



COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

AGENDA

DATE:	Tuesday, 14 January 2025
TIME:	7.30 pm
VENUE:	Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Steady
Councillor Barrett
Councillor Davidson
Councillor Doyle

Councillor Ferguson
Councillor Griffiths
Councillor Oxley
Councillor Platt

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DATE OF PUBLICATION: Monday, 6 January 2025

AGENDA

1 Apologies for Absence and Substitutions

The Committee is asked to note any apologies for absence and substitutions received from Members.

2 Minutes of the Last Meeting (Pages 5 - 10)

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on 15 October 2024.

3 Declarations of Interest

Councillors are invited to declare any Disclosable Pecuniary Interests or Personal Interest, and the nature of it, in relation to any item on the agenda.

4 Questions on Notice pursuant to Council Procedure Rule 38

Subject to providing two working days' notice, a Member of the Committee may ask the Chairman of the Committee a question on any matter in relation to which the Council has powers or duties which affect the Tendring District **and** which falls within the terms of reference of the Committee.

5 REPORT OF THE PARTNERSHIPS PORTFOLIO HOLDER - A.1 To Consider Grant Funding by the Council and Others and its Appropriateness Given the Needs of the District (Pages 11 - 20)

To enable the Committee to consider the Council's approach to grants, the relationship between other grant funding organisations and to the extent which gaps in funding have been identified and addressed.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Community Leadership Overview and Scrutiny Committee is to be held in the Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 7.30 pm on Tuesday, 28 January 2025.

Information for Visitors

FIRE EVACUATION PROCEDURE

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**MINUTES OF THE MEETING OF THE COMMUNITY LEADERSHIP OVERVIEW AND
SCRUTINY COMMITTEE,
HELD ON TUESDAY, 15TH OCTOBER, 2024 AT 7.30 PM
IN THE TOWN HALL, STATION ROAD, CLACTON-ON-SEA, CO15 1SE**

Present:	Councillors Steady (Chairman), Barrett (Vice-Chairman), Davidson, Ferguson, Griffiths and Oxley
Also Present:	Councillor Mick Barry (Portfolio Holder for Leisure & Public Realm)
In Attendance:	Lee Heley (Corporate Director (Place and Economy) & Deputy Chief Executive), Keith Simmons (Head of Democratic Services and Elections & Deputy Monitoring Officer), Kieran Charles (Sport & Leisure Operations Manager), Maddie Adger (Leadership Support Manager) and Hattie Dawson-Dragisic (Performance and Business Support Officer)
Also In Attendance:	Sylvia Gentleman (Active Wellbeing Society), Hayley Chapman (Active Essex), Jason Ferguson (Sport England, Essex County Council and Active Essex) and Sharon Alexander (CVS Tendring)

5. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

An apology for absence was received from Cllr Doyle (with no substitution).

6. MINUTES OF THE LAST MEETING

It was **RESOLVED** that the Minutes from the meetings of the Committee held on 23 April 2024 and on 17 July 2024, be approved as correct record and be signed by the Chairman.

7. DECLARATIONS OF INTEREST

Cllr Mick Barry made a declaration for the public record in relation to item 6 of the agenda (Sport and Activity Strategy for Tendring) in respect of the swimming pool support fund grant for Brightlingsea Lido as he was a trustee of the Brightlingsea Lido. The Strategy referenced the swimming pool support fund although it didn't not reference Brightlingsea Lido. As such he would remain in the meeting for that item (Minute 6 refers).

8. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 38

On this occasion no Councillor had submitted notice of a question.

9. REPORT OF THE HEAD OF DEMOCRATIC SERVICES & ELECTIONS - A.1 - WORK PROGRAMMING (INCLUDING MONITORING OF PREVIOUS RECOMMENDATIONS AND SUMMARY OF FORTHCOMING DECISIONS)

This item was introduced by the Head of Democratic Services and Elections. This report set out the nominations to serve on the Crime and Disorder (Familial Violence/Abuse), Joint Working with Parish/Town Councils and the Youth Provision Outside of School Task and Finish Groups.

He advised the Committee that the appointment of a Chairman to one of the Task and Finish Groups needed to take place to commence that work of the group. This was also address at the meeting. He also advised that due to the successes of last year with attending site visits particularly with respect to Crime and Disorder that the Committee might want to consider this approach again.

