

## RECORD OF EXECUTIVE DECISION (THE DECISIONS LIST)

Date:	Decision Maker:	Subject to Call-in*
31 January 2025	Cabinet	No

### SUBJECT OF DECISION:

Matters Referred to the Cabinet by a Committee - Reference from the Resources and Services Overview & Scrutiny Committee - A.1 - Scrutiny of the Initial Budget Proposals for 2025/26

### Decision:

**RESOLVED** that the recommendations made by the Resources and Services Overview & Scrutiny Committee be noted and that the response of the Portfolio Holder for Corporate Finance & Governance thereto be endorsed.

### Reasons for Decision:

Having duly considered the recommendations made by the Resources and Services Overview & Scrutiny Committee together with the written response of the Portfolio Holder for Corporate Finance & Governance thereto.

### Alternative Options Considered:

To not endorse the response of the Portfolio Holder.

### Conflicts of Interest Declared (and Dispensations Granted by the Monitoring Officer)

None

### Consultation with Ward Member:

N/A

### Contact Officer:

Richard Barrett, Director (Finance and IT) & Section 151 Officer

Date:	Decision Maker:	Subject to Call-in*
31 January 2025	Cabinet	No

### SUBJECT OF DECISION:

Matters Referred to the Cabinet by a Committee - Reference from the Community Leadership Overview & Scrutiny Committee - A.2 - Grant Funding by the Council and Others and its Appropriateness Given the Needs of the District

**Decision:**

**RESOLVED** that the recommendations made by the Community Leadership Overview and Scrutiny Committee be noted and be given consideration for inclusion in the forthcoming Grant Policy which is currently being developed.

**Reasons for Decision:**

Having duly considered the recommendations made by the Community Leadership Overview & Scrutiny Committee together with the written response of the Portfolio Holder for Partnerships thereto.

**Alternative Options Considered:**

To decide not to give the Committee's recommendations any consideration for inclusion in the forthcoming Grant Policy which is currently being developed.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

N/A

**Contact Officer:**

John Fox, Head of Health & Community

Date:	Decision Maker:	Subject to Call-in*
31 January 2025	Cabinet	No

**SUBJECT OF DECISION:**

Cabinet Members' Items - Report of the Corporate Finance & Governance Portfolio Holder - A.3 - Updated General Fund Financial Forecast / Budget 2025/26

**Decision:**

**RESOLVED** that Cabinet:

- a) approves the updated financial forecast, as set out in Appendix A to the Report of the Corporate Finance & Governance Portfolio Holder (A.3), along with the savings and cost pressures set out in Appendices B and C respectively that form the firm proposals for the 2025/26 budget and recommends to Full Council:-

a Band D Council Tax for district services of £199.52 for 2025/26 (a 2.99% increase), along with the associated council tax requirement of £10.674m.

- b) authorises the Portfolio Holder for Corporate Finance and Governance, to agree the 'technical' appendices and resolutions for the budget proposals for recommending to Full Council on 11 February 2025;
- c) authorises the Chief Executive, in consultation with the Corporate Finance and Governance Portfolio Holder, to report directly to Council in respect of the formal resolutions necessary to implement the Executive's budget proposals including any further amendments emerging from additional information becoming available and/or notifications received from the Government; and
- d) authorises the Portfolio Holder for Corporate Finance and Governance, to agree / adopt a Retail, Hospitality and Leisure mandatory business rate relief scheme for 2025/26 along with any other changes to reliefs that may be announced by the Government.

**Reasons for Decision:**

Having set out and considered the latest financial forecast as part of the process of developing the budget proposals for 2025/26 for recommending to Full Council on 11 February 2025.

**Alternative Options Considered:**

This was broadly covered in the main body of the Portfolio Holder's report.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

N/A

**Contact Officer:**

Richard Barrett, Director (Finance and IT) & Section 151 Officer

Date:	Decision Maker:	Subject to Call-in*
31 January 2025	Cabinet	Yes

**SUBJECT OF DECISION:**

Cabinet Members' Items - Report of the Housing & Planning Portfolio Holder - A.4 - Adoption of Six Conservation Area Appraisal and Management Plans

**Decision:**

**RESOLVED** that Cabinet –

- (a) notes the outcome of the consultation, as summarised within the report of the Housing and Planning Portfolio Holder (A.4); and
- (b) approves the formal adoption, of the final Conservation Area Character Appraisal and Management Plan for the following areas (as found at Appendices A – F to report A.4):-
  - Clacton Seafront;
  - Brightlingsea Hall and All Saints Church;
  - Great Clacton;
  - Lawford;
  - Kirby-le-Soken; and
  - Great Oakley.

**Reasons for Decision:**

In order to progress projects specifically identified in the Council’s Heritage Strategy.

