not mean that letters or documents were not received at the time, just that there is no evidence that these existed. RESPONSE: Skegness Town Council has only had access to the information that is currently published on the East Lindsey District Council website <a href="http://www.e-lindsey.gov.uk/pierfield">http://www.e-lindsey.gov.uk/pierfield</a> and that is already in the public domain. The East Lindsey Corporate Asset Manager has informed Skegness Town Council's Office that any response to the notice published by them on 3rd December 2014 must be made East Lindsey District Council by 29th December 2014. Prior to the notice posted by East Lindsey District Council on 3rd December 2014, the Town Council had not agreed a view or position in relation to the sale of Pier Field and so no formal Council response has been given. Currently the next planned meeting of Council will be on 14th January, which is after the deadline set out in the notice.</p>	
29/07/17	2/8/17	<p>Requesting a copy of a report - "Council Agenda 2 August 2017 - Item 24 - Trade Marks - Confidential Report"</p>	<p>The report has now been produced and I am pleased to inform you that this is not going to Council as a confidential report as indicated on the agenda. It will be placed on the Skegness Town Council website later today.</p>	

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19/08/17	21/8/17	<p>Agenda Item 22. STAFFING MATTER IMPACTING RESOURCES</p> <p>Confidential verbal report by the Town Clerk.</p> <p>Draft Minute C 74. STAFFING MATTER IMPACTING RESOURCES. Please send me copies of all the records you possess (information held on computers, in emails and in printed or handwritten documents as well as images, video and audio recordings.) about this matter.</p> <p>The Town Clerk gave a verbal report on a staffing matter.</p> <p>It was proposed, seconded and RESOLVED: That the verbal report be noted.</p>	Exempt. Under Section S(2)40 Due to personal information regarding a Council employee.	
28/03/18	28/3/18	<p>I would like to make a freedom of information request for the following information:</p> <ol style="list-style-type: none"> <li>1. Who at the council deals with the energy broker you use?</li> <li>2. Which energy broker do you use to procure gas, electric and water for the council?</li> <li>3. How is the energy broker paid for their services?</li> <li>4. If the broker had not been transparent about how they were paid, or the amount they were paid would you have a responsibility to have to look into this?</li> </ol>	<p>Skegness Town Council is a very small energy user and as such does not currently use brokers to procure supplies of gas or electricity or any other utility service. As such, none of your questions apply to Skegness Town Council and no relevant information is held.</p>	
15/04/18	17/4/18	<p>With regard to the Town Council's proposed community building the assumptions (ie the actual amounts) used in costing the proposal for:</p> <ol style="list-style-type: none"> <li>1. Business rates.</li> <li>2. Annual running costs.</li> </ol> <p>QUESTION/S.</p> <p>Please respond to whichever ONE of the following questions you find it most convenient to reply to with regard to the matters set out under "SUBJECT/S" above. You need not respond to both questions.</p> <p>QUESTION OPTION ONE – Please send me information about these.</p> <p>QUESTION OPTION TWO (ALTERNATIVE) – Please send me copies of all the records you possess (information held on computers, in emails and in printed or handwritten documents as well as images, video and audio recordings) about these matters.</p>	<p>In accordance with Section 1 (1) a of the Freedom of Information Act 2000 you are advised that Skegness Town Council does hold information that falls within the description of your request.</p> <p>Context and limitations of the information provided in response to the FOI request</p> <p>The Council's plans for a Community Hub are still at a formative stage and as such many elements of the design are not yet at a stage to allow the Council to establish firm running costs. The Council is working on the basis that the entire annual running costs for the building including capital financing costs will be contained within the total 4-year forward budget approved by Council in January 2018, subject to external economic factors or other projects the Council may wish to bring forward. The direct factors that influence running costs include but are not limited to the floor area and building volume, Building materials and finishes, Heating and ventilation systems, the use of the building including opening times. None of the above have yet been finalised and therefore annual running costs have been calculated based using the following assumptions : Internal area of 420 m2, Modern building construction and high levels of insulation, Mainly natural ventilation, Single storey building, Tea room operating when building is open to the community, Low maintenance finishes, No special insurance requirements, Initial maintenance costs are minimal and that a maintenance fund is established, Additional caretaking requirements beyond normal day to day activities (e.g. large functions) are chargeable, No unusual commercial waste requirements, Rateable Value is based on £100 pm2, Business Rates are set at a multiplier of £0.50 per annum.</p>	

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		Continued from above	Provisional Revenue Running Costs Cost Estimates <del>2019/20</del> <del>2020/21</del> <del>2021/22</del> Business Rates <del>£15,750</del> <del>£21,000</del> £21,000 Water/Sewerage <del>£2,700</del> £3,500 <del>£3,500</del> Commercial Waste <del>£1,500</del> <del>£2,000</del> <del>£2,000</del> Caretaker/Cleaning <del>£7,500</del> <del>£10,000</del> £10,000 Building Insurance <del>£2,000</del> <del>£2,500</del> <del>£2,500</del> Door, security and legionella maintenance <del>£1,000</del> <del>£1,000</del> <del>£1,000</del> Admin extra hours and Community Coordinator <del>£3,000</del> <del>£14,000</del> <del>£14,000</del> Maintenance and care fund <del>£5,000</del> <del>£6,000</del> <del>£7,000</del> Total Project Revenue Budget <del>£41,150</del> <del>£63,500</del> <del>£64,500</del> Contingency in forward budget <del>£9,500</del> £0 £18,540 <hr/> Total Included in Medium Term Budget Projection <del>£30,650</del> £63,500 £83,040  Income from building Function room hire and community letting <del>£1,000</del> <del>£2,500</del> £2,500 Kitchen Tea Room surplus to building account £0 <del>£9,170</del> £16,540 Total Income <del>£1,000</del> <del>£11,670</del> £19,040 <hr/> Net Costs <del>£40,150</del> <del>£51,830</del> £45,460	
05/06/18	6/6/18	<p>Dear Skegness Town Council,</p> <p>I would like to request details about the Council's:</p> <p>1. <del>Contracted</del> Housing Related Support services (including accommodation based support, floating support, rough sleeper and Housing First services) and</p> <p>2. <del>Contracted</del> Adult Employability Services (not including skills and training)</p> <p>For each individual contract over £50,000 per annum, could the Council please provide the following information:</p> <p>Contract name</p> <p>Contract start and end date</p> <p>Contract value (please indicate total or annual)</p> <p>The current contract provider</p> <p>Owner of the building the contract is delivered from</p> <p>The client group (please include contracts for single homeless, families, young people and rough sleepers)</p> <p>Number of clients supported under the contract</p> <p>Whether there is an intention to extend or reprocur the contract</p> <p>Lead commissioner name and contact details</p>	<p>1. Skegness Town Council does not hold any information relating to contract related support services. 2. Skegness Town Council does not hold any information related to Contracted Adult Employability Services.</p>	

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26/08/18	28/8/18	<p>I believe it was in the early 90s and relates to the building of the (then) new swimming pool in Skegness. I'm trying to find out what the financial position was from the town council's perspective - I believe that they had to contribute an annual figure in the region of £10,000 for a certain number of years. Would there be any way of finding out what the exact figure was and how long the agreement lasted, or would it be too long ago now to look back?</p>	<p>Minutes of meeting from the 1990s are not held electronically but a search of the Council's Index on decisions (minutes) has been made and no decisions relating to a payment in respect of the Swimming Pool is evident. Financial records are kept for a period of 6 years plus the current year and financial records from the 1990's that would provide a definitive answer to your question are not available.</p>	