It was **RESOLVED** that:

- (a) The Members named below be appointed to serve on the Task and Finish Groups set out in order to undertake the enquiries identified:
 - Crime and Disorder (Familial Violence/Abuse) – Councillors Doyle (Chairman), Ferguson, Goldman, Oxley and Sudra;
 - Joint working with Parish and Town Councils – opportunities for mutually beneficial collaboration – Councillors Steady (Chairman), Casey, Chapman, M Cossens and Ferguson; and
 - Youth Provision for School Age Children outside of school – opportunity for improvements to mental health and reduced anti-social behaviour – Councillors Barret (Chairman), A Cossens, Davidson, J Henderson and Oxley
- (b) That, within the Committee’s responsibilities as the Council’s designated “Crime and Disorder Committee”, efforts be made by Officers to enable:
 - Attendance by the Chairman/a selection of Members at a meeting of the overall Neighbourhood Watch Group for the District.
 - A meeting be held by the Members of the Committee with local representatives of the National Farmers Union, the local farming community and the Police to look at the experience of rural crime in the District.
 - A meeting be held with representatives of the local Traffic Police leaders and with Community Speed Watch volunteers (and the Fire and Rescue Liaison officer for Speed Watch) to explore road safety issues.

10. REPORT OF THE CORPORATE DIRECTOR (PLACE & ECONOMY) - A.2 - SPORT AND ACTIVITY STRATEGY FOR TENDRING

The Chairman of the Committee welcomed all the invitees to the meeting. Those invitees were Councillor Mick Barry (Portfolio Holder for Leisure and Public Realm), Lee Heley (Corporate Director for Place and Economy), Kieran Charles (Sport & Leisure Operations Manager), Sylvia Gentleman (Delivery Oversight in Essex for the Active Wellbeing Society), Hayley Chapman (North Essex Relationship Manager for Active Essex), Jason Ferguson (Board Member for Sport England, Senior Leader in public health at Essex County Council and Director for Active Essex) and Sharon Alexander (Chief Executive Officer for CVS Tendring).

The Sport and Activity Strategy for Tendring that had been approved by Cabinet on 20 October 2024 was introduced to the Committee by the Portfolio Holder for Leisure and Public Realm, Councillor Mick Barry. He advised the Committee that an extensive consultation had been undertaken as part of the development of the strategy and that advice, guidance and best practice identified from National Bodies had been integrated into it. The Committee was informed that the strategy was a working document that included timelines and actions. The Committee was made aware of the different elements of the strategy, such as, the consideration of a Community Sport and Activity

Manager post, the funding applications for up to five Playzones to be put in the District. The intention was for the Strategy to be consistently reviewed in collaboration with other relevant bodies. He also drew attention to the Supplementary report that was circulated to the Committee Members with the views and comments from Sport England on the strategy.

The Corporate Director for Place and Economy, Lee Heley, agreed with the statements given by Councillor Barry and advised the Committee of the importance of the Strategy. He particularly referenced how the strategy sought to shift the way sport and activity was viewed by the organisation and the wider community.

The Sport and Leisure Operations Manager, Kieran Charles, was invited to give his thoughts on the Strategy. He advised that through gathering the local and national data on activity it recognised where there had been positive improvement, and that the strategy would be able to further boost these improvements through the community engagement projects in sport and activities in the district set out.

Sylvia Gentleman, from the Active Wellbeing Society, was introduced to the meeting, and she advised the Committee that the society had been working with Active Essex for a number of years working on the Sport England Local Delivery Pilot, particularly Essex Pedal Power. Sylvia presented to the Committee several PowerPoint Slides that explained their work within the District. She provided the Committee with the Active Wellbeing Society's thoughts on the Strategy and advised that their experience of working within the District was that to get engagement from residents it was necessary to approach people in ways they could relate to and not simply provide opportunities and expect the public to be in a position to take up those opportunities. It was felt that this element of learning they experienced had been captured within the Strategy.