**Alternative Options Considered:**

To not formally adopt the Conservation Area Character Appraisal and Management Plans. To take this approach would mean that the Council could not give weight to the Conservation Area Character Appraisals and Management Plans as a material consideration in planning decisions. The Council’s ability to conserve and enhance the District’s historic environment would be reduced.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

Yes

**Contact Officer:**

Gary Guiver, Director (Planning & Communities)

Date:	Decision Maker:	Subject to Call-in*
31 January 2025	Cabinet	Yes

**SUBJECT OF DECISION:**

Cabinet Members' Items - Report of the Partnerships Portfolio Holder - A.5 - Procurement of information and support service

**Decision:**

**RESOLVED** that Cabinet –

- a) approves the provision of an information and advice service to local residents;
- b) agrees to the procurement of such services for a contract period of three years commencing 1 October 2025, and agrees to a modular procurement approach to determine what a provider could offer for various levels of potential funding e.g. £50,000, £100,000, or £150,000 per year;
- c) authorises the Portfolio Holder for Partnerships, in consultation with the Deputy Chief Executive, to approve the specification for the provision of an information and advice service based on the broad principles set out within the report of the Partnerships Portfolio Holder (A.5);
- d) approves for an interim period of six months from 1 April 2025, the continuation of the existing agreement with CAT at a cost of £0.072m, supported by the existing budget for information and advice services to local residents;
- e) in respect of the contribution of £0.072m to CAT, agrees to extend the current Addressing Health Inequality – Advice, Support and Mental Health Support Subsidy Scheme for 2025/26;
- f) authorises the Deputy Chief Executive, in consultation with the Portfolio Holder for Partnerships and the Monitoring Officer, to finalise the administrative requirements for the production of the Subsidy Scheme in accordance with the Subsidy Control Act 2023 and Statutory Guidance and to publish it on the Government website prior to any awards; and
- g) agrees to extend the current Service Level Agreement with Citizens Advice Tendring (CAT) from 1st April 2025 until 30<sup>th</sup> September 2025 on the terms and conditions as set out in the updated agreement shown in Appendix B to the report (A.5).

**Reasons for Decision:**

Given that –

- (i) following an assessment of need it had been identified that there was a continuing demand for an information and advice service which was repurposed and commissioned, to support improving income and opportunity as residents faced increased challenges associated with deprivation;
- (ii) partners reported the importance of a holistic approach and dealing with the multiple issues residents faced which could be achieved via an information and advice service; and
- (iii) the allocation of £0.072m to the existing provider Citizen's Advice Tendring would ensure there was continuous provision of a service and allow sufficient time for any new provider to gear up for maintaining provision of an appropriate service.

**Alternative Options Considered:**

The Council could not allocate funding for this type of service although an assessment of need has identified there is a demand. The Council has previously allocated funding to advice and guidance services and if no further provision is offered this may leave significant need among our communities not being addressed.

Funding for the next six months could not be provided to CAT however this would potentially

leave a gap in service of two months and maintaining the service whilst the procurement is completed will support residents who are most in need.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

N/A

**Contact Officer:**

John Fox, Head of Health & Community

Date:	Decision Maker:	Subject to Call-in*
31 January 2025	Cabinet	No

**SUBJECT OF DECISION:**

Cabinet Members' Items - Joint Report of the Housing & Planning Portfolio Holder and the Corporate Finance & Governance Portfolio Holder - A.6 - Updated Housing Revenue Account Business Plan and Budget Proposals 2025/26

**Decision:**

**1. RESOLVED** that Cabinet -

- (a) approves the updated HRA Business Plan, which includes the proposed position for 2024/25 and 2025/26 as set out in Appendix A to the Portfolio Holders' joint report (A.6); and
- (b) authorises the Director (Finance & IT) to adjust the forecast / budget, including the use of reserves, in consultation with the Portfolio Holder for Housing and Planning and the Portfolio Holder for Corporate Finance and Governance if the financial position changes prior to Full Council considering the HRA budget on 11 February 2025.

**2. RECOMMENDS TO COUNCIL** that a 2.7% increase in dwelling rents in 2025/26 along with the detailed HRA Budget proposals for 2025/26, as set out in Appendices B to E of the Portfolio Holders' joint report (A.6), be approved.

**Reasons for Decision:**

Having considered the most up to date HRA Business Plan which set out the position for 2024/25 and 2025/26 along with the proposed HRA budget for 2025/26, and in order to enable associated recommendations to be presented to Full Council on 11 February 2025.

**Alternative Options Considered:**

This was broadly covered in the main body of this report and earlier reports presented to Cabinet as part of developing the forecast and detailed estimates.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

Councillor Bray declared an Interest in this item insofar as he was a Housing Tenant of the Council. Councillor Bray withdrew from the meeting for this item.

**Consultation with Ward Member:**

N/A

**Contact Officer:**

Richard Barrett, Director (Finance and IT) & Section 151 Officer

\* The call-in procedure will not apply to a decision where the Chairman of the relevant overview and scrutiny committee's agreement has been obtained that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interest, (Rule 16 (h) of the Overview and Scrutiny Procedure Rules) or any decision made where such decision is to be referred to the Council or one of the overview and scrutiny committees for their consideration.