The Chairman then introduced Hayley Chapman from Active Essex, she advised the Committee of their Partnership work with Tendring District Council, CVS Tendring, and North East Essex Health and Wellbeing Alliance for a number of years as a part of the work undertaken by the Sport England Local Delivery Pilot. She advised that Active Essex was supportive of the Strategy, especially in terms of incorporating the learning from the Local Delivery Pilot, and the action plan that has been included within the Strategy that showed a clear path to achieving the ambition of the Strategy.

Jason Ferguson, Director of Active Essex provided his feedback on the Strategy. He advised that he also sat on the Board for Sport England. He raised that the recommendation report from Sport England had positively commented on the Strategy. Jason also highlighted that the Strategy directly aligned with the Council's Corporate Plan themes.

Sharon Alexander from CVS Tendring (CVST) was invited to speak by the Chairman and she commented on the long-term strong partnership CVST had with Tendring District Council and the partnership work with Active Essex as well facilitating the Sport England Local Delivery Pilot.

The Committee asked questions around the options for sustainability and were informed that a piece of work was being commissioned to review the financial and wider sustainability of the three leisure centres and that it had been included within the Cabinet report (Minute 52 of Cabinet's meeting on 20 September 2024 refers) and was

one of the first actions to take place. They were also advised that the outcome of this review was envisaged to be completed in March 2025 and that the outcome would then pull out what the options were.

The Committee also enquired what the prospect was of the Community Sport and Activity Manager role being established. The Portfolio Holder for Leisure and Public Realm advised that community engagement was a key part of the strategy and part of this role would be to work with partners and established groups to support and enhance what they were already doing. Bidding to fund this role was underway.

The Committee considered the five Play Zones that were being identified and wanted to understand the reasons for the placement of the zones within the District and why some areas had not been included. The Committee were informed that the placement of the five Play Zones was heavily influenced by the current land ownership position and what was already readily available (in view of time constraints to deliver these first five Play Zones. It was confirmed by officers that when open discussions commenced in relation to the funding in 2025/26 there would be an opportunity to look into opening further Play Zones around different parts of the District. As such, time was a key consideration for the location of the first five and it was hoped that more time would mean further Play Zones could be located to achieve widespread access to them.

There were discussions around what successes were envisaged to come out of this Strategy and the Committee was advised that it would look to increase availability and access to activities/sport within the District and also to provide a platform for further opportunities/development.

There was also questions around how communication barriers could be broken down to inform a wider audience of the Sport and Activity engagement that would take place around the District and whether forums could take place with the relevant persons to support breaking down these barriers. The Committee were advised that 'word of mouth' would play a significant role in informing members of the public about the Strategy and its actions.

The Committee was further advised that within the Strategy there was a detailed section around the marketing aspects and the marketing plan.

The Chairman then thanked all the attendees for their contributions which he had found most helpful towards the Committee's enquiry into the recently adopted Sport and Activity Strategy. This view was echoed by the Committee's members.

The Committee **RESOLVED TO RECOMMEND** to Cabinet that the following actions that were included within the Sport England submission be pursued:

- To support an expanding population in the west of Tendring (Garden Community Project) the scope should be broadened from identifying new sports facilities to identifying new opportunities for creating active environments.
- To ensure that appropriate contributions towards sport are consistently secured. Furthermore, the scope of contributions should be extended to cover capital projects that would support the delivery of physical activity priorities.

- Encourage the application of Active Design principles into new developments to help ensure that opportunities for encouraging physical activity are maximised in practice.
- New/refurbished buildings that the Council funds have fully considered environmental sustainability.

It was further **RESOLVED TO RECOMMEND** to Cabinet that the following actions should be undertaken:

- Showcase Activities fairs being held at centres across the District in 2025 to allow clubs and organisations to offer to the public opportunities to be involved in sport/be active.
- An Activities Council/Committee to be created and meet to help encourage further dialogue between sports activities providers.
- Creation of Sports/activities promotion videos that the public can access to encourage involvement in those activities/access information on activities locally.
- Develop proposals for more playzones including on sites in the west of the district to then be implemented as and when funding becomes available.

The meeting was declared closed at 9.16 pm

Chairman

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COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

14 JANUARY 2025

REPORT OF PARTNERSHIPS *PORTFOLIO HOLDER*

A.1 To Consider Grant Funding by the Council and Others and its Appropriateness Given the Needs of the District.

PURPOSE OF THE REPORT/INQUIRY

To provide the required information to enable the Committee to undertake its enquiry into grant funding arrangements with the aims and objectives set out below.

SCOPE - THE AIMS AND OBJECTIVES OF THE REPORT

To consider the Council's approach to grants, the relationship between other grant funding organisations and the extent to which gaps in funding have been identified and addressed.

The enquiry will look at funding streams, processes, the implications of subsidy control, the accessibility of grants funding, the time formal streams of funding had, the extent to which the funded one off or ongoing work, a gap analysis of funding, and the value of funding outcomes.

INVITEES

Leader of the Council

Portfolio Holder, Partnerships

Assistant Director Finance and IT

Assistant Director Economy, Culture and Leisure

Representatives of voluntary organisations in the District.

BACKGROUND

Over recent years, the Council has provided significant grant funding to a wide range of organisations around the district, including support for businesses and our economy, improving employment prospects, skills and education, strengthening community organisations, improving the resilience of key community services and the development of creative and cultural activities.

Funding for these schemes have been through a combination of the Council prioritising its own general fund budget and Government funded schemes, such as UK Shared Prosperity and a range of Covid grants to support communities through the national pandemic in 2020/21. Over the last year, there have been a number of reports to Cabinet in respect of grant funding, which cover a number of those schemes.

In order to inform the Community Leadership Overview and Scrutiny Committee's review of grant funding, they requested the outcome of the complete review of the grant funding

commissioned by Cabinet in 2023 and the progress with its implementation. All the information prepared to date is set out in the reports to Cabinet on this subject which is highlighted in this report, together with a summary of the next steps which include development of a full grant funding policy.

It is important that the Council reviews its approach to grant funding opportunities and as part of a report to Cabinet in July 2023 for providing funding to Citizens Advice Tendring, one of the recommendations was for a *'review of grant funding across the Council be approved and a report following the review considering the options available during 2023/24 be presented to Cabinet in readiness for 2024/25.'*

This was seeking to understand some of the breadth of the grant funding and also about how funding could be allocated going forwards. A subsequent report to Cabinet on 19 April 2024 provided further detail on the types of funding allocated and the types of approach across the Council for providing funding and included a recommendation that *'such reviews will include engagement with Officers and the relevant Portfolio Holders, to understand existing schemes and determine proposals for the future, taking into account service provision, subsidy control implications, the Council's financial position and delivering the Council's Corporate Plan'* and furthermore that *'following completion of the review a further report will be presented to Cabinet in readiness for the budget process for 2025/26.'*

A subsequent report to Cabinet on 20 September 2024 which set out a review of external funding by the Council, approved an External Funding Framework, (Appendix 1), which provides a *'process for the acceptance of external funding provision, a process for the provision of financial assistance to external bodies and other allocation of funding, with immediate effect.* Further to this, Cabinet agreed that *'an External Funding Policy be developed for approval by the Leader of the Council, as the Portfolio Holder for Corporate Finance and Governance, to complement the External Funding High Level Framework'*, which will be presented to a future Audit Committee for their support and assurance on the governance.

The Cabinet reports set out above also covered funding streams, processes, the implications of subsidy control, the accessibility of grants funding and the timescales of the funding which meets with issues raised in this enquiry.

RELEVANT CORPORATE PLAN THEME/ANNUAL CABINET PRIORITY

The provision of grant funding cuts across the Corporate Plan themes as funding can be provided for a wide variety of activities including for example aspirations, our environment and our heritage.

Grant funding also helps achieve the priority of working with partners to improve quality of life promoting safer, healthier, well connected and inclusive communities.

It also meets the objective of financial sustainability and openness by focussing what the Council spends its money on and providing clarity around this.

DESIRED OUTCOME OF THE CONSIDERATION OF THIS ITEM/INQUIRY

By reviewing the existing Cabinet reports for the Committee to understand the type of grant funding available and the mechanism by which it is allocated and comment on any improvements that could be made to increase effectiveness. Furthermore, to make recommendations back to Cabinet on improvements to the process for any future schemes.

DETAILED INFORMATION

At the Cabinet meeting on 21 July 2023, a report covered funding provided to Citizen's Advice Tending as part of the core grant and funding for the mental health hub and the associated subsidy scheme.

As part of the recommendations on this report, Cabinet approved a review of grant funding across the Council and requested a report following the review be presented to Cabinet considering the options available during 23/24 in readiness for the commencement of 24/25.

The review of the types of funding available was identified in the report to Cabinet, ([Public Pack](#))[Agenda Document for Cabinet, 19/04/2024 10:30](#), and highlighted that for the 2023/24 period, up to £750K was allocated from Council resources, with in the region of £1M from external funding. Although this included significant funding going to the community, business and voluntary sector for example under the USPF, that funding also helped deliver major projects such as Orwell Place in Dovercourt.

The report identified that provision of funding usually comes with grant agreements which sets out conditions and may include what needs the funding seeks to address.

Types of allocation of funding are identified in the report and a flow chart provided to identify the possible funding routes either via a grant route or using a procurement route and a contract for services.

A further report went to Cabinet on 20 September 2024 ([Public Pack](#))[Agenda Document for Cabinet, 20/09/2024 10:30](#) which formed an external funding review.

The report set out parameters for allocating funding to ensure a consistent approach is followed which is in line with the corporate priorities and highlights the importance of working with partners where appropriate.

Key areas were identified in the report for receiving funding and allocating funding such as meeting any grant conditions, alignment with corporate priorities, ensuring there is appropriate governance undertaken, that there is capacity to undertake any work and compliance with subsidy control legislation.

All three Cabinet reports identify the importance of subsidy control requirements and ensuring these are appropriately followed.

The flow chart was also included as an appendix to the report and in addition checklists both for receipt of funding and allocation of funding.

The report also identified that a policy be developed for grant funding going forwards and in the interim the flowchart and checklist framework be used to ensure a consistent approach.

RECOMMENDATION

That the Committee determines whether it has any comments or recommendations it wishes to put forward the relevant Portfolio Holder or Cabinet.

PREVIOUS RELEVANT DECISIONS

([Public Pack](#))[Agenda Document for Cabinet, 21/07/2023 10:30](#) starting at page 35

([Public Pack](#))[Agenda Document for Cabinet, 19/04/2024 10:30](#) starting at page 119

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

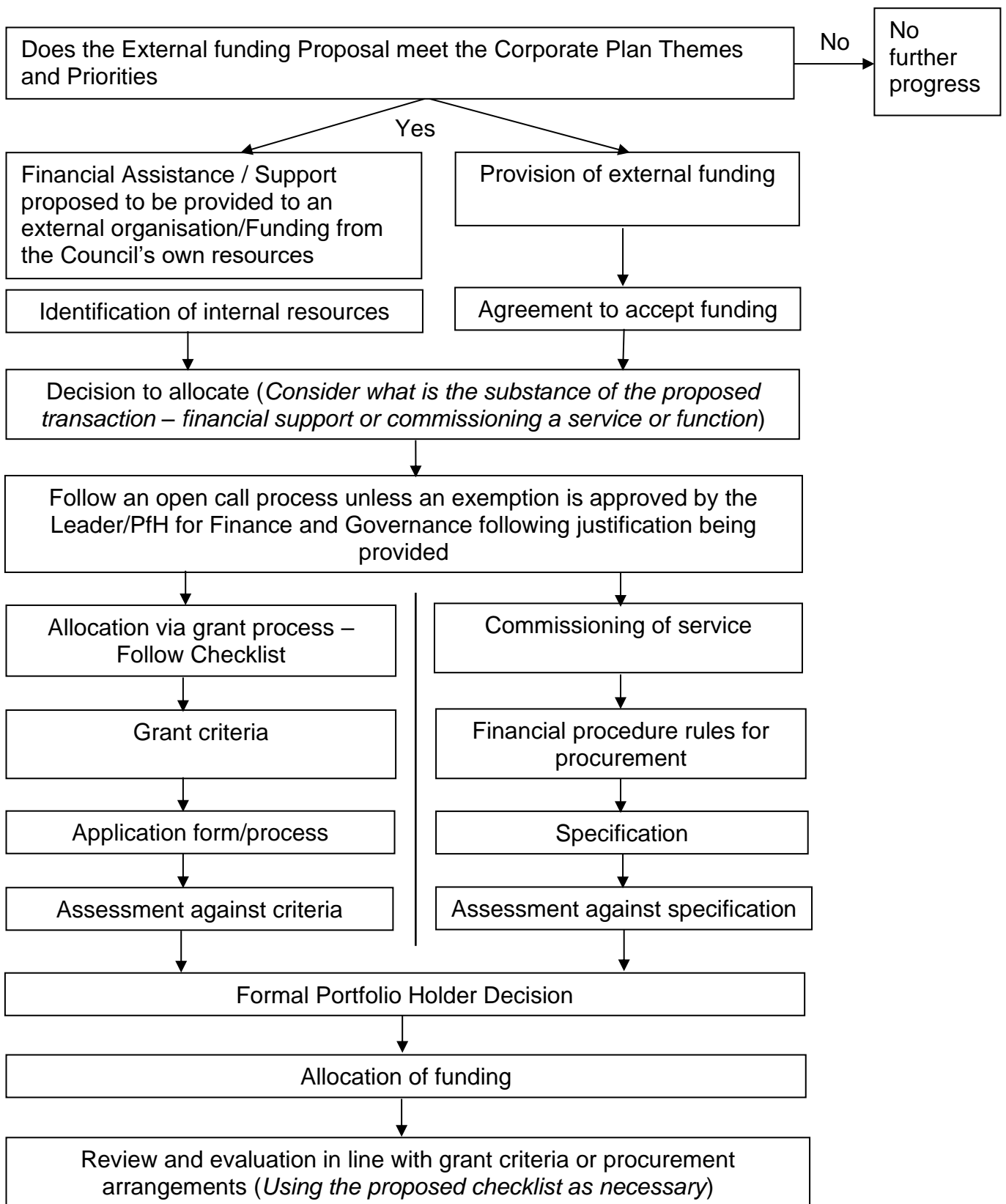
APPENDICES

Appendix A Flowchart
Appendix B Receipt of Funding
Appendix C Allocation of Funding

REPORT/INQUIRY CONTACT OFFICER(S)

Name	John Fox
Job Title	Head of Health and Partnerships
Email/Telephone	jfox@tendring dc.gov.uk 01255 686746

Appendix A



Appendix B

Receipt of Funding

Prior to accepting any funding from an external partner the following checklist should be appropriately completed prior to considering acceptance of funding.

Checklist	Yes/No	Comments
Have conditions for allocating the funding been identified (grant conditions, assurance framework, MOU etc?)		
Will the funding align with the Corporate Plan Themes and Priorities and state which one and why? What are the outcomes expected.		
Is there organisational capacity for using the funding within the timescales expected? <ul style="list-style-type: none"> - Governance - Delivery Have you consulted the relevant services where support is required?		
Does the receipt of the external funding place additional financial and resource commitments on the Council? (For example play equipment requiring maintenance)		
Which legal powers are being relied upon to support the use of the funding		
Have you undertaken a Subsidy Control assessment? If so, what was the outcome?		
Is the Council best placed to allocate the funding (should it be allocated by the funder direct?)		
Has a formal decision been taken to accept the funding at Cabinet or Portfolio Holder level?		

Appendix C

Allocation of Funding

The following checklist should be completed prior to allocating any funding and once completed a decision is required to allocate the funding.

Checklist	Yes/No	Comments
Will the funding align with the Corporate Plan Themes and Priorities and state which one and why? What are the outcomes expected		
Is there organisational capacity for using the funding within the timescales expected? <ul style="list-style-type: none"> - Governance - Delivery Have you consulted the relevant services where support is required?		
Does allocation of the funding meet legal requirements? <ul style="list-style-type: none"> - Procurement rules (if appropriate) - Governance requirements 		
Are there sufficient resources to allocate the funding?		
Is allocation of funding in accordance with any conditions (if funding has been provided externally)		
Are criteria provided for how the recipient is to use the funding (e.g. via an application form, grant conditions or specification)?		
Which legal powers are being relied upon to support the use of the funding?		
Have you undertaken a Subsidy Control assessment? If so, what was the outcome?		
Is the Council best placed to allocate the funding (should it be allocated by the funder direct?)		

Funding should not usually be allocated for business as usual running costs		
Has a formal decision been taken to allocate the funding at Cabinet/Portfolio Holder level?		

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